



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution	SHRI DHARMASTHALA MANJUNATHESHWARA COLLEGE OF BUSINESS MANAGEMENT, MANGALORE
Name of the head of the Institution	ARUNA P KAMATH
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	08242494186
Mobile no.	9964142796
Registered Email	sdmcbm@sdmcbm.ac.in
Alternate Email	principal@sdmcbm.ac.in
Address	M.G. ROAD, KODIALBAIL
City/Town	Mangaluru
State/UT	Karnataka
Pincode	575003

2. Institutional Status																															
Affiliated / Constituent	Affiliated																														
Type of Institution	Co-education																														
Location	Urban																														
Financial Status	state																														
Name of the IQAC co-ordinator/Director	DR. MURALIDHAR RAO K S																														
Phone no/Alternate Phone no.	08242494186																														
Mobile no.	9945370431																														
Registered Email	iqac@sdmcbm.ac.in																														
Alternate Email	sdmcbm@sdmcbm.ac.in																														
3. Website Address																															
Web-link of the AQAR: (Previous Academic Year)	https://sdm.ac.in/naacpdf/SDMCBM_AOAR_2018.pdf																														
4. Whether Academic Calendar prepared during the year	Yes																														
if yes,whether it is uploaded in the institutional website: Weblink :	https://sdm.ac.in/docs/AcademicCalendar%202018-19.pdf																														
5. Accrediation Details																															
<table border="1"> <thead> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accrediation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>B</td> <td>0</td> <td>2004</td> <td>16-Feb-2004</td> <td>15-Feb-2009</td> </tr> <tr> <td>2</td> <td>A</td> <td>3.0</td> <td>2010</td> <td>04-Sep-2010</td> <td>03-Sep-2015</td> </tr> <tr> <td>3</td> <td>A</td> <td>3.30</td> <td>2017</td> <td>12-Sep-2017</td> <td>11-Sep-2022</td> </tr> </tbody> </table>						Cycle	Grade	CGPA	Year of Accrediation	Validity		Period From	Period To	1	B	0	2004	16-Feb-2004	15-Feb-2009	2	A	3.0	2010	04-Sep-2010	03-Sep-2015	3	A	3.30	2017	12-Sep-2017	11-Sep-2022
Cycle	Grade	CGPA	Year of Accrediation	Validity																											
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1	B	0	2004	16-Feb-2004	15-Feb-2009																										
2	A	3.0	2010	04-Sep-2010	03-Sep-2015																										
3	A	3.30	2017	12-Sep-2017	11-Sep-2022																										
6. Date of Establishment of IQAC	30-Jul-2005																														
7. Internal Quality Assurance System																															
Quality initiatives by IQAC during the year for promoting quality culture																															

Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Student Orientation Programme for new entrants	23-Jun-2018 1	475
View File		

8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/ Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	Nil	Nil	2019 0	0
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

12

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

12. Significant contributions made by IQAC during the current year(maximum five bullets)

- Introduction of additional short term courses in emerging subjects.
- Deciding the target of presenting at least two research papers by the faculties in a year which is significantly fulfilled.
- Involvement of large number of students by organizing wide range of extension activities.
- Orienting the students on value based education.
- Designing programmes to inculcate multi various skill among the students.

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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achievements/Outcomes				
Each department to have their own plan of action	Departments have submitted their plan of action to IQAC and implemented the same successfully				
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14. Whether AQAR was placed before statutory body ?	Yes				
<table border="1" style="width: 100%;"> <thead> <tr> <th data-bbox="116 499 796 546">Name of Statutory Body</th> <th data-bbox="798 499 1476 546">Meeting Date</th> </tr> </thead> <tbody> <tr> <td data-bbox="116 548 796 633">SDM Educational Society, Ujire - Management</td> <td data-bbox="798 548 1476 633">12-Feb-2019</td> </tr> </tbody> </table>		Name of Statutory Body	Meeting Date	SDM Educational Society, Ujire - Management	12-Feb-2019
Name of Statutory Body	Meeting Date				
SDM Educational Society, Ujire - Management	12-Feb-2019				
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No				
16. Whether institutional data submitted to AISHE:	Yes				
Year of Submission	2019				
Date of Submission	21-Feb-2019				
17. Does the Institution have Management Information System ?	Yes				
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	College management has created an MIS called "Educational Enterprise Resource Planning and Management (EERPMS)". The following MIS modules are used. 1) Academic Management 2) Library Management 3) Administrative Management 4) Human Resource Management 5) Accounts Management 6) Inventory Management 7) Asset Management The academic management module is used for registration of applicants, student's registration, allot roll numbers, faculty registration, fees collection/payment, allot subjects, setting time table, entering classwise attendance, sending absentee information and test marks to the parents through SMS etc. The library management module helps to entry of all books, circulation such as issue, return and renewal of books, recording attendance of students and staff, online public accessing of catalogues (OPAC) for bibliographical details of				

books, to generate all sorts of reports regarding library. Human resource management module is used for the registration of employees, managing employees attendance, casual leaves, OODs, special casual leaves etc. generation of salary, SMS to the employees etc. The account management module used for payment of salary and other programmes, collection of fine etc. Inventory management module supports entry of goods received and issued, stock balance with value etc.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

In the beginning of every semester, a meeting is held by each department for subject allotment and preparation of time table based on the guidelines of the affiliating university. A departmental plan of action is prepared for the effective implementation of the curriculum. The action plan consists of the following: • Maintenance of work dairy and review of the same by the HODs and Principal. • Assignments • Presentations by students • Internal tests and viva-voce • Case studies • Student centric learning activities (quiz, role play etc.) • Mini projects • Field visits • Subject related guest lecturers • Extra classes and face-to-face assistance for slow learners • Skill enhancement activities • Student faculty programmes • Extension and outreach activities • Short term courses

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Tally	Nil	25/06/2018	120	Employability	Computerised Accounting
Indirect Taxes	Nil	25/06/2018	120	Employability	Handling Taxation
Tourism	Nil	25/06/2018	120	Entrepreneurship and Employability	Skill to manage tourism industry
Corporate Communication and Mass Media	Nil	25/06/2018	120	Employability	Development of corporate communication skills
Innovation Management	Nil	25/06/2018	120	Entrepreneurship	Techniques of applying innovations

Basics of Financial Management	Nil	25/06/2018	120	Employability	Skills of managing finance
Marketing Skills	Nil	25/06/2018	120	Employability	Marketing Skills
Entrepreneurship Development	Nil	25/06/2018	120	Entrepreneurship	Entrepreneurial skills
Retail Management	Nil	25/06/2018	120	Entrepreneurship	Marketing Skills
Supply Chain Management	Nil	25/06/2018	120	Entrepreneurship Employability	Logistic Skills
Research Methodology	Nil	25/06/2018	120	Entrepreneurship Employability	Analytical Skills
Stock Market Operations	Nil	25/06/2018	120	Entrepreneurship Employability	Financial Managing Skills
Personality Development	Nil	25/06/2018	120	Employability	Human Resource Management Skills
Income Tax	Nil	25/06/2018	120	Employability	Financial Managing Skills
Insurance Risk Management	Nil	25/06/2018	120	Employability	Risk Management Skills
Consumer Protection	Nil	25/06/2018	120	Employability	Consumer Right Awareness
Basics of Microsoft Excel Application	Nil	25/06/2018	120	Employability	Practical skills in Excel
Programming in C Language	Nil	25/06/2018	120	Employability	Practical skill in C Programming
Basics of Microsoft Powerpoint Applications	Nil	25/06/2018	120	Employability	Practical skills in Power point presentations
Web Designing	Nil	25/06/2018	120	Employability	Practical skills in Web Designing
Microsoft Word	Nil	25/06/2018	120	Employability	Practical skills in MS

Basics of Computer Graphics	Nil	25/06/2018	120	Employability	Word Practical skills in Graphics
Basics of Microsoft Access Application	Nil	25/06/2018	120	Employability	Practical skills in Microsoft Access
Value Education	Nil	25/06/2018	120	Employability and Entrepreneurship	Life Skills

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	NIL	Nil
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nil	NIL	Nil

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	1377	Nil

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Corporate communications and Mass media	02/07/2018	75
View File		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BBA	VI Semester BBA Project Report	139
View File		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	No
Employers	No
Alumni	Yes

Parents	Yes
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1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained

Efforts are made to collect the feedback from the alumni, industrialists and prospective employers. Students: Student feedback is used for further improvement. Alumni: Efforts are also made to collect information about latest developments and emerging areas in the field of management from well placed alumni who visit the institution. Parents: Opinions of enlightened parents are also collected during the parent teacher meet and whenever they visit the institution. Feedback and suggestions on curriculum thus collected from the stakeholders are being generally discussed in departmental meetings to find out the feasibility of implementing the same to improve the effectiveness of the curriculum.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BBA	Business Administration	210	450	229
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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	1344	Nil	38	Nil	Nil

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
38	38	100	100	Nil	100
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View File of E-resources and techniques used					

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Class advisor is allotted to each class, in the beginning of the academic year. The students are expected to fill the personal Performa which is systematically maintained by concerned mentors. As a general practice, the mentors interact with the students to ascertain their background, subject stream, medium of instruction and aptitude for the current programmes, aspirations, areas of interest, their learning needs and skills. Students approach concerned class advisor for any issue relating to academic or personal matter. The class advisor

maintains the profile of the each student and monitors the overall performance. Progress report containing the internal test marks and attendance of each student is verified by the class advisor and sent to the parents

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1344	38	1:35

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
38	38	Nil	Nil	3

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
Nil	NIL	Nil	NIL
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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BBA	BBABMC	JUNE-OCT	19/11/2018	18/12/2018
View File				

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

? Academic progress of the students is assessed at different stages and by different means like regular test papers, periodic seminars and assignments, and viva voce. ? Formative evaluation: The formative assessment is done based assignments (one or two per Semester), internal tests (two per Semester), vivavoce (at the end of the semester), seminars, project work/dissertation. Examples for formative evaluation which has a positive impact are: ? Vivavoce is an innovative technique used to improve communicative skill and enhance confidence among the students. Onetoone interaction also enables faculties to give feedbacks and suggestions to the students for their improvement. ? Assignments to get indepth knowledge on emerging issues and developments in various fields. ? Seminars and presentations to boost their self confidence. ? Practical tests to get handson experience.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

Academic calendar regarding conduct of examination is prepared in advance based on the following guidelines: • Display of test time table one month in advance. • Intimation of evaluation schedule examination pattern, evaluation process and grading system in advance. • Announcement of the result within one week of the test. • Computerisation of internal marks and sending them to the parents through SMS.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<https://www.sdm.ac.in/departments.php>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
BBABMC	BBA	Businesss Administration	191	166	87

[View File](#)

2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<https://sdm.ac.in/docs/FEEDBACK%20ON%20INSTITUTIONAL%20PERFORMANCE%202018-19.pdf>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Students Research Projects (Other than compulsory by the University)	90	Self Finance	150000	150000

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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
YASHA An Interface with Industries and students	EDP	02/07/2018
World Entrepreneurship Day	EDP	21/08/2018
Workshop on Intellectual Property Rights	EDP	11/03/2019

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NIL	NIL	NIL	Nil	NIL

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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	NIL	NIL	NIL	NIL	Nil
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
Hindi Department	1

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	BBA	2	3
National	B.COM.	1	5.87
No file uploaded.			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
LANGUAGE	3
BCOM	5
BCA	3
BA (HRD)	2
BBA	8
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NIL	NIL	NIL	Nil	0	0	Nil
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NIL	NIL	NIL	Nil	Nil	Nil	NIL
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	40	86	9	23
Presented papers	40	79	1	Nil
Resource persons	1	4	3	22
No file uploaded.				

3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Swaccha Gelathi Programme	Digambara Jain Higher Primary School, Moodbidre	2	70
View File			

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NIL	NIL	NIL	Nil
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
NSS	Government Higher Primary School, Mannagudda	Vanamahotsava	2	70
View File				

3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
NIL	NIL	NIL	0
No file uploaded.			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/	Duration From	Duration To	Participant
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		industry /research lab with contact details			
Human Right Celebration	Human Rights	Karnataka State Human Right Commission	16/01/2019	17/01/2019	20
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
District Consumer Federation(R), Mangaluru	18/07/2018	Short term course on Consumer Protection	32
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
1850000	1977959

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Existing
Classrooms with Wi-Fi OR LAN	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
View File	

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
EERPv	Fully	EERPv3.0	2012

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
	Journals	22	59763	Nil	Nil	22

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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NIL	NIL	NIL	Nil

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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	187	137	0	23	0	10	3	36	14
Added	0	0	0	0	0	0	0	0	0
Total	187	137	0	23	0	10	3	36	14

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

36 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NIL	NIL

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
1725945	1740091	1850000	1962757

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

• Maintenance committee looks after the supervision of physical infrastructure (buildings, water supply and power supply). It is headed by a maintenance incharge who supervises the regular upkeep of the campus. • Electrical maintenance is outsourced. • The maintenance of water purifiers, computers and lab equipments is done through 'Annual Maintenance Contract' (AMC). • Plumbing and security services are done on contractual basis through various agencies. • Full time sweepers are appointed for cleaning and maintenance. The major steps taken for location, upkeep and maintenance of sensitive equipment are given below: • The supporting staffs, under the

supervision of maintenance incharge are responsible for the upkeep and maintenance of electrical equipments. • Voltage stabilizers and transformers are used to deal with voltage fluctuations. • The laboratory staffs look after the upkeep of the computers and peripherals. • The maintenance of water purifiers, computers and lab equipments is done through 'Annual Maintenance Contract' (AMC). • Equipments like server, router, generator's UPS and batteries are placed at safe locations.

<https://www.sdm.ac.in/library.php>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Fee concession	2	17500
Financial Support from Other Sources			
a) National	Arivu Loan scheme for minority students	48	916400
b) International	NIL	Nil	0

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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Resource Hub	04/07/2018	40	Human Resource

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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2018	Professional course orientation and Career guidance programme	1150	450	25	10

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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal

8

5

10

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Northern Trust, Bajaj Capital, ICICI, HDFC	117	36	5	50	30
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	76	BBA	Business Management	----	MBA, MCom
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
GATE	5
GMAT	70
CAT	27
Any Other	60
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
VIVEKOTSAV 2019	University Level	80
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5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	Overall Championship	National	3	14	Group Event	Group Event
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

College has a student council which consists of various associations. These associations conduct wide spectrum of activities to ensure the overall personality development of the students. There are many associations like Finance, Marketing, HRD, Commerce, Scan, Literary, Fine Arts, NSS, Rovers and Rangers, Red Cross etc. Each of this association has one representative from every class to coordinate the activities of the association and ensure the participation of every class. Besides this, two class representatives from each class also become the member of student council as shown in the chart below. IQAC has four students representative one from department. The institution follows participative approach to involve the students in decision making process. Scheduling of various cocurricular and extracurricular activities have been done by giving weightage to the views of the student representatives. Academic and administrative body like examination committee conveys their decisions taken by them in the student council so as to involve them indirectly in decision making. Editorial board has student representation which enables the board to seek the cooperation and support of all the students in the compilation of college annual.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

5.3.1 Whether the institution has registered Alumni Association? Yes/No, if yes give details (maximum 500 words): The institution has an Alumni Association. The illustrious alumni of the institutions, who are spread across the world, make it a point to visit the institution whenever they come to home town. Details of the contribution of alumni to the growth and development of the institution: a) Alumni who occupy key positions are invited to share their experiences and to give motivational talks to the students. b) They are invited as guest of honour for important functions like Student Council inaugural, inauguration of various associations, for management and IT Fests like Genesis, Synergy and Sygma fests, College Day celebration, etc. c) Alumni network plays an important role to help the present student to get placement. d) Views and suggestions of alumni are taken during the syllabus revision.

5.4.2 – No. of enrolled Alumni:

430

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

Eminent Alumnis are invited for guest lectures and also as chief guest for important programmes to share practical experience.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

6.1.1 Mention two practices of decentralization and participative management during the last year (maximum 500 words) Deans of department decentralize the responsibilities by assigning various tasks like skill enhancement activities, organizing fests, etc. to all the members thus ensuring participative management in the functioning of the department. Administrative work is decentralized by assigning various responsibilities such as admission,

examination, student service, etc. to different administrative staff to ensure smooth functioning of the institution.

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Admission of Students	The institution has an active website www.sdm.ac.in which provides details about the courses offered, calendar of events, student support facilities as well as other necessary information to the stakeholders.
Industry Interaction / Collaboration	In order to establish instituteindustry interface, <ul style="list-style-type: none"> • factory visits are organized to all the classes once a year. • Apart from these, small groups of students are also taken to various organizations. • In order to have hands on experience, the first year students are given the task of preparing report on three organizations of their choice which they submit to their class advisors in a month's duration. • Eminent industrialists and entrepreneurs are invited as resource persons and guests for various programmes to maintain a healthy rapport with them. During vacations students are encouraged to work in business establishments. • To create an awareness on job requirements in corporate sector among the students and make them job ready, YASHAAn Interface with Industries and Students is organized for all the final year students.
Human Resource Management	The institution supports the teaching and nonteaching staff to enhance professional development by granting OOD facilities and financial assistance for paper presentation and participation in academic programmes. <ul style="list-style-type: none"> • Inhouse faculty development programmes on research methodology and research related areas are organized • Necessary infrastructural facilities like computers, printers and WiFi are provided in all the staff rooms. • To facilitate research activities, all faculties are given individual login accounts on Nlist journal portal. • To empower the nonteaching staff, training programmes on office software is given.

A conducive work environment is provided by the institution to attract and retain eminent faculty. Ample opportunities provided for academic growth and selfimprovement by the institution attracts the best faculties. Motivation provided for professional growth has retained the eminent faculties. The institution provides the right atmosphere to nurture the competent staff. • Salaries offered and the annual increments, commensurate with experience. • The faculties are continuously encouraged to enhance their qualifications and advance professionally. • They are encouraged by providing financial assistance to participate and present papers at the national and international conferences. • Faculty members engaged in research are given the privilege of utilizing infrastructure. • Extending professional assistance to the faculties by providing them training for development, transparency in all academic and management activities, involvement in all the decision processes by inducting into the various academic committees encourage their retention. • Mutual cooperation, mentoring and reverse mentoring enables the development of all the faculties which is the prime motivator for retention. • Inhouse faculty development programmes on research methodology and research related areas are organized • Necessary infrastructural facilities like computers, printers and WiFi are provided in all the staff rooms. • To facilitate research activities, all faculties are given individual login accounts on Nlist journal portal. • To empower the nonteaching staff, training programmes on office software is given.

Library, ICT and Physical Infrastructure / Instrumentation

The Library has an advisory committee, consisting of Principal, Librarian, two faculty members and two student representatives. Library advisory committee plays an important role in the administration and development of the library functions and its facilities. Through the guidance of the committee, library has taken several innovative initiatives to make the library services user friendly. Some of these initiatives are

given below. • The orientation programmes for the students to get acquainted with the information services provided by the library and to upgrade their skills to use various ICT based library services. • Web portal for easy access question papers and syllabus. • Inverter system to ensure the uninterrupted power supply in the library. • Bar coding of the resources for easy access and for easy circulation of the books. • Automating user's attendance. • Online public access catalogue (OPAC). • Interlibrary borrowing facility for faculties. • Access to online journal and EBook portals through NLIST. • Computers and internet facility to access electronic resources. • Spacious reading room and accessible stack space. • Use of library management software. The institution encourages the extensive use of ICT and computeraided teaching/learning materials by providing adequate number of computers and peripherals in the computer lab and library for both the students and the faculty. All class rooms are equipped with LCD projectors and the departments have been provided with the desktops. Portable laptops are provided for use in the classrooms. Internet connectivity with WiFi facility enables the faculties to get the latest information. Students are encouraged to prepare presentations by using ICT.

Research and Development

The research and development committee of the institution takes the following initiatives. • Encourages the faculties to pursue Ph.D. degree. • Encourages the faculties to present papers and publish research articles. • To take up minor research projects. • Motivates the students to take up project work. • Organizes workshop on research methodology. • Collaborates with industry and professional associations. • Offering short term course on research methodology • Inviting eminent personalities from industry and professional association to interact with students to inculcate research culture.

Examination and Evaluation

• Two Internal assessment tests • Two Practical assessment tests • Assignments • Seminars • Vivavoce examination

Teaching and Learning	<p>Short term courses are introduced to supplement university curriculum. ? Teaching and Learning Every subject has an intended learning outcome which is mentioned in the syllabus and concerned teacher gives an orientation about the same. Based on this the following steps are taken to achieve them.</p> <ul style="list-style-type: none"> • Innovative teaching methods such as role play, student faculty, brain storming, collaborative and interactive learning, book review, case study, quiz and other student centric learning methods. • Assignments, seminars, classroom activity and projects • Advanced learners are encouraged to undergo summer vacation projects and student faculty programmes. • Guest lectures by experts. • Industry institution interaction. • Seminars, workshops, fests, field/factory/ industrial visits. • Cocurricular activities. • Student centric learning methods. <p>Faculty Development Programmes in areas like research methodology, counseling, minor research guidance and innovative teaching.</p> <ul style="list-style-type: none"> • Monthly meeting of the departments to share their ideas and about improving teaching learning process. • Enlisting recent trends in emerging areas for conducting student faculty programme. • Deputes faculty to academic programmes.
Curriculum Development	Short term courses are introduced to supplement university curriculum.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Planning and Development	EERPMS by our Management
Administration	EERPMS by our Management
Finance and Accounts	EERPMS by our Management
Student Admission and Support	EERPMS by our Management
Examination	EERPMS by our Management University Examination Portal

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2018	Dr. Muralidhara Rao	International Conference on	St. Agnes College	500

'Contemporary Innovations in Industry and Commerce' organized by the department of Post Graduate Studies and Research in Commerce, Mangalore University held on 22nd and 23rd February 2019.

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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	The Active Learning Classroom: Strategies for Educators.	NIL	22/06/2018	22/06/2018	30	Nil

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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
5 days GIAN programme on "Global Sourcing Strategies and Applications"	1	11/02/2019	15/02/2019	5

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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
39	3	22	22

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
3	4	2

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The institution has internal and external audit mechanism. Internal audit is done yearly by the internal auditor appointed by management. They submit internal audit report annually and necessary compliance is done accordingly. External Audit/Statutory Audit is also done by government every year. They submit audit report and audited financial statements to the college authorities. Necessary compliance is done by the college management. Copy of audit reports of last audit done by internal and external auditor and copy of compliance report given by the college. The local inspection committee from the university visits annually and checks the accounts.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NIL	0	0
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6.4.3 – Total corpus fund generated

14396310.58

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	The Affiliation Committee of the University	Yes	IQAC
Administrative	Yes	The Affiliation Committee of the University	Nil	IQAC

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

- Honouring of meritorious students.
- Honouring of faculty members.
- Support to co-curricular activities.

6.5.3 – Development programmes for support staff (at least three)

NIL

6.5.4 – Post Accreditation initiative(s) (mention at least three)

- More number of short term courses
- Encouragement to faculty members to publish quality research papers
- Faculty and Student participation in the national events

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
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b)Participation in NIRF	Yes
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Orientation to all faculty members	22/06/2018	22/06/2018	22/06/2018	36
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Self Defense Training programme	26/06/2018	26/06/2018	150	Nil
Women & Human Rights	10/08/2018	10/08/2018	120	Nil

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
NIL

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Provision for lift	Yes	2
Ramp/Rails	Yes	2
Rest Rooms	Yes	2
Scribes for examination	Yes	Nil
Special skill development for differently abled students	Yes	1
Braille Software/facilities	No	Nil
Physical facilities	No	Nil

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address	Number of initiatives taken to	Date	Duration	Name of initiative	Issues addressed	Number of participating students
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	locational advantages and disadvantages	engage with and contribute to local community					and staff
2018	2	2	30/07/2018	2	Court Visit	To gain knowledge in legal aspects	65
2018	30	30	28/07/2018	30	Visit to Schools	To improve communication and interaction skills	150
2018	10	10	28/07/2018	10	Visit to Orphan ages	To sensitize the students on social issues and community building	40

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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Prospectus	12/03/2018	Contains information about the Institution
College Calendar	10/06/2019	Contains calendar of events, rules and regulations and college activities
Sync Vision (Quarterly)	01/08/2018	Report of College activities
Annual Magazine	30/03/2019	Annual report and students articles

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Value Education on Personality Development	05/07/2018	05/07/2018	50
Transforming from Negative Attitude to Positive Attitude	27/08/2018	27/08/2018	40
Guest lecture on Value Based Education	17/01/2019	17/01/2019	60
Peace through	12/02/2019	12/02/2019	120

Mind Control			
Value in Life	14/02/2019	14/02/2019	120
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

Energy conservation: • Conscious efforts are made to check whether the electrical and electronic devices of the campus are duly switched off when not in use. • Seminar halls are fitted with energy efficient split air conditioners. • Old monitors are replaced with energy efficient models. • Use of natural lighting and ventilation to avoid day time lights. • Use of low emitting paints. • Display of slogans to create awareness about energy conservation. Use of renewable energy: • Use of natural lighting and ventilation as far as possible. Water harvesting: • Awareness through lectures and slogan writing. Efforts for carbon neutrality: • Encouragement to use public transport by the students. • Discouraging the use of four wheelers. • Constant reminders about vehicle emission checks. • Awareness about the importance of carbon neutrality. Plantation: • Tree plantation by NSS unit. • Observation of vanamahotsava. • Awareness through guest lectures, poster making, slogan writing and role play. E-Waste management: • The volume of E-Waste is minimum. Old computers donated to the schools run by our management. • UPS batteries are recharged / repaired / exchanged by the suppliers.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. TITLE: SKILL ENHANCEMENT The vision and mission of the institution stresses on developing the competencies of people to meet the challenges of business and industry and to empower them with requisite skills to be globally acceptable business leaders. Hence enhancing the skills of the students is given the highest priority. 2. TITLE: EXTENSION ACTIVITIES A large number of extension and outreach activities are organized to encourage community engagement and service among the students. These activities are organized for the benefit of the community through which personality of students can also be developed. The extension activities encourage sharing of knowledge, resources and services between the institution and the local communities. These activities bring about long lasting transformational effects for both the institution and the community.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<https://www.sdm.ac.in/docs/BestPractices.pdf>

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

The vision of the institution is: "Develop competencies, empower with requisite skills, provide world class professional management education at the reasonable cost and spread Indian ethos". The mission of the institution is: "Enrich the quality of life by creating and sustaining the urge to continuous learning by developing leadership, entrepreneurship, patriotism, and positive attitude towards life through practical training which gives exposure to global business and industry". Vision and mission reflect the institutional goals, based on the expectations and aspirations of our management. Our management headed by great visionary, Padma Vibhushan awardee, Dr. D. Veerendra Heggade visualized the need for developing management education at undergraduate level when it was still at an infancy stage and was even unheard of in this part of the state.

Thus, more than three and a half decade back the institution could foresee the need for professionally trained manpower required to lead the corporate business world, the dearth of which is felt now. Our institutional vision and mission are based on the firm belief that the students who graduate from the college should be able to stand on their own feet through entrepreneurial ventures incorporating business ethics. In keeping with this, our vision and mission statement mentioned below stresses on the following:

- Addressing the needs of the society: Society today requires business leaders with entrepreneurial skill. Institution thus addresses the needs of community by developing competencies of people to meet the challenges of business, industry and service sector and also by developing leadership, entrepreneurial skill among the people with patriotism, modern outlook and positive attitude towards life.
- Reflect the needs of the student's: Students who are seeking management education today expect the institution to provide world class training at a reasonable cost to empower them and institution strives to provide this.
- Institution's traditions and value orientations are reflected by stressing on the need for enhancing the quality of life of individual by encouraging to believe in personal integrity, hard work and honesty in public life.
- Vision for the future is to develop globally accepted business leaders. Thus the vision and mission is developed by incorporating the needs of the students, society, institutional traditions and vision for the future.

Provide the weblink of the institution

<https://www.sdm.ac.in/>

8.Future Plans of Actions for Next Academic Year

1. Industry integrated programme 2. Introduction of B.Voc. 3. Encouragement to MOOC. 4. Student Internship 5. Strengthening EDP Programme.