The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)*

Part – A

1. Details of the Institution

1.1 Name of the Institution	Seshadripuram First Grade College
1.2 Address Line 1	Seshadripuram First Grade College
Address Line 2	New Town, Yelahanka
City/Town	Bangalore
State	Karnataka
Pin Code	560064
Institution e-mail address	info@sfgc.ac.in
Contact Nos.	080-22955369,080-22955371
Name of the Head of the Institution:	DR.S.N.Venkatesh
Tel. No. with STD Code:	080-22955369/371
Mobile:	+919480435554

Name of the IQAC Co-ordinator:

P.V.Mathew

Mobile:

+919164683031

IQAC e-mail address:

info@sfgc.ac.in

1.3 **NAAC Track ID** (For ex. MHCOGN 18879)____9734_____

1.4 Website address:

www.sfgc.ac.in

Web-link of the AQAR:

http://www.sfgc.ac.in/AQAR201213.doc

For ex. http://www.ladykeanecollege.edu.in/AQAR201213.doc

1.5 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B	2.75	2011	2016
2	2nd Cycle				
3	3rd Cycle				
4	4th Cycle				

1.6 Date of Establishment of IQAC :   DD/MM/YYYY

21-01-2010

1.7 AQAR for the year *(for example 2010-11)*

2012-13

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((*for example AQAR 2010-11submitted to NAAC on 12-10-2011)*

   i. AQAR __2011-12 submitted on 27-09-2012_____ (DD/MM/YYYY)
  ii. AQAR_____ _____ (DD/MM/YYYY)
 iii. AQAR_____ _____ (DD/MM/YYYY)
 iv. AQAR_____ _____ (DD/MM/YYYY)

1.9 Institutional Status

University   State ☐   Central ☐   Deemed ☐   Private ☐

Affiliated College   Yes [*]   No ☐

Constituent College   Yes [*]   No ☐

Autonomous college of UGC   Yes ☐   No [*]

Regulatory Agency approved Institution   Yes ☐   No [*]

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution   Co-education [*]   Men ☐   Women ☐

                Urban [*]   Rural ☐   Tribal ☐

Financial Status   Grant-in-aid ☐   UGC 2(f) ☐   UGC 12B ☐

                Grant-in-aid + Self Financing ☐   Totally Self-financing [*]

1.10 Type of Faculty/Programme

     Arts [*]   Science [*]   Commerce [*]   Law ☐   PEI (Phys Edu) ☐

     TEI (Edu) ☐   Engineering ☐   Health Science ☐   Management ☐

     Others   (Specify)   [.   ------]

1.11 Name of the Affiliating University *(for the Colleges)*   [Bangalore University, Bangalore]

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc - NIL

Autonomy by State/Central Govt. / University [   ]

University with Potential for Excellence [   ]   UGC-CPE [   ]

DST Star Scheme [   ]   UGC-CE [   ]

UGC-Special Assistance Programme [   ]   DST-FIST [   ]

UGC-Innovative PG programmes [   ]   Any other (*Specify*) [Permanently Affiliated to Bangalore University]

UGC-COP Programmes [   ]

2. IQAC Composition and Activities

2.1 No. of Teachers [10]

2.2 No. of Administrative/Technical staff [01]

2.3 No. of students [0]

2.4 No. of Management representatives [02]

2.5 No. of Alumni [0]

2. 6 No. of any other stakeholder and community representatives [0]

2.7 No. of Employers/ Industrialists [0]

2.8 No. of other External Experts [02]

2.9 Total No. of members [15]

2.10 No. of IQAC meetings held [08]

2.11 No. of meetings with various stakeholders: No. | ---- | Faculty | 08 |

Non-Teaching Staff Students | ---- | Alumni | ---- | Others | ---- |

2.12 Has IQAC received any funding from UGC during the year?   Yes | | No | * |

If yes, mention the amount | ---- |

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. | NIL | International | | National | | State | | Institution Level | |

(ii) Themes | ---- |

2.14 Significant Activities and contributions made by IQAC

| Enclosed |

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
1. Encourage more teachers to take up research. 2.Increased participation in seminars and paper presentations 3. Encourage research among students.	1.More teachers are engaged in research 2.Increased participation in research and more paper presentations 3. Student research in the form of paper presentation.

Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body   Yes | * | No | |

Management | * | Syndicate | | Any other body | |

Provide the details of the action taken

| The AQAR was approved by the Management |

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	01		01	
PG	02		02	
UG	05		05	
PG Diploma				
Advanced Diploma				
Diploma				
Certificate	03		03	
Others	02		02	02
Total	13		13	02

Interdisciplinary				
Innovative				

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options
   (ii) Pattern of programmes:

Semester   Trimester   Annual   08   Num

1.3 Feedback from stakeholders*   Alumni [*]   Parents [*]   Employers [   ]   Students [*]
   (On all aspects)

   Mode of feedback   :   Online [   ]   Manual [*]   Co-operating schools (for PEI) [   ]

*Please provide an analysis of the feedback in the Annexure

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

Yes

1.5 Any new Department/Centre introduced during the year. If yes, give details.

No

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of
permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
73				

2.2 No. of permanent faculty with Ph.D.

04

2.3 No. of Faculty Positions
Recruited (R) and Vacant (V)
during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
07								07	

2.4 No. of Guest and Visiting faculty and Temporary faculty

0		0		0

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	0	157	-
Presented papers	01	23	
Resource Persons	0	-	-

2.6 Innovative processes adopted by the institution in Teaching and Learning:

Remedial coaching
Project Orientation Workshop
Value Addition Courses to support and strengthen regular courses

2.7 Total No. of actual teaching days
     during this academic year

180

2.8 Examination/ Evaluation Reforms initiated by
     the Institution (for example: Open Book Examination, Bar Coding,
     Double Valuation, Photocopy, Online Multiple Choice Questions)

2.9 No. of faculty members involved in curriculum
     restructuring/revision/syllabus development

01		

     as member of Board of Study/Faculty/Curriculum Development workshop

2.10 Average percentage of attendance of students

85.6%

2.11 Course/Programme wise

distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
BCA	149	8.02	62.41	16	02	82.5
BA	53		24	10	0	61.15
BBM	151		54	28.47	3.31	66.23
BSC(EMC)	65	9.23	0	7.69	0	53.03
BSC(SMC)	20		60	25	5	90
BSC(BBG)	44	11.36	63.63	2.27	0	77.27
BSC(CZM)	24	16.66	50	0	0	66.66
BCOM	382	0.78	42.14	20.68	5.40	70.81

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes :

- Counsel faculty to pursue research, grow academically, and undergo in-service training
- Encourage faculty to appear for NET and SLET and JRF
- Identify problems and suggest solutions to create a better academic ambience
- Co-ordinate departmental activities and document then

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	
UGC – Faculty Improvement Programme	
HRD programmes	
Orientation programmes	All faculty
Faculty exchange programme	
Staff training conducted by the university	Commerce and Management faculty
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	
Others	

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	44	0	01	0
Technical Staff	04	0	0	0

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

> - International Seminar opportunity for presenting and publishing research papers
> - Publication of research papers in book format
> - Seminars/Workshops/Conferences invitations and notifications are notified/circulated and encourage to participate and present papers
> - Students are guided to present research posters

3.2   Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	NIL	NIL	NIL	NIL
Outlay in Rs. Lakhs	NIL	NIL	NIL	NIL

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	NIL	NIL	NIL	NIL
Outlay in Rs. Lakhs	NIL	NIL	NIL	NIL

3.4   Details on research publications

	International	National	Others
Peer Review Journals	NIL	NIL	NIL
Non-Peer Review Journals	NIL	NIL	NIL
e-Journals	NIL	NIL	NIL
Conference proceedings	✓	NIL	NIL

3.5 Details on Impact factor of publications:

Range [NIL]   Average [NIL]   h-index [NIL]   Nos. in SCOPUS [NIL]

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects				
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects *(other than compulsory by the University)*				
Any other(Specify)				
Total				

[NIL]

3.7 No. of books published   i) With ISBN No.   [ONE]   Chapters in Edited Books   [----]

ii) Without ISBN No.   [----]

3.8 No. of University Departments receiving funds from

UGC-SAP [---]   CAS [---]   DST-FIST [---]

DPE [---]   DBT Scheme/funds [---]

3.9 For colleges   Autonomy [---]   CPE [---]   DBT Star Scheme [---]

INSPIRE [---]   CE [---]   Any Other (specify) [---]

3.10 Revenue generated through consultancy   [NIL]

3.11 No. of conferences
organized by the Institution

Level	International	National	State	University	College
Number	ONE	---	---	---	---
Sponsoring agencies	---	---	---	---	---

3.12 No. of faculty served as experts, chairpersons or resource persons   [02]

3.13 No. of collaborations   International [02]   National [0]   Any other [0]

3.14 No. of linkages created during this year   [02]

3.15 Total budget for research for current year in lakhs : Rs.5 Lakhs

From Funding agency [   ]   From Management of University/College [Rs.5 Lakhs]

Total   [Rs.5 Lakhs]

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	----
	Granted	---
International	Applied	----
	Granted	---
Commercialised	Applied	---
	Granted	---

3.17 No. of research awards/ recognitions   received by faculty and research fellows
Of the institute in the year   - NIL -

Total	International	National	State	University	Dist	College

3.18 No. of faculty from the Institution
who are Ph. D. Guides
and students registered under them

3.19 No. of Ph.D. awarded by faculty from the Institution   ---

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF [---]   SRF [---]   Project Fellows [---]   Any other [---]

3.21 No. of students Participated in NSS events:

University level [---]   State level [---]

National level [---]   International level [---]

3.22 No. of students participated in NCC events:

University level [05]   State level [05]

National level [02]   International level [---]

3.23 No. of Awards won in NSS:

University level [---]   State level [---]

National level [---]   International level [---]

3.24 No. of Awards won in NCC:

University level [---]   State level [---]

National level [---]   International level [---]

3.25 No. of Extension activities organized

University forum ___ College forum ___

NCC ___ NSS Camp Any other Eco-Watch Lake Rejuvenation

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- Blood Donation

- Civil Defence

Criterion – IV
4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	3 Acres	---	Management Corpus Fund	3 Acres
Class rooms	41	---	Management Corpus Fund	
Laboratories	9		Management Corpus Fund	
Seminar Halls	03			
No. of important equipments purchased (≥ 1-0 lakh) during the current year.		Cordless handheld microphone		8.17
Value of the equipment purchased during the year (Rs. in Lakhs)				8.17
Others				

4.2 Computerization of administration and library

- Administration is fully computerised
- Accounts department functions on Advanced Tally Package(Fee Collection/Receipts and Payments/Salary Disbursement)
- Establishment and student and faculty correspondence
- Public interaction
- Instant message transmission through Public Address System
- IPOMO, display device, google apps
- Biometric Staff Attendance

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	19032	Rs.2962937	6196	Rs.583665	25228	Rs.3546602
Reference Books	4013	---	---	---	---	---
e-Books	---	---	---	---	---	---
Journals	42	---	---	Rs.30541	---	Rs.30541
e-Journals	---	---	---	---	---	---
Digital Database	---	---	1	Rs.5000	1	Rs.5000
CD & Video	276	Rs.30583	0	0	276	Rs.30583
Others (specify)	---	---	---	---	---	---

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	176	112	512 Mbps	13	---	11	176	---
Added	34	32	512 Mbps	---	---	---	2	---
Total	210	144	512 Mbps	13	---	11	178	---

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

- Tally training for office staff
- Google apps computer training for accountants, administrative staff, academic staff and students
- Orientation for Principals about Budgeting

4.6 Amount spent on maintenance in lakhs :

i) ICT

---

ii) Campus Infrastructure and facilities

9.13

iii) Equipments

2.85

iv) Others

3.65

Total:

15.63

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

> - Publications: ETHOS and College Propectus,Writeups about student facilities, Display Boards, College Website,Articles,Reports and Interviews in the media/press

5.2 Efforts made by the institution for tracking the progression

> - Continuous evaluation of students by mentors and class teachers

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2964	---	---	---

(b) No. of students outside the state

213

(c) No. of international students

79

Men

No	%
60	75.94

Women

No	%
19	24.06

Last Year

General				Physically Challenged	Total
977	297	93	1545	2742	

This Year

General				Physically Challenged	Total
953	305	89	1088	2765	

Demand ratio 1.32:1   Dropout % = 8.35

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

> - Dedicated competitive exam section in the library
> - Books, Periodicals on current affairs
> - Orientation lectures/workshops on competitive exams
> - Competitive exam coaching

No. of students beneficiaries

87

5.5 No. of students qualified in these examinations

NET [---]   SET/SLET [---]   GATE [--]   CAT [---]

IAS/IPS etc [---]   State PSC [---]   UPSC [---]   Others [---]

5.6 Details of student counselling and career guidance

- Yuva jagruti
- Godrej Training
- Walmart Training
- Enactus

No. of students benefitted [32]

5.7 Details of campus placement

On campus			*Off Campus*
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
11	1318	318	---

5.8 Details of gender sensitization programmes

- Seminar on "Self Discovery"
- Seminar on IT for Women
- Vigil prayer for victims of sexual violence
- Human rights and Gender Sensitization
- Safety awareness for women
- Women's dav celebration

5.9 Students Activities

5.9.1   No. of students participated in Sports, Games and other events

State/ University level [09]   National level [08]   International level [---]

No. of students participated in cultural events

State/ University level [33]   National level [0]   International level [0]

5.9.2   No. of medals /awards won by students in Sports, Games and other events

Revised Guidelines of IQAC and su[9]on of AQAR   [8]   [---] 15

Sports : State/ University level   National level   International level

Cultural: State/ University level | 8 | National level | --- | International level | --- |

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	16	Rs.77000/-
Financial support from government	100	Rs.9,40,311/-
Financial support from other sources	----	Rs.2,97,950/-
Number of students who received International/ National recognitions	----	----

5.11   Student organised / initiatives

Fairs   : State/ University level | --- | National level | --- | International level | --- |

Exhibition: State/ University level | __ | National level | __ | International level | __ |

5.12   No. of social initiatives undertaken by the students | 2 |

5.13 Major grievances of students (if any) redressed: _____NIL_____

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

> VISION: Inclusion of all aspirants to education and expansion across all realms of the academia
> MISSION: To inculcate basic human values, generate the spirit of enquiry, induce healthy
> challenges, encourage sustainable accomplishments and ensure enriching rewards.

6.2 Does the Institution has a management Information System

> - Administration is fully computerised
> - Accounts department functions on Advanced Tally Package(Fee Collection/Receipts and Payments/Salary Disbursement)
> - Establishment and student and faculty correspondence
> - Public interaction
> - Instant message transmission through Public Address System
> - IPOMO, display device, google apps
> - Biometric Staff Attendance

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

```
Not applicable
```

6.3.2 Teaching and Learning

```
SIFE
```

6.3.3 Examination and Evaluation

```
Common pre-final exam for students of all
institutions under the management
```

6.3.4 Research and Development

```
Poster presentation

Seminar on teaching research
```

6.3.5 Library, ICT and physical infrastructure / instrumentation

```
Lending,reference,referral,reprographic,internet,inter library loan, current
awareness service,OPAC,Newsletter corner, Online Delivery of question papers to
the users on request, Generation of ID Cards to the staff and students
```

6.3.6 Human Resource Management

- Training program for administrative staff
- Training program on budgeting
- Training program in computer

6.3.7 Faculty and Staff recruitment

- Common centralized selection process
- Wide publicity in media
- Wide notifications

6.3.8 Industry Interaction / Collaboration

- Corporates are invited to interact with students
- Students industrial visits
- Training by leading companies.Ex : Godrej,Walmart
- Students in free enterprise

6.3.9 Admission of Students

> - Applicants and parents/guardians are counselled to help them select suitable courses
> - Orientation about college and facilities

6.4 Welfare schemes for

Teaching	ESI,Mediclaim,Financial support for Research and participation in seminars/workshops,Google Apps Training,Orientation for principals about budget preparation,Gratuity and Provident Fund
Non teaching	ESI,Mediclaim,Gratuity,Provident Fund,Computer Training,Google Apps Training,Orientation for Accountants and Tally training for accountants
Students	Accident insurance scheme,Scholarships,Fee Waiver,Cash Award for Top Scorers

6.5 Total corpus fund generated   Rs.57581832/-

6.6 Whether annual financial audit has been done   Yes [*]   No [   ]

6.7 Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	NAAC	Yes	Principal & HOD
Administrative	Yes	SET Auditors	No	---

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes   Yes [   ]   No [*]

For PG Programmes   Yes [   ]   No [*]

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

Not Applicable

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

Not Applicable

6.11 Activities and support from the Alumni Association

- Meets periodically, interacts with faculty and students, shares experience, provides professional guidance and contributes financially

6.12 Activities and support from the Parent – Teacher Association

- Meets periodically, reviews wards academic progress and attendance

6.13 Development programmes for support staff

NIL

6.14 Initiatives taken by the institution to make the campus eco-friendly

- Gardens and lawns are maintained
- Plastic free campus
- House keeping
- Solar lighting of campus

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- Poster presentation by students
- SIFE activities

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

- International Seminars
- Poster presentations by students
- Online attendance system was strengthened to ensure discipline,regularity and punctuality.
- Online testing

7.3 Give two Best Practices of the institution *(please see the format in the NAAC Self-study Manuals)*

- Online attendance and course tracking
- Student mentoring
- Undergraduate research – poster presentation
- Civil defence

Provide the details in annexure (annexure need to be numbered as i, ii,iii)

7.4 Contribution to environmental awareness / protection

- Tree plantation by students with community support
- Environmental awareness rallies/walkathons
- Lake rejuvenation project part of Ecowatch

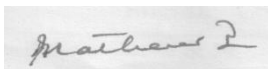7.5 Whether environmental audit was conducted?   Yes ☐   No ☐ *

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

Strengths
    State of the art infrastructure, Numerous forums, cells etc., Industry-Academia Collaboration
Weakness
    Larger Sports ground required, Transport facility
Opportunities
    Post graduate courses
Challenges
    Attracting better students and retaining experienced staff.
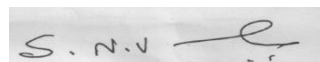
8. Plans of institution for next year

- Attract better students for admission
- Retain experienced faculty
- Improve results
- Encourage Research

Name: P.V.Mathew   *Name:*   Dr.S.N.Venkatesh

Signature of the Coordinator, IQAC   *Signature of the Chairperson, IQAC*

_____***_____

Annexure I

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

****