YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	RPA FIRST GRADE COLLEGE
• Name of the Head of the institution	Dr. Dhananjaya B. R.
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	08023503211
• Mobile no	9844032126
• Registered e-mail	rpacollege@rediffmail.com
• Alternate e-mail	rpa.cs.dept@gmail.com
• Address	CA-02, 70th Cross, 5th Block, Rajajinagar
• City/Town	Bangalore
• State/UT	Karnataka
• Pin Code	560010
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Urban

• Financial Status	**Self-financing**
• Name of the Affiliating University	**Bangalore University**
• Name of the IQAC Coordinator	**Prof. Uma Manoj Turmari**
• Phone No.	**08023503211**
• Alternate phone No.	**9986369628**
• Mobile	**9448123363**
• IQAC e-mail address	**rpa.cs.dept@gmail.com**
• Alternate Email address	**uma.monoj97@gmail.com**
3.Website address (Web link of the AQAR (Previous Academic Year)	http://www.rpadegreecollege.com/s/
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	http://www.rpadegreecollege.com/s/

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**2.58**	**2013**	**23/03/2013**	**22/03/2018**
Cycle 2	**B+**	**2.74**	**2019**	**04/03/2019**	**03/03/2024**

6.Date of Establishment of IQAC	**20/07/2011**

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	**Nil**	**Nil**	**Nil**	**Nil**

8.Whether composition of IQAC as per latest NAAC guidelines	**Yes**
• Upload latest notification of formation of IQAC	View File

9.No. of IQAC meetings held during the year	2	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes	
• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
• If yes, mention the amount		

11.Significant contributions made by IQAC during the current year (maximum five bullets)
Organised free Covid-19 vaccination drive at the college campus under NSS unit of the college and service is extended to students, Teachers, non-teaching staff and their family members and also to general public at large.
BOSCH soft skill training Program for all stream continued.
Virtual Industrial visit for B.B.A, B.Com and M.Com students at Vengree metal punch Pvt. Ltd. and RS Tools and machines and GT Tools and machines . .
Add-on course and placement training for final year students of all streams.

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

Plan of Action	Achievements/Outcomes
Necessary steps to be taken to improve the strength of BCA and B.Sc course.	Concession & instalment facility is given for meritorious who seek Admissions for B.Sc & BCA courses & there is an increment in student strength.
Decided to conduct vaccination drive for both Employees & students of the college.	Organised free Covid-19 vaccination drive at the college campus under NSS unit of the college & service is extended to students, Teachers, non-teaching staff & their family members and also to general public at large.
Increase ICT enabled facilities to conduct online classes during pandemic period	To conduct online classes more number of class room are up graded with ICT enabled facilities i.e Projector, Wifi connection etc
Encourage faculty to attend more number of seminars workshops, conferences by providing partial / full financial support from the college Faculties from different departments.	Faculties from different departments have attended many seminars, workshops, conferences, & FDP programme, NEP orientation programme by means of both online & offline. And seven teaching staff from different Department registered and pursing Ph.D in their respective subjects
Necessary steps to be taken to strengthening activities under research and language lab	Our college has been recognized as a research centre from Mysore University in collaboration with Chirashree Institute of research & development, Bangalore, and Language Lab is upgraded according to syllabus requirement
Organising job fair to attract different college students for PG as well as UG.	Job fair organised for UG & PG students under national career service programme by District employment exchange office (Technical Dept.) Bangalore

To start add add-on course for the UG & PG student.	As per the schedule Tally course is organised for B.Com & M.Com students. And Python course is arranged for final year B.Sc & BCA students.
Extension Activity programmes by NSS & NCC	Conducted Swatch Bharath Abhiyan programme, plantation camp & Blood donation camp under NSS . Also conducted Swatch Bharath Abhiyan, Weapon tanning programme, 'B' Certificate exam for NCC cadets at ARMY public School by NCC.
Continuation of MOU's	MOU's with BOSCH, IGSS is continued for this academic year.
Conducting the management fest for the current academic year 2020-21.	Due to pandemic not able to conduct management fest but conducted inter-college competition
Refresher program for non-teaching staff.	Due to pandemic did not conduct.
Continuation of implementation of Academic Administrative Audit (AAA)	In all the department's internal Audit (AAA) has done & generated reports.
Necessary preparations for the submission of data for AISHE portal.	Submitted data for AISHE portal in the month of January 2022.
Necessary preparation for the submission of AQAR.	Necessary preparation & documentation is done for the submission of AQAR.

13.Whether the AQAR was placed before statutory body?	Yes

- Name of the statutory body

Name	Date of meeting(s)
RPES Management / Governing Council Meeting	16/07/2021

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2022	03/01/2022

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	6

File Description	Documents
Data Template	[View File](#)

2.Student

2.1 Number of students during the year	769

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	45

File Description	Documents
Data Template	[View File](#)

2.3 Number of outgoing/ final year students during the year	221

File Description	Documents
Data Template	[View File](#)

3.Academic

3.1 Number of full time teachers during the year	**33**

File Description	Documents
Data Template	[View File](#)

3.2 Number of sanctioned posts during the year	**33**

File Description	Documents
Data Template	[View File](#)

4.Institution

4.1 Total number of Classrooms and Seminar halls	**31**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**29,28,530**
4.3 Total number of computers on campus for academic purposes	**122**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The curriculum design and development is done by the affiliating Bangalore University. Never the less the college adopts proactive measures to effectively transfer the curriculum to suit the socio economic and pedagogical stature of the students, who are first time learners too. Most of our teachers adopt bi-lingual method for

teaching learning. The copy of the curriculum is kept in the library for the benefit of the students either in the form of photo copies or sometimes asked to write down for personal benefits at the beginning of each semester. The IQAC Coordinator along with the governing council plans the entire calendar of events, prepares action plan for effective implementation of Calendar of events of Bangalore University description like internal tests, Assignments, special lectures, projects, exhibitions, seminar classes, field visits and other academic activities to get the best curriculum outcome. The faculty members are briefed on the academic plan through the syllabus and each faculty is provided with faculty dairy and monthly performance report to the HOD and annual report through AAA by the concern department, for effective implantation of curriculum is done in each of the semesters. This allows the departments to plan and implement the curriculum in a spaced and more effective manner.

As our teachers are used to ICT tools, in this pandemic of COVID -19 every department is entrusted with laptops to conduct Online Classes with Zoom application, Google Meet, Google Class Room Application. The teachers use many methods besides ICT to enhance the effectiveness of curriculum delivery, such as group discussions, debates, question answer sessions, exhibitions etc. to effectively communicate and teach the curriculum designed by the university. The curriculum is just a platform used by teachers to make learning more simple, understandable and effective. The students have access to text books and reference books in the library and are provided with internet browsing facilities to ensure that the curriculum is well understood and learned. The students are encouraged to present webinar, participate in the debates, choose projects, and in the study tours and industrial visits to make curriculum more interesting, effective and participative.

The participation of teachers in the academic bodies and universities such as board of examinations, and curriculum designs makes the process of curriculum delivery more meaningful, participative and effective. The slow learners are helped with bridge course and remedial coaching classes to help them not only cope with the demands of the curriculum but also make desired progress. The project works, assignments, result analysis, departmental meetings and the feedback from the students help in improving the implementation of curriculum.

In our institution, we make genuine efforts to effectively communicate and deliver curriculum, be it in terms of use of bi-lingual language, ICT facilities, tests, assignments, projects,

field visits, practical classes, Fests, seminar classes, thus ensuring the maximum benefit to the students from the designate curriculum by the affiliating university.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://www.rpadegreecollege.com/s/viewpage?pageid=305&submenuid=503

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The IQAC Coordinator along with the governing council plans the entire calendar of events, prepares action plan for effective implementation of Calendar of events of Bangalore University description like internal tests, Assignments, special lectures, projects, exhibitions, seminar classes, field visits and other academic activities to get the best curriculum outcome. The faculty members are briefed on the academic plan through the syllabus and each faculty is provided with faculty dairy and monthly performance report to the HOD of the concern department, for effective implantation of curriculum is done in each of the semesters. This allows the departments to plan and implement the curriculum in a spaced and more effective manner.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://www.rpadegreecollege.com/s/viewpage?pageid=305&submenuid=503

1.1.3 - Teachers of the Institution participate in B. Any 3 of the above
following activities related to curriculum
development and assessment of the affiliating
University and/are represented on the
following academic bodies during the year.
Academic council/BoS of Affiliating University
Setting of question papers for UG/PG
programs Design and Development of
Curriculum for Add on/ certificate/ Diploma
Courses Assessment /evaluation process of the

affiliating University

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

0

File Description	Documents
Any additional information	**No File Uploaded**
Minutes of relevant Academic Council/ BOS meetings	**No File Uploaded**
Institutional data in prescribed format (Data Template)	**No File Uploaded**

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

2

File Description	Documents
Any additional information	**No File Uploaded**
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

137

File Description	Documents
Any additional information	[View File](#)
Details of the students enrolled in Subjects related to certificate/Add-on programs	[View File](#)

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

The curriculum is prepared by expert body consisting of teachers from various institutions and senior faculty. The members ensure that the curriculum does cope with the requirements of the industry, application of knowledge, inclusion of most recent phenomena, relevance to the current times etc. Although the above said factors are important for any students, there are other issues that are beyond just the education and employability such as the issues of gender, environment, sustainability, human values, and professional ethics which also need equal representation in curriculum.

Most of the programmes do have these issues addressed in their syllabus and are seriously imbibed among students. The curriculum issued by Bangalore University includes various issues on women empowerment, sustainable development, human values like justice, equality, liberty and rights, caste issues, rights and duties, social responsibility, child rights, sexual minority rights, etc,. Similarly, the science streams deal with issues of environment, global warning, forestation, flora and fauna and sustainability etc,. The commerce and management programmes inculcate the business ethics, professional etiquette and moral values, ethics in business, fare pricing and competitions and moral business practices etc. The institution is committed to not only imparting the values that are mentioned in the curriculum but go beyond that to impart values that are needed to empower the youth intellectually, morally, socially, spiritually and into holistic individuals who will transform the society for a better world.

File Description	Documents
Any additional information	**No File Uploaded**
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

4

File Description	Documents
Any additional information	**No File Uploaded**
Programme / Curriculum/ Syllabus of the courses	**No File Uploaded**
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships

75

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students

A. All of the above

Teachers Employers Alumni

File Description	Documents
URL for stakeholder feedback report	**Nil**
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows   **B. Feedback collected, analyzed and action has been taken**

File Description	Documents
Upload any additional information	View File
URL for feedback report	**Nil**

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

769

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

769

File Description	Documents
Any additional information	[View File](#)
Number of seats filled against seats reserved (Data Template)	[View File](#)

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

"Orientation program" is conducted for the first semester students of different courses at the beginning of the academic year. To impress the students with various facilities in the college in terms of curricular, co- curricular and extracurricular activities further the fresher's will be enlightened on the scope of the study, the details of the papers to be studied, mode of evaluation etc... Remedial classes are conducted for the students of different streams and different semesters.

Library: A knowledge centre, digital library and internet facilities provide useful information for the students which enable them to cope with the enrolled program. These exercises bridge the knowledge gap of the incoming students and enable them to cope with the new environment. Strategies adopted for facilitating slow and advanced learners. Advanced learners and slow leamers are identified through internal evaluation process such as tests, group discussions and questions and answers.

Special programs for slow learners and advanced learners: The slow learners are taken special care by the concerned teachers/ counsellors/ mentors. The slow learners are constantly encouraged to pursue their studies with concentration and confidence. Remedial classes are arranged for them to overcome their deficiencies and weakness. Unit wise revision of the syllabus facilitates them to grasp the learning easily and counselling mode is adopted for facilitating slow learners to improve.

The advanced learners are encouraged to present their papers in the seminars. Reference books are provided to them. These advanced learners are encouraged to participate in seminars conducted in the college and in other institutions. they are also encouraged to motivate and guide their co-friends in their studies and curricular activities. Extra classes are taken after class hours on week days to provide special guidance by the faculty. Class teacher's acts as mentors for the students, each staff members mentors the student.

Their problem is considered, and attempt is made to solve the problem. Extra time is given to ask question for weak student. Remedial teaching is provided for slow learners, individual attention is given to avoid confusions. Repetition for the same concepts in extra classes helps the slow learners to understand the concepts clearly.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
769	**33**

File Description	Documents
Any additional information	[View File](#)

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Experiential Learning

During the seminar Experiential Learning Inside the Classroom you will learn practical skills and strategies to introduce experiential learning successfully into your classroom. Students learn better when they take the initiative to apply concepts to practice, to solve real problems, to make decisions, and to reflect on the consequences. Experiential learning inside the classroom works very well in large classes and for students who have work and family responsibilities in addition to their classes. It is an excellent pedagogy for developing skills as well as knowledge, encouraging deep understanding of learning complex concepts, applying theory to practice and preparing students to be critically reflective professionals.

Participation Learning

While increasing participation is an obvious goal courses that include frequent discussions and small-group work, it is also important in a lecture course. In short, if only a few students participate by volunteering answers, asking questions, or contributing to discussions, class sessions become to some extent a lost opportunity to assess and promote learning. You can improve student participation in your course by devoting time and thought to shaping the environment and planning each class session. Furthermore, the way in which you interact, both verbally and non-verbally, communicates to students your attitude about participation

Problems Solving

Have students identify specific problems, difficulties, or confusions. Don't waste time working through problems that students already understand. If students are unable to articulate their concems, determine where they are having trouble by asking them to identify the specific concepts or principles associated with the problem. Make students articulate their problem-solving process. In one-on-one tutoring session, ask the student to work his/her problem out loud. This slows down the thinking process, making it more accurate and allowing you to access understanding. Model the problem-solving process rather than just giving students the answer. As you work through the problem, consider how a novice might struggle with the concepts and make your thinking clear. Have students work through problems on their own. Ask directing questions or give helpful suggestions, but provide only minimal assistance and only when needed to overcome obstacles.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

The Institute follows ICT enabled teaching in addition to the traditional classroom education. Subsequent efforts are taken by the institute to provide e-learning atmosphere in the classroom:

1. In addition to chalk and talk method of teaching, the faculty members are using the ICT enabled learning tools such as PPT, Video clippings , Audio system, online sources, to expose the

students for advanced knowledge and practical learning.
2. Classrooms are fully furnished with LCD/OHP/Computers
3. Most of the faculty use interactive methods for teaching. The major emphasis is on classroom interaction in terms of research paper presentations, seminars, debates, group discussions, assignments, quiz/tests/viva and laboratory work.

Institute premises are Wi-Fi enabled

1. Specialized computer laboratory with an internet connection has been provided to promote independent learning. Wi-Fi facility for access of internet is provided on individual laptop and mobile devices.
2. Well security is provided to Wi-Fi users. Its access is controlled by the system administrator

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

33

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

33

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	**No File Uploaded**
List of the faculty members authenticated by the Head of HEI	**No File Uploaded**

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

3

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

33

File Description	Documents
Any additional information	**No File Uploaded**
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

On the induction day the first year students and parents are made aware of the internal assessment and evaluation for the instance in

the CBCS scheme. University allots 70% marks at the end of semester and 30% for internal test. The academic calendar of the institute is prepared in relevance with the university calendar. The internal assessment date is announced well in advance prior to the commencement of the semester in the calendar of events.

The internal marks are awarded by the subject teacher's and it's the decision of the teachers. Never the less, the distribution of internal marks based on various criterion which are already made known to the students every semester.

There are parameters on which the marks are allotted like test, assignments, attendance participation in the class room teaching, learning etc... and hence the students too are aware of the parameters, the marks awarded to the students are discussed in the class. The process is transparent.

A result analysis meeting will be conducted after every internal test is over. A class committee meeting will be conducted and reasons for poor results will be discussed. The test answers, model papers are given to the students.

A department level meeting is conducted after every internal tests and the result analysis is done. The slow learners are identified and remedial classes are conducted for them.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

To address the issues concerning with exams said matters, the institution has taken many steps to ensure they are addressed amicably Although the passing out final exams are conducted by the affiliating university and marks card and degree certificates are issued by the university, the college ensures that the process is smooth, time bound and effective

Right from paying the examination fee to uploading of forms and getting their examination hall tickets are streamlined by the online mechanism The students pay their fee on a given day and then they are given a form to fill the exam details which in turn is uploaded

online. The uploaded information is then printed and pasted in the college notice boards to verify and report anomalies. This entire process is done by the office staff in coordination with the class mentors. So at this juncture if there are any difficulties or discrepancies for the students then with the help of mentors, the issues are settled.

The college appoints the examination committee who take complete responsibility along with the office staff to conduct the entire examination process smoothly. Once the exam fees are paid student's approval is done, the university gives the hall tickets to students which are again distributed to students by the mentors and office assistance The committee makes proper arrangements to conduct exam and the faculty are assigned invigilation duty as per the request and the whole exam is conducted meticulously and with utmost discipline.

In order to get the marks results, marks cards, and degree certificates from the university, the college has assigned designate office staff and besides that there is also a teaching faculty who is appointed as liaison officer to address the grievances related to exam etc Grievances related to exam are quickly addressed and office staff and liaison officer help the students to set right any difficulties related to exam and results.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

POs of General Higher Education Programmes should be identified by the University/Autonomous College offering the three years Programmes

Sample POS of General Higher Education Programmes: Students of all undergraduate general degree Programmes at the time of graduation will be able to

PO1. Critical Thinking: take informed actions after identifying the assumptions that frame our thinking and actions, checking out the

degree to which these assumptions are accurate and valid,and looking at our ideas and decisions(intellectual, organizational, and personal) from different perspectives.

PO2. Effective Communication: Speak, read, write and listen clearly in person and through electronic media in English and in one Indian language, and make meaning of the world by connecting people, ideas, books, media and technology.

PO3. Social Interaction: Elicit views of others, mediate disagreements and help reach conclusions in group settings.

PO4. Effective Citizenship: Demonstrate empathetic social concern and equity centred national development, and the ability to act with an informed awareness of issues and participate in civic life through volunteering.

PO5. Ethics: Recognize different value systems including your own, understand the moral

dimensions of your decisions, and accept responsibility for them.

PO6. Environment and Sustainability: Understand the issues of environmental contexts and sustainable development.

PO7. Self-directed and Life-long Learning: Acquire the ability to engage in independent and

life-long learning in the broadest context socio-technological changes.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	http://www.rpadegreecollege.com/s/viewpage?pageid=399&submenuid=644
Upload COs for all Programmes (exemplars from Glossary)	**No File Uploaded**

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

POs of General Higher Education Programmes should be identified by the University/Autonomous College offering the three years Programmes

Sample POS of General Higher Education Programmes: Students of all undergraduate general degree Programmes at the time of graduation will be able to

PO1. Critical Thinking: take informed actions after identifying the assumptions that frame our thinking and actions, checking out the degree to which these assumptions are accurate and valid, and looking at our ideas and decisions(intellectual, organizational, and personal) from different perspectives.

PO2. Effective Communication: Speak, read, write and listen clearly in person and through electronic media in English and in one Indian language, and make meaning of the world by connecting people, ideas, books, media and technology.

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dimensions of your decisions, and accept responsibility for them.

PO6. Environment and Sustainability: Understand the issues of environmental contexts and sustainable development.

PO7. Self-directed and Life-long Learning: Acquire the ability to engage in independent and

life-long learning in the broadest context socio-technological changes.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

203

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://s3.ap-south-1.amazonaws.com/s2s.dev.default/M6lXqjCsBj.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

0

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	[View File](#)

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	[View File](#)
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	**No File Uploaded**
Paste link to funding agency website	**Nil**

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The Institution has provided all the required infrastructure for the overall development of students. The students are given the platform to make PPT presentation, to participate in the seminars, Group Discussion, to prepare the project reports, to participate in the industrial visits and excursions, to participate in the mock interviews, to participate in the cultural, sports and theatre activities and also to avail the wi-fi facility. Well-equipped library facility is provided to the teaching and students fraternity to widen their horizon of knowledge. The teachers are encouraged to pursue their higher studies like pursuing M.Phil, Ph.D degrees and to participate in the seminars, workshops, conferences.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

0

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	**No File Uploaded**
List of workshops/seminars during last 5 years (Data Template)	<u>View File</u>

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

0

File Description	Documents
URL to the research page on HEI website	**Nil**
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	<u>View File</u>
Any additional information	**No File Uploaded**

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

0

File Description	Documents
Any additional information	**No File Uploaded**
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

04

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

NSS and NCC units of the institution have been striving hard to make the cadets and volunteers to participate in various activities to serve the society and thereby associate themselves with the communities. Activities like Vaccination Programme in association with NCC/NSS, RPAFGC and Lion's Club of Peenya Yeshwanthpur, Swachh Bharat Programme, Freedom running programme, Independence Day Celebration, CATC Camp at JSS Public School, HSR Layout, Swamy Vivekananda Jayanti, Plantation of saplings, Inauguration of RPA FGC NSS Association were conducted during the Academic year in association with BBMP Hospital, Rajajinagar, Lion's Club of Peenya Yeashwanthpur, Inner Wheel Club.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

0

File Description	Documents
Any additional information	**No File Uploaded**
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	**No File Uploaded**

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

10

File Description	Documents
Reports of the event organized	**No File Uploaded**
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

10

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

26

File Description	Documents
e-copies of related Document	**No File Uploaded**
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

03

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	**No File Uploaded**
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The institution aims at imparting the skill and knowledge to enhance the students productivity so that education eradicates poverty much faster. The institution have sufficient class rooms and basic infrastructure for the conduct of successful teaching learning process. We have 28 class rooms with proper ventilation and lighting and all of them have access to Wi-Fi network with ceiling fans and LED bulbs. We have 8 laboratories with adequate facilities, equipment and practical tools are available. We have 118 computers are in the working condition and is being used for teaching and learning process. We have 40 KV UPS to provide uninterrupted power supply. The campus is Wi-Fi enabled . The college has an open air auditorium to organize general functions such as annual day ,sports day, intercollegiate fest etc.,. The college is also having a conference hall with LCD and accommodates 200 persons. All the departments have been given a laptop for teaching learning purpose. The library purchases books every year and adds more books and magazines and other reference books . The entire library is automated with online access to information.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	**Nil**

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The institution has adequate facilities for sports and games. There is a playground ground beside the college. . A physical education instructor is in charge of sports club. The instructor trains the students in both indoor and outdoor games.

In the current year 202-21 the institution has spend for the purchase of sports(Indoor and Outdoor),gymnasium and yoga,etc worth Rs,80,088/-.

The students are trained in open air auditorium for shuttle badminton and Games like football, kabaddi, volleyball, kho-kho, and other athletic field and tracks are conducted in the ground. The college produces university players in many sports and games. The

indoor facilities include the chess, carom, table tennis gym and etc.The institution also have a yoga class since 2015 to cater the needs of M. Com students as per their curriculum separate yoga teacher is training the students and teachers in campus. The college has a cultural club "BharatiyaSamskruthika Sangha" formed with the separate committee. The various cultural activities like talents day, ethnic day, inter-collegiate fest is conducted to the students. Students take part in the inter college and other cultural competitions. The outdoor sports facilities are volleyball court(01),kho-kho court(01).Kabbadi court (01),Tennikoit court(01),Throw ball court(01).The indoor sports facilities include Badminton courts (02) – cement courts, Table Tennis Table(01),Chess & Carom Room. The institution also has gymnasium facilities with Treadmill,Cycle,Dumbbell & Plate set, and Weight Lifting set, Bench Press.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	**Nil**

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

13

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

3.80

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

The college has an excellent library with good infrastructure and seating capacity. There is a reference section facility for both staff and students. Yes, the library is automated with KOHA software. The students can have access to the library using the smart card with bar code. The books are all entered on OPAC and hence the students can have access to these books online. We are practicing the open access system where in the students can access from the OPAC generated windows.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional Information	**Nil**

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access to e-resources   **C. Any 2 of the above**

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

1.10

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

68

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The institution is provided with internet facilities to both teachers and students. Each department in our college is utilizing the Wi-Fi facilities. Teachers are using Wi-Fi facilities and students are using internet facilities for learning purpose. Initially the internet was introduced in our college in the year 2010. Recently it was updated in the month of October 2017.The nature of update is through monthly payment. Replacement of systems is done periodically in a phased manner. The department of Computer Science keeps the computers with the latest software and the IT committee makes sure that the speed and the effectiveness of the internet service is updated and up graded. Yes the institution updates the IT related software regularly such as windows, Linux C, C++, JAWA, VB, SQL, MS office 2007 etc. The Wi-Fi of the college has speed of 250 MBPS and the campus is Wi-Fi enabled. The antivirus software are updated and all the computers are protected with anti-virus software. The latest anti-virus software is uploaded to the

systems.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	**Nil**

4.3.2 - Number of Computers

122

File Description	Documents
Upload any additional information	**No File Uploaded**
List of Computers	[View File](#)

4.3.3 - Bandwidth of internet connection in the Institution   **A. ? 50MBPS**

File Description	Documents
Upload any additional Information	**No File Uploaded**
Details of available bandwidth of internet connection in the Institution	[View File](#)

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

3.80

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The college has a dynamic web portal, whose content is updated regularly on a need basis.

Computers and their accessories are maintained by service engineer deputed from the vendors under Annual Maintenance Contracts. For system not under Annual Maintenance Contract, the institution has appointed an internal system administrator for maintenance and repair work. The services of contingent (staff, Attender and sweeper) are utilized by the administration for keeping the campus clean and tidy. Temporary assistance of technical persons who are versatile of any repair of the equipment's is taken and flaws are solicited.

The maintenances of the Xerox machines, intercom, printers and other scientific equipment's are done by agencies under AMC and breakdown calls. A maintenance engineer and an electrician are appointed by the institution on the regular basis.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

0

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<u>View File</u>

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<u>View File</u>

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to Institutional website	**Nil**
Any additional information	**No File Uploaded**
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

0

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

0

File Description	Documents
Any additional information	**No File Uploaded**
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

42

File Description	Documents
Self-attested list of students placed	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

66

File Description	Documents
Upload supporting data for student/alumni	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

0

File Description	Documents
Upload supporting data for the same	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

0

File Description	Documents
e-copies of award letters and certificates	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of awards/medals for outstanding performance in sports/cultural activities at univer sity/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

The institution follows the UGC and state rules on the information and establishment of a student council and hence the college does not have a formal student council elected by the student through

election direct or indirect. Students in each class identify two representatives, girls and boys. They are selected based on merits. These representatives work as bridge between students and Principal/HOD/Faculties. Once in every semester principal addresses class representatives. These representatives take the initiative to represent the grievances of the class and also take leadership in organizing functions, class trip and study tours, academic co-ordination with the faculty, industrial trip, college fests to improve their academic knowledge.

These representatives also represent the college in various committees and associations, being in cultural team, women cell are in coordinating other important college programs and schemes. They play important role in organizing national festivals and events in college. These class representatives are part of college magazine, student's grievance cell, discipline committee cultural committee sports committee and IQAC committee and for assisting in the administrative functions. The sports and cultural cells very much depend and function on the support and guidance of the students as they have better interaction and understanding with the student community.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

0

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

The outgoing students of our institution formed an alumni association which has been actively conducting many programs to provide platform for Alumni and current students for their carrier progress and get an exposure about industry and upliftment of institution, feedback regarding the curriculum, academic and extension programs. The Alumni association organizes two meets per year to share their experience and contribute in their own ay for the development of institution. The institution invites Alumni who are in the top position in the corporate sector to train our students and to improve their employability, to help poor students by providing books, E-system, seminars, workshop, uniforms, fund raising this practice helps in making the institute a center for excellence. The institution was organized without any financial support in an informal way. For the academic year 2017-18 the association has been registered on 7th October 2017, Reg No. DRB-1/SOR/404/2017-18 as RPA First Grade College Alumni association on 31st October 2017 opened the bank account at Bank of Maharashtra, Rajajinagar, Bangalore. The institution has been made mandatory for current final year students to make the registration of annual fees Rs. 100/- and life membership is Rs. 1000/- and the contribution towards institution. Our institution maintains Alumni Face book page, WhatsApp groups and group email id

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

5.4.2 - Alumni contribution during the year (INR in Lakhs)   **E. <1Lakhs**

File Description	Documents
Upload any additional information	**No File Uploaded**

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Vision:

To be amongst the finest institutions in education by providing value based and career oriented education and create self-reliant citizens with moral values and social responsibilities.

Mission:

- **To impart education based on scientific, moral and value based foundation to meet the challenges of the technologically advancing global environment.**
- **To impart human values and to promote leadership qualities among students.**
- **To ensure quality education for the economically weaker sections to the society.**
- **To encourage the faculty and students to pursue academic excellence.**
- **To provide adequate infrastructure.**

Rajajinagar Parents Association (RPA) First Grade College is governed by group of committee members of Rajajinagar Parents Education Society (RPES). A perspective plan helps in taking the institute towards its stated objectives and fulfilment of its mission and vision without side tracking. With a history of two decades the institution has been providing value based and non-

commercialized education to the society. Most of the students enrolled in the institution come from economically poor background. By encouraging such students to take up higher education, the institution is realizing one of the objectives of higher education policy of the nation. The institution has periodically and dynamically updated its infrastructure facilities and added new courses in tune with the higher education policies of the nation.

The management is deeply committed to ensure quality education and it naturally percolates down through each level of management. Management of our institute is highly competent and responsive in designing and implementing policies and plans to upgrade the academic and administrative standards. Local Governing Body, Executive Committee and Life Members meet periodically to discuss the various schemes of quality enhancement in consultation with the Principal and IQAC. The Management encourages active participation of faculty members in formulating and executing the quality policies and plans.

The institution is headed by a principal, who is supported by the office staff for the administration and for academic administration and implementation, he is supported by the governing council and Heads of the departments. The entire faculty of the college support all the academic and administrative functions.

The principal co-ordinates the institution with external regulatory bodies like UGC, NAAC, University and Higher Education Departments. He encourages gathering of feedback from stakeholders and thereby prepares plan of action in consultation with IQAC.

The faculty members actively participate in managing every aspect of the institution. They assist Principal in designing and implementing various schemes of quality enhancement. They also act as coordinators of various courses, conveners and members of various associations/forums, for their effective functioning. Faculty members provide practical exposure to students to bridge the gap between theory and practice. And evaluate the performance of students through assignments, in-house seminars, internal tests, group discussions and various Inter-class and Inter-collegiate competitions. The faculty members adopt ICT enabled, Interactive and motivational teaching and learning strategies.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The Institute has decentralized governance system. It encourages participative and democratic style of management. As a matter of decentralization and encouragement of faculty and students to participate in decision making, the institute encourages faculty and students to actively engage in various committees formed. All Committees are encouraged to plan for their respective areas of activity, facilities. Faculty and student coordinators are encouraged to express their ideas, plans and suggestions to arrive at necessary decision. In this regard 21 Sub Committees have been constituted as means for the participative management. The Principal delegates authority to academic council and administrative council. Academic Council consists of HODs, faculty and students. Administrative Council consists of Manager, Office Superintendent, Office Staff and Menial Staff.

Academic Council:

Academic Council is a committee formed at Institute level that consist Head of Department of all UG and PG programs of the Institute. RPAFGC believes in participative nature of management. Academic council meetings are held periodically for discussing the issues and challenges, developmental aspect of the Institute. Thus, the institute encourages teachers, students, parents, corporate resource persons, employers, alumni, staff, class coordinators and class representatives to share their ideas, opinions, suggestions through proper channels i.e. through Department meetings, parent-teacher meet, alumni meet, student feedback system and through other various committee meetings.

The inputs received from various stakeholders of the institute are reviewed and those which are in line with our institute's Vision and Mission Statements will be considered by the Academic council for the decision making.

Administrative Council:

Manager is incharge of office administration, in consultation with the Principal, IQAC, office superintendent and office staff, he designs and implements quality policies and plans for the effective administration. Every office staff empowers to correspond effectively with the various regulatory authorities on various matters of administration.

The college promotes the culture of participative management. RPES Management exercises its control over policy formulation and its execution through the Local Governing Body, Executive Committee and the Life Member. Local Governing Body approves budgets and recommends on various matters. Executive Committee implements the recommendations of Local Governing Body. Principal, as a Member Secretary, in consultation with various Departmental Heads, Conveners of various Committees, IQAC and student representatives, takes the routine decisions. At the department level H.O.D's convene meetings of their respective departments' faculty to discuss various academic and administrative matters.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

A perspective plan of development is essential for the orderly and sustained growth of any organization. The Rajajinagar Parent's Education Society is committed for the aspects of development of education, augmentation of infrastructural facilities and growth of the College. It specifies targets to the College along with allocation of budget. To arrive at the target to be specified, Management seeks the information from all stakeholders, observers and evaluates the best practices and strategies. In line with the views of the Stake holders, college determines the needed infrastructure for academic advancement, bringing excellence into the activities and allocates budget accordingly.

Departmental Heads along with faculty members and students deploy the quality policy through organizing various certificate courses, skill development programs, training sessions and competitions regularly to enhance the creativity and competency level of students. Each and every department of the institute has organized

guest lecturers regularly and entered into MOUs with reputed academic bodies, industries and NGOs. Faculty and staff are participate and present their research findings at various conferences and seminars.

The college has perspective plan for development and aspects to be considered for inclusion in the plan are inculcating research culture among staff, introduced Post Graduate course in commerce, expanding co- curricular and extra-curricular activities, more E-class rooms for ICT enabled teaching and learning, introduction of more number of certificate courses and value added programs to enhance the employability of students, up-gradation of science laboratories, language labs, research labs, departments and class rooms etc.

College obtains feedback in several ways. Every department obtains student feedback once in a semester at the end of Semester. After thorough analysis, the head of the department provides his views and suggestions and communicates the same to the students/ faculty concerned. Needed support and guidance will be provided by senior faculty as required. The improvement of the performance of that faculty will be monitored through subsequent feedback. The institute has a clearly set and defined mechanism for obtaining the feedback from the students to improve the performance and quality of the institution.

The senior teachers collect the exit level feedback from the graduates on learning processes. The inputs obtained from them are further used to improve the overall competency of the students for employability.

NSS is one of the example for activity successfully implemented based on the strategic plan. NSS unit consisting 109 volunteers is an added feather to RPA First Grade College.

NSS unit regularly organizes:

- Blood donation camps in collaboration with Red Cross
- Health check up camps for students, staff and neighbouring locality people, in collaboration with leading hospitals.
- Camps at nearby villages in collaboration with NGOs for awareness programs on cleanliness, health and hygiene, fundamental rights like right to education, right to live with dignity etc., girl child protection and safety, environment protection.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	View File

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The institution is managed and administered by Rajajinagar Parents Education Society. The society is vested with powers to take all major administrative and policy decisions. Executive committee of the society meets to discuss about academic infrastructure and finance. A core committee of the management decides about faculty recruitment, performance evaluation of teaching and non-teaching staff. Governing Body is the supreme policy making and policy implementing mechanism of the college. The Principal is the member secretary of the Governing Body. The Principal brings to the notice of the above body about the functioning of the institution and acts as a catalyst between Management, Staff and students. The College Management discusses various aspects in detail and arrives at the necessary strategies and plans to keep up the quality of education in the campus. The members of the management are always available to the faculty to present their views and ideas. The opinions of faculty and staff are always considered positively for evolving policies.

The governing council constituted by the management meets twice a year. The college council meeting is conducted by the principal every month for discussing on the issue and challenges, developmental aspects of the institute. Other committees like cultural, sports etc. meet regularly to plan, evaluate and implement various programmes.

The management has a long term perspective plan of establishing new courses. Short term perspective plans for the year are drawn up at the IQAC and this is done bearing Vision, Mission and Goals in mind. The college governing council is the highest decision-making body in the college. Important policy decisions are taken here and validated at management committee meetings. The office superintendent supports the principal in managing the administration of the college. The administrative staff take care of fee collection, admission

formalities, maintaining of accounts, liaising with the Universities, DCE and government departments. They also play their role in the conduct of examination and the announcement of results. The staff members assist the principal in managing the academic work of the college. Staff meetings are held on a regular basis and academic matters are decided by general consensus. Various committees are constituted to take care of activities like cultural committee, examination committee, time- table committee, etc., which discharge their duties in co-ordination with each other.

Name of the Committee.

1. Internal Quality Assurance Cell (IQAC)

2. Planning Board Committee

3. Academic Planning Activities Board

4. Admissions Committee

5. Campus Maintenance Committee

6. Career Guidance and Placement Cell

7. Committee for Remedial Classes / Bridge Courses

8. Cultural Committee

9. Disciplinary/Anti-ragging Committee

10. Examinations Committee

11. Students welfare Committee

12. Library Advisory Committee

13. Magazine Committee

14. NCC cell

15. NSS cell

16. Research Committee

17. Sports cell

18. Students' Grievance cell

19. U.G.C / NAAC Committee

20. Web Upgradation Committee

21. Women Empowerment Cell

File Description	Documents
Paste link for additional information	http://www.rpadegreecollege.com/s/viewpage?pageid=166&submenuid=494
Link to Organogram of the institution webpage	**Nil**
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

C. Any 2 of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user inter faces	View File
Any additional information	**No File Uploaded**
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

The staff welfare measures in our institution helps in fulfilling the needs and motives give satisfaction. It includes various services, benefits and facilities offered to our employees.

1. **The institution provides ESI facilities to teaching and non-teaching staff.**
2. **As per government rules 12% of the salary will be contributed**

towards PF both by management and employees.

3. Felicitation by the management for achievement of the faculty by means of 'Best Teacher Award'.

4. Both teaching and non-teaching staffs are eligible for earned leaves after completion of first year of service. EL will be calculated and credited to the employees account twice in a year.

5. Encourage the staff to attend various workshops, seminars and skill enhancement programme to update their domain knowledge.

6. 45 days of maternity leave is applicable with full pay and allowances after completion of first year of service.

7. Gratuity benefits have been extended to all staff who have completed five years of continuous services in the institution in accordance with gratuity Act -1972. It will be paid at the time of retirement/resignation.

8. Encourage the faculty members to publish and present their work at international conferences.

9. Staff benevolent scheme for permanent teaching and non-teaching staff.

10. Fee condition facility for the wards of teaching staff.

11. Medical health centre facility is available for the staff members which provide basic medical facilities headed by qualified doctor.

12. Internet and Wifi facilities are provided to all the departments of the college.

13. Faculty members are encouraged to enroll for M.Phil. and PhD to update the knowledge.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	[View File](#)

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

01

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	**No File Uploaded**
Reports of Academic Staff College or similar centers	**No File Uploaded**
Upload any additional information	[View File](#)
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	[View File](#)

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

11

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

An employee performance appraisal in our institution often combining both written and oral elements where by management, principal and HOD evaluates and provides feedback on employee job performance, including steps to improve or redirect activities as needed.

Performance appraisal of teaching and non-teaching staff is done with various parameters like by providing self appraisal report which containing information on multiple activities of the staff. Principal collects feedback from students and HOD. Later the principal discuss report of each faculty and give necessary suggestion. Our institution also consider other parameters such as research paper, seminar, workshop, his/her experience in academic and non-academic performance. Based on these principal give suggestion for improvement in teaching if required.

All these helps to improve an individual's performance his/her contribution to the institutional activities.

Performance appraisal for non-teaching staff in our Institution conducted to develop and maintain acceptable level of performance with non-teaching staff. This helps to support and encourage staff and faster excellence in the work place. Performance appraisal for non-teaching staff is done providing self- appraisal to take responsibility for their own performance by assessing their achievement or failure. Principal will obtain and review self-appraisal from employee and employee will be provided with copy of signed performance appraisal form.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

There is a practice of Internal Audit of accounts once in three months. The same will be submitted to finance committee for approval and finally it will be ratified and approved by the executive Committee.

External audit which is statutory has been done by HEGDE and CO. Chartered Accountants, in our institution. The Audit involves performing procedures to obtain audit evidence about the amounts, disclosures in the financial statements. The Procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud/error, in making those risk assessments, the auditor considers internal control relevant to the Society's preparation, fair presentation of financial statements in order to design audit procedures that are appropriate in the circumstances. The Audit includes evaluating the appropriateness of accounting policies used and the reasonableness of the accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

After conducting the Statutory Audit by the Chartered Accountants, the final accounts will be placed before Management Committee. With the approval of the Managing Committee, the annual audited accounts will be placed before the General Body meeting every year for consideration and approval.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	View File

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

1.05

File Description	Documents
Annual statements of accounts	**No File Uploaded**
Any additional information	[View File](#)
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	[View File](#)

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

- **The premises of the Institution is utilized on holidays to conduct programmes by many community service organization such as Sathya Sai organization, art of living, Rotary inner wheel club, such as free medical camp, yoga, spiritual awareness camp, etc.**
- **The institution served as a venue for conducting much competitive examination like AIMA, FCI, SRMEE, COMED-K, UGC-NET, SSC, KCET, KEA, BEL, and KPSC by the government or private agency with the involvement of the faculty on holidays.**
- **The Institution serves as a venue for conducting Tally certification courses by Kayaka Computers Education Pvt. Ltd.**

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

IQAC is a part of the institution's system and work towards realization of the goals of quality enhancement and sustenance. It is established in the year 2012 to coordinate and monitor the quality issues in line with NAAC requirement through various committees and cells.

The various quality initiatives taken by IQAC includes,

1. IQAC takes initiative to award the best teacher during Teacher's day celebration to motivate the teachers.

2. IQAC coordinates BOSCH training program to provide required basic computer knowledge and personality development program to help students and staff.

3. IQAC conducts Academic and Administrative Audit to assess academic activities of the department.

4. IQAC plans for calendar of events.

5. IQAC recommends the teacher to use innovative teaching methodologies in teaching and motivate teachers to involve in active research.

6. IQAC regularly monitors the quality check in the institution.

7. IQAC helps the department in conducting seminars and workshops when they are organised in the college.

8. IQAC maintains detailed information regarding individual faculty and the department by means of self-appraisal format from the corresponding department.

9. IQAC coordinates with various committees.

10. IQAC conducts result analysis meetings every semester.

11. IQAC documents the research publications of faculties.

12. IQAC plans for quality improvement program and college academic fest etc.

File Description	Documents
Paste link for additional information	http://www.rpadegreecollege.com/s/viewpage?pageid=166&submenuid=494
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

IQAC helps in preparing academic calendar and provided to all the teachers. A syllabus book is also provided before the commencement of the program. Action plan for academic oriented activities like seminar, guest lecture etc are also prepared with other department.

The departments plan remedial education for the poor performers in the internal tests. Work diary is maintained by the faculty to ensure that portion are completed well in times. IQAC recommend the faculty members to use innovative teaching methodologies and use audio visual aids in teaching. IQAC coordinate with all the department to conduct internals as per BU norms and ensure that answer booklet are evaluated. IQAC will monitor all the departments regarding the conduct of regular result analysis meetings at the department level. IQAC collects teacher evaluation done by students and proper counselling will be given by the principal if necessary.

File Description	Documents
Paste link for additional information	http://www.rpadegreecollege.com/s/viewpage?pageid=531&submenuid=731
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	http://www.rpadegreecollege.com/s/viewpage?pageid=555&submenuid=645
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

The college has established a cell in the campus to empower girl students and to enhance understanding of issues related to women. On 8th March 2021, the cell organized a seminar on WOMENs' DAY CELEBRATION. Chief Guest was Smt. Sinchana M R., advocate. Spoke on importance of women empowerment in modern era and legal issues. Around 37 students participated. On 26th October 2021, the cell arranged programme on Awareness programme on Menstrual Problems by Rotary and inner wheel club of Bangalore Udyog, chief guest was Smt. Nisha Bellary, addressed the gathering. Around 42 female students including staff attended the programme.
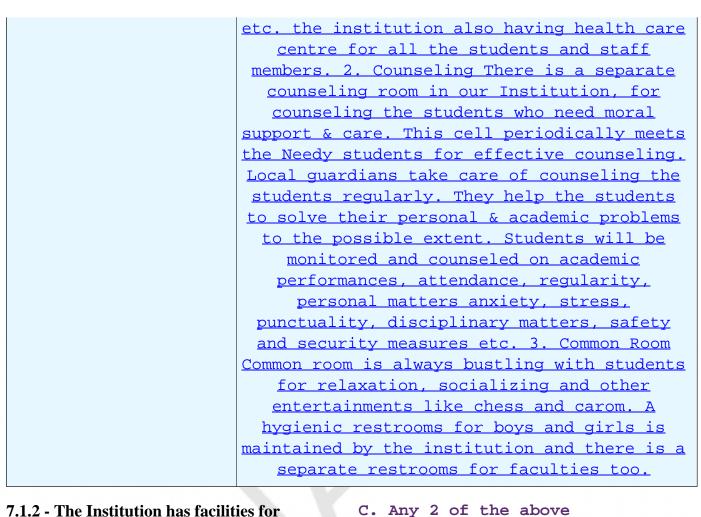
Year

2020-21

Numbers

02

File Description	Documents
Annual gender sensitization action plan	The college has established a cell in the campus to empower girl students and to enhance understanding of issues related to women. On 8th March 2021, the cell organized a seminar on WOMENs' DAY CELEBRATION. Chief Guest was Smt. Sinchana M R., advocate. Spoke on importance of women empowerment in modern era and legal issues. Around 37 students participated. On 26th October 2021, the cell arranged programme on Awareness programme on Menstrual Problems by Rotary and inner wheel club of Bangalore Udyog, chief guest was Smt. Nisha Bellary, addressed the gathering. Around 42 female students including staff attended the programme.
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	1. Safety and Security The primary concern of RPA First Grade College is to ensure safety for students, staff members. In our institution there is a separate ladies amenities centre in the campus, which provides the basic facilities for ladies during their stay in college. The college also has security at the entrance of the institution to make sure, that the girls and boys are assisted. The discipline committee in the college take due diligence in monitoring the whereabouts of the girl students in particular. The girls are advised on the do's and don'ts of behavior also. So there is absolute safety for girls in the college and if there any arises during the need of emergency then the local police are just within the vicinity and they are pressed into service in no time. The women cell conducts orientation classes in the beginning of the academic year. And discuss about code of conducts. CCTV camera has been fixed in the prominent places like all Floors, main building, staffrooms and entrance of the college and parking place

etc. the institution also having health care centre for all the students and staff members. 2. Counseling There is a separate counseling room in our Institution, for counseling the students who need moral support & care. This cell periodically meets the Needy students for effective counseling. Local guardians take care of counseling the students regularly. They help the students to solve their personal & academic problems to the possible extent. Students will be monitored and counseled on academic performances, attendance, regularity, personal matters anxiety, stress, punctuality, disciplinary matters, safety and security measures etc. 3. Common Room Common room is always bustling with students for relaxation, socializing and other entertainments like chess and carom. A hygienic restrooms for boys and girls is maintained by the institution and there is a separate restrooms for faculties too.

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures   Solar energy Biogas plant Wheeling to the Grid   Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Our institution has taken many initiatives towards waste management. It has focused on giving awareness about waste management for all the students', staff to follow the waste Management steps. Waste management dump yard and all the waste is dumped in that place. In most cases the institution makes use of the Bruhat Bangalore MahaNagara Palike (BBMP) the urban council which collects the

garbage and other wastes every week from the college. There is very little waste that is generated in the college.

The students are taught the need to keep the campus clean and not to litter the college. Solid Waste management has done, different dustbins are there for wet waste and dry waste. E-Waste Management is done by disposing all E-Waste of college for recycling purpose to E-Pari-saraPvt Ltd., and there by college is showing more interest to build healthy environment. Constant reminders are sent to the students to strictly practice restraint in wasting resources. E-waste is very minimal as the students are not encouraged to use CDs and other temporary e-resources. Most of the information is shared through online or through web and hence the e-waste is also very minimal.

The liquid waste in the form of microbial cultures is safely decontaminated through sterilization and disposed. The old computers are used in browsing centre in the college and some others computers and safely sent to the scrap vendor.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	**No File Uploaded**

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

C. Any 2 of the above

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles
3. Pedestrian-friendly pathways
4. Ban on use of plastic
5. Landscaping

File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities   D. Any 1 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment   5.   D. Any 1 of the above

Provision for enquiry and information :
Human assistance, reader, scribe, soft copies of
reading material, screen   reading

File Description	Documents
Geo tagged photographs / videos of the facilities	**No File Uploaded**
Policy documents and information brochures on the support to be provided	<u>View File</u>
Details of the Software procured for providing the assistance	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

There were a number of initiatives taken to address locational advantages and disadvantages. A campus cleaning program was an initiative taken by the students in order to develop the habitual cleanliness among the students and also to initiate the hygiene mindset among the community.

Vaccination drive was one of the most important drives organized as per the COVID norms laid by the government. All the students and teaching and non-teaching staff were vaccinated by encouraging 100% vaccination awareness in the college. The management also participated in the drive showing the encouragement.

After the release of new rules by the government and opening of colleges a simple ethnic day was arranged in order to encourage students towards the cultural development among the community.

The major camps were arranged were people across the locality and many of the students and faculty participated in the blood donation camps. Save life concept was majorly inoculated in the students mindset.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	[View File](#)
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

The institution religiously observes the national festivals such as the Independence Day, republic day, etc. the students and the staff take part in zeal and patriotism. In fact, most of the schools and colleges within the vicinity come to our college ground to perform cultural functions and parade which is presided by the MLA and other officers and leaders. The Gandhi Jayanthi, Ambedkar Jayanthi, Swami Vivekananda Jayanthi are few of the birthdays of great leaders that are observed with great fervour. While celebrating these national festivals, importance is also given to other many such festivals and locals festivals without losing the essence of the spirit of the constitution and other fundamental laws that govern the fabric of the society.

The students and staff are given the freedom and the responsibility to observe, celebrate any other days of importance, leaders, events, religious festivals, or other ideologies that inspired present or past without any fear or favour. The college is a nurturing ground for future leaders and entrepreneurs to make difference to the future generations. Youth icons or national leaders yesterday and today are cherished and celebrated in our campus in the right spirit and atmosphere. Rallies or street plays are performed on those days citing their ideologies and ideas. Exhibitions or cultural events are held in their names. The students are encouraged to participate in the debates and competitions in their name and history. Their pictures and posters are displayed along with their ideas and ideologues to inspire and encourage the students so that they get inspiration from such leaders and their history. Every year alumni meet is conducted for students.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Nil
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff   4. Annual awareness programmes on Code of Conduct are organized   B. Any 3 of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	View File

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

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File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	View File

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Title of the practice: BEST TEACHER AWARD

Objectives of the practice: The main objective of the best teacher is to increase the self confidence of the Teachers and to encourage them for their tireless effort and dedication towards the improvement of the Institution and students as well. It is under the principle of Newton's third law that is every action as an equal and opposite reaction. So by recognizing them they will be more dedicated towards institution.

The context: The mediocre teacher tells, the good teacher explains, the superior teacher demonstrates, the great teacher inspires. By William Arthur ward.

As he said only a great teacher can inspire each and every student if he/she inspires everyone, then only they can be a great teacher. We try to make every teacher a good teacher by recognizing them and encouraging them for their efforts.

The practice: The Motto of our institution is to provide quality education to the less fortunate and the Intimates of our locality so we encourage our teachers to do service to the society by the greatest way of teaching so that they may feel proud of themselves.

Evidence of success: The photograph proves the best evidence for this practice. On the basis of Academic Performance, Commitment in the college work, Leadership Quality, Feedback from students and HOD and other parameter are considered for the best teacher award

Title of the practice: BOSCH TRANING PROGRAM

Objectives of the practice: The main objective of the BOSCH training is to increase the self-confidence of the students, who are weak and slow learners, to encourage them for their further progress in their life. Vocational – A special program to encourage youths employable through short-term job-oriented training courses.

The context: BOSCH is an MNC, over the past 60 years; Bosch in India has created a space for itself in the society Our College is very happy to be associated with BOSCH and signed MOU for catering this programme to our students. We try to make every student as a capable individual to take up challenges in their profession by giving them required basic training.

The practice: The Motto of BOSCH training is to provide required basic computer knowledge and

Personality development program which helps the students to enact in a professional way in the Organization as well as in their career development..

Evidence of success Problems encountered and resources required:

As a measure we are providing training for students to overcome the obstacles for their path of success.

Notes: BOSCH skill in India, It is a bridge which responds to India's development and growth through employability enhancement and it has successfully completed the "BRIDGE- Vocational Training program" in the year 2020 around 28 students have been benefited.

File Description	Documents
Best practices in the Institutional website	Nil
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Vision:

To be amongst the finest institutions in education by providing value based and career oriented education and create self-reliant citizens with moral values and social responsibilities.

Mission:

- **To impart education based on scientific, moral and value based foundation to meet the challenges of the technologically advancing global environment.**
- **To impart human values and to promote leadership qualities among students.**
- **To ensure quality education for the economically weaker sections to the society.**
- **To encourage the faculty and students to pursue academic excellence.**
- **To provide adequate infrastructure.**

The institution has been doing a fabulous job in educating the least privileged and marginalized section of the society for the past 25 years. We can proudly place on record that most of our students belong to the SC and ST they are economically weaker sections and subalterns. We have been admitting every student who has been applying to our college without denying on the basis of marks secured. The institution performance towards its vision is to provide quality education to the poor fortune students and as well as to uplift them.

By conducting personality development programmes by an individual to reflect upon their own learning, performance and achievement and to plan for their personal, educational and career development. A continuous cycle of self reflection, recording and action, the purpose of PDP is to encourage students to learn and to develop

themselves. And plan for the future by becoming more aware of their capabilities and opportunities around them. PDP can be applied in a range of context, changing the way of students, make a choice in academic and of professional life and prioritize their action. For every year there is a campus recruitment drive, Reputed Companies like, Ven-Gree Metal Punch PVTLTD, ITC, Bosch, InfoTech JET KING etc. Have been conducting campus recruitment in the institute students are regularly participated every year. The outgoing students of our institution formed an alumni association which has been actively conducting many programmes, provide platform for alumni and current students for their carrier progress and to get an exposure about industries and upliftment of the institution, feedback regarding a curricular academic programme. Mentor system for monitoring the students and their progress in all aspects. Sports activities many of our students anticipated in National levels sports activities our college have NCC & NSS units which facilitate all the growth of the students. The aim of the institution is to being holistic development & to build students who can take the world by harms & create an impact for better world. Empowering women, giving them equal opportunity in employment world & larger society is our goal. Recently we have introduced academic administrative audit (AAA) in the college, with this we have achieved the distinction both in academic in administrative field. There is a healthy competition among the department in conducting the meaningful activities in the college. The Institution provides Wi-Fi connection for the teaching and non teaching staffs and also Solar energy is been installed to save the power.

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The institution performance towards its vision is to provide quality education to the poor fortune students and as well as to uplift them. By conducting personality development programmes by an individual to reflect upon their own learning, performance and achievement and to plan for their personal, educational and career development. A continuous cycle of self reflection, recording and action, the purpose of PDP is to encourage students to learn and to develop themselves. And plan for the future by becoming more aware of their capabilities and opportunities around them. PDP can be applied in a range of context, changing the way of students, make a

choice in academic and professional life and prioritize their action.

There has been an Incremental Growth in the percentage of getting admission in our college the recent past. In our college, girls have been given, equal opportunity in all the activities in the Cultural or Co-Curricular& extracurricular activities. the college has a hobby centre for creative work in cultural, form annually conducts, college test management fest, National & International seminars all conducted, for the uplifment of the students.

For every year there is a campus recruitment drive, Reputed Companies like, Ven-Gree Metal Punch PVT LTD , ITC, Bosch, InfoTech JET KING etc. Have been conducting campus recruitment in the institute students are regularly participated every year.

The outgoing students of our institution formed an alumni association which has been actively conducting many programmes, provide platform for alumni and current students for their carrier progress and to get an exposure about industries and upliftment of the institution, feedback regarding a curricular academic programme.

Mentor system for monitoring the students and their progress in all aspects. Sports activities many of our students participated in National levels sports activities our college have NCC & NSS units which facilitate all the growth of the students.

The aim of the institution is to being holistic development & to build students who can take the world by harms & create an impact for better world. Empowering women, giving them equal opportunity in employment world & larger society is our goal. Recently we have introduced academic administrative audit (AAA) in the college, with this we have achieved the distinction both in academic in administrative field. There is a healthy competition among the department in conducting the meaningful activities in the college.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The curriculum design and development is done by the affiliating Bangalore University. Never the less the college adopts proactive measures to effectively transfer the curriculum to suit the socio economic and pedagogical stature of the students, who are first time learners too. Most of our teachers adopt bi-lingual method for teaching learning. The copy of the curriculum is kept in the library for the benefit of the students either in the form of photo copies or sometimes asked to write down for personal benefits at the beginning of each semester. The IQAC Coordinator along with the governing council plans the entire calendar of events, prepares action plan for effective implementation of Calendar of events of Bangalore University description like internal tests, Assignments, special lectures, projects, exhibitions, seminar classes, field visits and other academic activities to get the best curriculum outcome. The faculty members are briefed on the academic plan through the syllabus and each faculty is provided with faculty dairy and monthly performance report to the HOD and annual report through AAA by the concern department, for effective implantation of curriculum is done in each of the semesters. This allows the departments to plan and implement the curriculum in a spaced and more effective manner.

As our teachers are used to ICT tools, in this pandemic of COVID-19 every department is entrusted with laptops to conduct Online Classes with Zoom application, Google Meet, Google Class Room Application. The teachers use many methods besides ICT to enhance the effectiveness of curriculum delivery, such as group discussions, debates, question answer sessions, exhibitions etc. to effectively communicate and teach the curriculum designed by the university. The curriculum is just a platform used by teachers to make learning more simple, understandable and effective. The students have access to text books and reference books in the library and are provided with internet browsing facilities to ensure that the curriculum is well understood and learned. The students are encouraged to present webinar, participate in the debates, choose projects, and in the study tours and industrial visits to make curriculum more interesting,

effective and participative.

The participation of teachers in the academic bodies and universities such as board of examinations, and curriculum designs makes the process of curriculum delivery more meaningful, participative and effective. The slow learners are helped with bridge course and remedial coaching classes to help them not only cope with the demands of the curriculum but also make desired progress. The project works, assignments, result analysis, departmental meetings and the feedback from the students help in improving the implementation of curriculum.

In our institution, we make genuine efforts to effectively communicate and deliver curriculum, be it in terms of use of bi-lingual language, ICT facilities, tests, assignments, projects, field visits, practical classes, Fests, seminar classes, thus ensuring the maximum benefit to the students from the designate curriculum by the affiliating university.

File Description	Documents
Upload relevant supporting document	[View File]()
Link for Additional information	[http://www.rpadegreecollege.com/s/viewpage?pageid=305&submenuid=503]()

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The IQAC Coordinator along with the governing council plans the entire calendar of events, prepares action plan for effective implementation of Calendar of events of Bangalore University description like internal tests, Assignments, special lectures, projects, exhibitions, seminar classes, field visits and other academic activities to get the best curriculum outcome. The faculty members are briefed on the academic plan through the syllabus and each faculty is provided with faculty dairy and monthly performance report to the HOD of the concern department, for effective implantation of curriculum is done in each of the semesters. This allows the departments to plan and implement the curriculum in a spaced and more effective manner.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://www.rpadegreecollege.com/s/viewpage?pageid=305&submenuid=503

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	B. Any 3 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

0

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	No File Uploaded

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

2

File Description	Documents
Any additional information	**No File Uploaded**
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

137

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

The curriculum is prepared by expert body consisting of teachers from various institutions and senior faculty. The members ensure that the curriculum does cope with the requirements of the industry, application of knowledge, inclusion of most recent phenomena, relevance to the current times etc. Although the above said factors are important for any students, there are other issues that are beyond just the education and employability such as the issues of gender, environment, sustainability, human values, and professional ethics which also need equal representation in curriculum.

Most of the programmes do have these issues addressed in their syllabus and are seriously imbibed among students. The curriculum issued by Bangalore University includes various issues on women empowerment, sustainable development, human values like justice, equality, liberty and rights, caste issues, rights and duties,

social responsibility, child rights, sexual minority rights, etc,. Similarly, the science streams deal with issues of environment, global warning, forestation, flora and fauna and sustainability etc,. The commerce and management programmes inculcate the business ethics, professional etiquette and moral values, ethics in business, fare pricing and competition and moral business practices etc. The institution is committed to not only imparting the values that are mentioned in the curriculum but go beyond that to impart values that are needed to empower the youth intellectually, morally, socially, spiritually and into holistic individuals who will transform the society for a better world.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

4

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships

75

File Description	Documents
Any additional information	[View File](#)
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	[View File](#)

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	A. All of the above

File Description	Documents
URL for stakeholder feedback report	Nil
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	[View File](#)
Any additional information	[View File](#)

1.4.2 - Feedback process of the Institution may be classified as follows	B. Feedback collected, analyzed and action has been taken

File Description	Documents
Upload any additional information	[View File](#)
URL for feedback report	Nil

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

769

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

769

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

"Orientation program" is conducted for the first semester students of different courses at the beginning of the academic year. To impress the students with various facilities in the college in terms of curricular, co- curricular and extracurricular activities further the fresher's will be enlightened on the scope of the study, the details of the papers to be studied, mode of evaluation etc... Remedial classes are conducted for the students of different streams and different semesters.

Library: A knowledge centre, digital library and internet facilities provide useful information for the students which enable them to cope with the enrolled program. These exercises bridge the knowledge gap of the incoming students and enable them to cope with the new environment. Strategies adopted for facilitating slow and advanced learners. Advanced learners and slow leamers are identified through internal evaluation process such as tests, group discussions and questions and answers.

Special programs for slow learners and advanced learners: The slow learners are taken special care by the concerned teachers/ counsellors/ mentors. The slow learners are constantly encouraged

to pursue their studies with concentration and confidence. Remedial classes are arranged for them to overcome their deficiencies and weakness. Unit wise revision of the syllabus facilitates them to grasp the learning easily and counselling mode is adopted for facilitating slow learners to improve.

The advanced learners are encouraged to present their papers in the seminars. Reference books are provided to them. These advanced learners are encouraged to participate in seminars conducted in the college and in other institutions. they are also encouraged to motivate and guide their co-friends in their studies and curricular activities. Extra classes are taken after class hours on week days to provide special guidance by the faculty. Class teacher's acts as mentors for the students, each staff members mentors the student. Their problem is considered, and attempt is made to solve the problem. Extra time is given to ask question for weak student. Remedial teaching is provided for slow learners, individual attention is given to avoid confusions. Repetition for the same concepts in extra classes helps the slow learners to understand the concepts clearly.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
769	33

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Experiential Learning

During the seminar Experiential Learning Inside the Classroom you will learn practical skills and strategies to introduce experiential learning successfully into your classroom. Students learn better when they take the initiative to apply concepts to practice, to solve real problems, to make decisions, and to reflect on the consequences. Experiential learning inside the classroom works very well in large classes and for students who have work and family responsibilities in addition to their classes. It is an excellent pedagogy for developing skills as well as knowledge, encouraging deep understanding of learning complex concepts, applying theory to practice and preparing students to be critically reflective professionals.

Participation Learning

While increasing participation is an obvious goal courses that include frequent discussions and small-group work, it is also important in a lecture course. In short, if only a few students participate by volunteering answers, asking questions, or contributing to discussions, class sessions become to some extent a lost opportunity to assess and promote learning. You can improve student participation in your course by devoting time and thought to shaping the environment and planning each class session. Furthermore, the way in which you interact, both verbally and non-verbally, communicates to students your attitude about participation

Problems Solving

Have students identify specific problems, difficulties, or confusions. Don't waste time working through problems that students already understand. If students are unable to articulate their concems, determine where they are having trouble by asking them to identify the specific concepts or principles associated with the problem. Make students articulate their problem-solving process. In one-on-one tutoring session, ask the student to work his/her problem out loud. This slows down the thinking process, making it more accurate and allowing you to access understanding. Model the problem-solving process rather than just giving students the answer. As you work through the problem, consider how a novice might struggle with the concepts and make your thinking clear. Have students work through problems on their own. Ask directing questions or give helpful suggestions, but provide only minimal assistance and only when needed to overcome obstacles.

File Description	Documents
Upload any additional information	**No File Uploaded**
Link for additional information	**Nil**

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

The Institute follows ICT enabled teaching in addition to the traditional classroom education. Subsequent efforts are taken by the institute to provide e-learning atmosphere in the classroom:

1. **In addition to chalk and talk method of teaching, the faculty members are using the ICT enabled learning tools such as PPT, Video clippings , Audio system, online sources, to expose the students for advanced knowledge and practical learning.**
2. **Classrooms are fully furnished with LCD/OHP/Computers**
3. **Most of the faculty use interactive methods for teaching. The major emphasis is on classroom interaction in terms of research paper presentations, seminars, debates, group discussions, assignments, quiz/tests/viva and laboratory work.**

Institute premises are Wi-Fi enabled

1. **Specialized computer laboratory with an internet connection has been provided to promote independent learning. Wi-Fi facility for access of internet is provided on individual laptop and mobile devices.**
2. **Well security is provided to Wi-Fi users. Its access is controlled by the system administrator**

File Description	Documents
Upload any additional information	[View File](#)
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	[View File](#)

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

33

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

33

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

3

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

33

File Description	Documents
Any additional information	**No File Uploaded**
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	[View File](#)

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

On the induction day the first year students and parents are made aware of the internal assessment and evaluation for the instance in the CBCS scheme. University allots 70% marks at the end of semester and 30% for internal test. The academic calendar of the institute is prepared in relevance with the university calendar. The internal assessment date is announced well in advance prior to the commencement of the semester in the calendar of events.

The internal marks are awarded by the subject teacher's and it's the decision of the teachers. Never the less, the distribution of internal marks based on various criterion which are already made known to the students every semester.

There are parameters on which the marks are allotted like test, assignments, attendance participation in the class room teaching, learning etc... and hence the students too are aware of the parameters, the marks awarded to the students are discussed in the class. The process is transparent.

A result analysis meeting will be conducted after every internal test is over. A class committee meeting will be conducted and reasons for poor results will be discussed. The test answers, model papers are given to the students.

A department level meeting is conducted after every internal tests and the result analysis is done. The slow learners are identified and remedial classes are conducted for them.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

To address the issues concerning with exams said matters, the institution has taken many steps to ensure they are addressed amicably Although the passing out final exams are conducted by the affiliating university and marks card and degree certificates are issued by the university, the college ensures that the process is smooth, time bound and effective

Right from paying the examination fee to uploading of forms and getting their examination hall tickets are streamlined by the online mechanism The students pay their fee on a given day and then they are given a form to fill the exam details which in turn is uploaded online. The uploaded information is then printed and pasted in the college notice boards to verify and report anomalies. This entire process is done by the office staff in coordination with the class mentors. So at this juncture if there are any difficulties or discrepancies for the students then with the help of mentors, the issues are settled.

The college appoints the examination committee who take complete responsibility along with the office staff to conduct the entire examination process smoothly. Once the exam fees are paid student's approval is done, the university gives the hall tickets to students which are again distributed to students by the mentors and office assistance The committee makes proper arrangements to conduct exam and the faculty are assigned invigilation duty as per the request and the whole exam is conducted meticulously and with utmost discipline.

In order to get the marks results, marks cards, and degree certificates from the university, the college has assigned designate office staff and besides that there is also a teaching faculty who is appointed as liaison officer to address the grievances related to exam etc Grievances related to exam are quickly addressed and office staff and liaison officer help the students to set right any difficulties related to exam and results.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

POs of General Higher Education Programmes should be identified by the University/Autonomous College offering the three years Programmes

Sample POS of General Higher Education Programmes: Students of all undergraduate general degree Programmes at the time of graduation will be able to

PO1. Critical Thinking: take informed actions after identifying the assumptions that frame our thinking and actions, checking out the degree to which these assumptions are accurate and valid,and looking at our ideas and decisions(intellectual, organizational, and personal) from different perspectives.

PO2. Effective Communication: Speak, read, write and listen clearly in person and through electronic media in English and in one Indian language, and make meaning of the world by connecting people, ideas, books, media and technology.

PO3. Social Interaction: Elicit views of others, mediate disagreements and help reach conclusions in group settings.

PO4. Effective Citizenship: Demonstrate empathetic social concern and equity centred national development, and the ability to act with an informed awareness of issues and participate in civic life through volunteering.

PO5. Ethics: Recognize different value systems including your own, understand the moral

dimensions of your decisions, and accept responsibility for them.

PO6. Environment and Sustainability: Understand the issues of environmental contexts and sustainable development.

PO7. Self-directed and Life-long Learning: Acquire the ability to engage in independent and

life-long learning in the broadest context socio-technological changes.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	http://www.rpadegreecollege.com/s/viewpage ?pageid=399&submenuid=644
Upload COs for all Programmes (exemplars from Glossary)	**No File Uploaded**

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

POs of General Higher Education Programmes should be identified by the University/Autonomous College offering the three years Programmes

Sample POS of General Higher Education Programmes: Students of all undergraduate general degree Programmes at the time of graduation will be able to

PO1. Critical Thinking: take informed actions after identifying the assumptions that frame our thinking and actions, checking out the degree to which these assumptions are accurate and valid,and looking at our ideas and decisions(intellectual, organizational, and personal) from different perspectives.

PO2. Effective Communication: Speak, read, write and listen clearly in person and through electronic media in English and in one Indian language, and make meaning of the world by connecting people, ideas, books, media and technology.

PO3. Social Interaction: Elicit views of others, mediate disagreements and help reach conclusions in group settings.

PO4. Effective Citizenship: Demonstrate empathetic social concern and equity centred national development, and the ability to act with an informed awareness of issues and participate in civic life through volunteering.

PO5. Ethics: Recognize different value systems including your

own, understand the moral

dimensions of your decisions, and accept responsibility for them.

PO6. Environment and Sustainability: Understand the issues of environmental contexts and sustainable development.

PO7. Self-directed and Life-long Learning: Acquire the ability to engage in independent and

life-long learning in the broadest context socio-technological changes.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	**Nil**

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

203

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	[View File](View_File)
Upload any additional information	**No File Uploaded**
Paste link for the annual report	**Nil**

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://s3.ap-south-1.amazonaws.com/s2s.dev.default/M6lXqjCsBj.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

File Description	Documents
Any additional information	**No File Uploaded**
e-copies of the grant award letters for sponsored research projects /endowments	**No File Uploaded**
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

0

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	View File

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	[View File](#)
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The Institution has provided all the required infrastructure for the overall development of students. The students are given the platform to make PPT presentation, to participate in the seminars, Group Discussion, to prepare the project reports, to participate in the industrial visits and excursions, to participate in the mock interviews, to participate in the cultural, sports and theatre activities and also to avail the wi-fi facility. Well-equipped library facility is provided to the teaching and students fraternity to widen their horizon of knowledge. The teachers are encouraged to pursue their higher studies like pursuing M.Phil, Ph.D degrees and to participate in the seminars, workshops, conferences.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

0

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	**No File Uploaded**
List of workshops/seminars during last 5 years (Data Template)	<u>View File</u>

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

0

File Description	Documents
URL to the research page on HEI website	**Nil**
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	<u>View File</u>
Any additional information	**No File Uploaded**

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

0

File Description	Documents
Any additional information	**No File Uploaded**
List of research papers by title, author, department, name and year of publication (Data Template)	<u>View File</u>

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

04

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

NSS and NCC units of the institution have been striving hard to make the cadets and volunteers to participate in various activities to serve the society and thereby associate themselves with the communities. Activities like Vaccination Programme in association with NCC/NSS, RPAFGC and Lion's Club of Peenya Yeshwanthpur, Swachh Bharat Programme, Freedom running programme, Independence Day Celebration, CATC Camp at JSS Public School, HSR Layout, Swamy Vivekananda Jayanti, Plantation of saplings, Inauguration of RPA FGC NSS Association were conducted during the Academic year in association with BBMP Hospital, Rajajinagar, Lion's Club of Peenya Yeashwanthpur, Inner Wheel Club.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

0

File Description	Documents
Any additional information	**No File Uploaded**
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	**No File Uploaded**

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

10

File Description	Documents
Reports of the event organized	**No File Uploaded**
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

10

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

26

File Description	Documents
e-copies of related Document	**No File Uploaded**
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

03

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	**No File Uploaded**
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The institution aims at imparting the skill and knowledge to enhance the students productivity so that education eradicates poverty much faster. The institution have sufficient class rooms

and basic infrastructure for the conduct of successful teaching learning process. We have 28 class rooms with proper ventilation and lighting and all of them have access to Wi-Fi network with ceiling fans and LED bulbs. We have 8 laboratories with adequate facilities, equipment and practical tools are available. We have 118 computers are in the working condition and is being used for teaching and learning process. We have 40 KV UPS to provide uninterrupted power supply. The campus is Wi-Fi enabled . The college has an open air auditorium to organize general functions such as annual day ,sports day, intercollegiate fest etc.,. The college is also having a conference hall with LCD and accommodates 200 persons. All the departments have been given a laptop for teaching learning purpose. The library purchases books every year and adds more books and magazines and other reference books . The entire library is automated with online access to information.

File Description	Documents
Upload any additional information	[View File]()
Paste link for additional information	Nil

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The institution has adequate facilities for sports and games. There is a playground ground beside the college. . A physical education instructor is in charge of sports club. The instructor trains the students in both indoor and outdoor games.

In the current year 202-21 the institution has spend for the purchase of sports(Indoor and Outdoor),gymnasium and yoga,etc worth Rs,80,088/-.

The students are trained in open air auditorium for shuttle badminton and Games like football, kabaddi, volleyball, kho-kho, and other athletic field and tracks are conducted in the ground. The college produces university players in many sports and games. The indoor facilities include the chess, carom, table tennis gym and etc.The institution also have a yoga class since 2015 to cater the needs of M. Com students as per their curriculum separate yoga teacher is training the students and teachers in campus. The college has a cultural club "BharatiyaSamskruthika Sangha" formed with the separate

committee. The various cultural activities like talents day, ethnic day, inter-collegiate fest is conducted to the students. Students take part in the inter college and other cultural competitions. The outdoor sports facilities are volleyball court(01),kho-kho court(01).Kabbadi court (01),Tennikoit court(01),Throw ball court(01).The indoor sports facilities include Badminton courts (02) – cement courts, Table Tennis Table(01),Chess & Carom Room. The institution also has gymnasium facilities with Treadmill,Cycle,Dumbbell & Plate set, and Weight Lifting set, Bench Press.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

13

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

3.80

File Description	Documents
Upload any additional information	[View File](#)
Upload audited utilization statements	[View File](#)
Upload Details of budget allocation, excluding salary during the year (Data Template	[View File](#)

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

The college has an excellent library with good infrastructure and seating capacity. There is a reference section facility for both staff and students. Yes, the library is automated with KOHA software. The students can have access to the library using the smart card with bar code. The books are all entered on OPAC and hence the students can have access to these books online. We are practicing the open access system where in the students can access from the OPAC generated windows.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional Information	**Nil**

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	**C. Any 2 of the above**

File Description	Documents
Upload any additional information	[View File](#)
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	[View File](#)

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

1.10

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

68

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The institution is provided with internet facilities to both teachers and students. Each department in our college is utilizing the Wi-Fi facilities. Teachers are using Wi-Fi facilities and students are using internet facilities for learning purpose. Initially the internet was introduced in our college in the year 2010. Recently it was updated in the month of October 2017.The nature of update is through monthly payment. Replacement of systems is done periodically in a phased manner. The department of Computer Science keeps the computers with the latest software and the IT committee makes sure that the speed and the effectiveness of the internet service is updated and up graded. Yes the institution updates the IT related software regularly such as windows, Linux C, C++, JAWA, VB, SQL, MS office 2007 etc. The Wi-Fi of the college has speed of 250 MBPS and the campus is Wi-Fi enabled. The antivirus software are updated and all the computers are protected with anti-virus software. The

latest anti-virus software is uploaded to the systems.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	**Nil**

4.3.2 - Number of Computers

122

File Description	Documents
Upload any additional information	**No File Uploaded**
List of Computers	[View File](#)

4.3.3 - Bandwidth of internet connection in the Institution	**A. ? 50MBPS**

File Description	Documents
Upload any additional Information	**No File Uploaded**
Details of available bandwidth of internet connection in the Institution	[View File](#)

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

3.80

File Description	Documents
Upload any additional information	[View File](#)
Audited statements of accounts	[View File](#)
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	[View File](#)

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The college has a dynamic web portal, whose content is updated regularly on a need basis.

Computers and their accessories are maintained by service engineer deputed from the vendors under Annual Maintenance Contracts. For system not under Annual Maintenance Contract, the institution has appointed an internal system administrator for maintenance and repair work. The services of contingent (staff, Attender and sweeper) are utilized by the administration for keeping the campus clean and tidy. Temporary assistance of technical persons who are versatile of any repair of the equipment's is taken and flaws are solicited.

The maintenances of the Xerox machines, intercom, printers and other scientific equipment's are done by agencies under AMC and breakdown calls. A maintenance engineer and an electrician are appointed by the institution on the regular basis.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

0

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<u>View File</u>

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<u>View File</u>

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	**A. All of the above**

File Description	Documents
Link to Institutional website	**Nil**
Any additional information	**No File Uploaded**
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

0

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

0

File Description	Documents
Any additional information	**No File Uploaded**
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	**A. All of the above**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

42

File Description	Documents
Self-attested list of students placed	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

66

File Description	Documents
Upload supporting data for student/alumni	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

0

File Description	Documents
Upload supporting data for the same	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

0

File Description	Documents
e-copies of award letters and certificates	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

The institution follows the UGC and state rules on the information and establishment of a student council and hence the college does not have a formal student council elected by the

student through election direct or indirect. Students in each class identify two representatives, girls and boys. They are selected based on merits. These representatives work as bridge between students and Principal/HOD/Faculties. Once in every semester principal addresses class representatives. These representatives take the initiative to represent the grievances of the class and also take leadership in organizing functions, class trip and study tours, academic co-ordination with the faculty, industrial trip, college fests to improve their academic knowledge.

These representatives also represent the college in various committees and associations, being in cultural team, women cell are in coordinating other important college programs and schemes. They play important role in organizing national festivals and events in college. These class representatives are part of college magazine, student's grievance cell, discipline committee cultural committee sports committee and IQAC committee and for assisting in the administrative functions. The sports and cultural cells very much depend and function on the support and guidance of the students as they have better interaction and understanding with the student community.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

0

File Description	Documents
Report of the event	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

The outgoing students of our institution formed an alumni association which has been actively conducting many programs to provide platform for Alumni and current students for their carrier progress and get an exposure about industry and upliftment of institution, feedback regarding the curriculum, academic and extension programs. The Alumni association organizes two meets per year to share their experience and contribute in their own ay for the development of institution. The institution invites Alumni who are in the top position in the corporate sector to train our students and to improve their employability, to help poor students by providing books, E-system, seminars, workshop, uniforms, fund raising this practice helps in making the institute a center for excellence. The institution was organized without any financial support in an informal way. For the academic year 2017-18 the association has been registered on 7th October 2017, Reg No. DRB-1/SOR/404/2017-18 as RPA First Grade College Alumni association on 31st October 2017 opened the bank account at Bank of Maharashtra, Rajajinagar, Bangalore. The institution has been made mandatory for current final year students to make the registration of annual fees Rs. 100/- and life membership is Rs. 1000/- and the contribution towards institution. Our institution maintains Alumni Face book page, WhatsApp groups and group email id

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	**No File Uploaded**

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Vision:

To be amongst the finest institutions in education by providing value based and career oriented education and create self-reliant citizens with moral values and social responsibilities.

Mission:

- **To impart education based on scientific, moral and value based foundation to meet the challenges of the technologically advancing global environment.**
- **To impart human values and to promote leadership qualities among students.**
- **To ensure quality education for the economically weaker sections to the society.**
- **To encourage the faculty and students to pursue academic excellence.**
- **To provide adequate infrastructure.**

Rajajinagar Parents Association (RPA) First Grade College is governed by group of committee members of Rajajinagar Parents Education Society (RPES). A perspective plan helps in taking the institute towards its stated objectives and fulfilment of its mission and vision without side tracking. With a history of two decades the institution has been providing value based and non-

commercialized education to the society. Most of the students enrolled in the institution come from economically poor background. By encouraging such students to take up higher education, the institution is realizing one of the objectives of higher education policy of the nation. The institution has periodically and dynamically updated its infrastructure facilities and added new courses in tune with the higher education policies of the nation.

The management is deeply committed to ensure quality education and it naturally percolates down through each level of management. Management of our institute is highly competent and responsive in designing and implementing policies and plans to upgrade the academic and administrative standards. Local Governing Body, Executive Committee and Life Members meet periodically to discuss the various schemes of quality enhancement in consultation with the Principal and IQAC. The Management encourages active participation of faculty members in formulating and executing the quality policies and plans.

The institution is headed by a principal, who is supported by the office staff for the administration and for academic administration and implementation, he is supported by the governing council and Heads of the departments. The entire faculty of the college support all the academic and administrative functions.

The principal co-ordinates the institution with external regulatory bodies like UGC, NAAC, University and Higher Education Departments. He encourages gathering of feedback from stakeholders and thereby prepares plan of action in consultation with IQAC.

The faculty members actively participate in managing every aspect of the institution. They assist Principal in designing and implementing various schemes of quality enhancement. They also act as coordinators of various courses, conveners and members of various associations/forums, for their effective functioning. Faculty members provide practical exposure to students to bridge the gap between theory and practice. And evaluate the performance of students through assignments, in-house seminars, internal tests, group discussions and various Inter-class and Inter-collegiate competitions. The faculty members adopt ICT enabled, Interactive and motivational teaching and learning strategies.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The Institute has decentralized governance system. It encourages participative and democratic style of management. As a matter of decentralization and encouragement of faculty and students to participate in decision making, the institute encourages faculty and students to actively engage in various committees formed. All Committees are encouraged to plan for their respective areas of activity, facilities. Faculty and student coordinators are encouraged to express their ideas, plans and suggestions to arrive at necessary decision. In this regard 21 Sub Committees have been constituted as means for the participative management. The Principal delegates authority to academic council and administrative council. Academic Council consists of HODs, faculty and students. Administrative Council consists of Manager, Office Superintendent, Office Staff and Menial Staff.

Academic Council:

Academic Council is a committee formed at Institute level that consist Head of Department of all UG and PG programs of the Institute. RPAFGC believes in participative nature of management. Academic council meetings are held periodically for discussing the issues and challenges, developmental aspect of the Institute. Thus, the institute encourages teachers, students, parents, corporate resource persons, employers, alumni, staff, class coordinators and class representatives to share their ideas, opinions, suggestions through proper channels i.e. through Department meetings, parent-teacher meet, alumni meet, student feedback system and through other various committee meetings.

The inputs received from various stakeholders of the institute are reviewed and those which are in line with our institute's Vision and Mission Statements will be considered by the Academic council for the decision making.

Administrative Council:

Manager is incharge of office administration, in consultation with the Principal, IQAC, office superintendent and office staff, he designs and implements quality policies and plans for the effective administration. Every office staff empowers to correspond effectively with the various regulatory authorities on various matters of administration.

The college promotes the culture of participative management. RPES Management exercises its control over policy formulation and its execution through the Local Governing Body, Executive Committee and the Life Member. Local Governing Body approves budgets and recommends on various matters. Executive Committee implements the recommendations of Local Governing Body. Principal, as a Member Secretary, in consultation with various Departmental Heads, Conveners of various Committees, IQAC and student representatives, takes the routine decisions. At the department level H.O.D's convene meetings of their respective departments' faculty to discuss various academic and administrative matters.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	[View File](#)

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

A perspective plan of development is essential for the orderly and sustained growth of any organization. The Rajajinagar Parent's Education Society is committed for the aspects of development of education, augmentation of infrastructural facilities and growth of the College. It specifies targets to the College along with allocation of budget. To arrive at the target to be specified, Management seeks the information from all stakeholders, observers and evaluates the best practices and strategies. In line with the views of the Stake holders, college determines the needed infrastructure for academic advancement, bringing excellence into the activities and allocates budget accordingly.

Departmental Heads along with faculty members and students deploy the quality policy through organizing various certificate courses, skill development programs, training sessions and

competitions regularly to enhance the creativity and competency level of students. Each and every department of the institute has organized guest lecturers regularly and entered into MOUs with reputed academic bodies, industries and NGOs. Faculty and staff are participate and present their research findings at various conferences and seminars.

The college has perspective plan for development and aspects to be considered for inclusion in the plan are inculcating research culture among staff, introduced Post Graduate course in commerce, expanding co- curricular and extra-curricular activities, more E-class rooms for ICT enabled teaching and learning, introduction of more number of certificate courses and value added programs to enhance the employability of students, up-gradation of science laboratories, language labs, research labs, departments and class rooms etc.

College obtains feedback in several ways. Every department obtains student feedback once in a semester at the end of Semester. After thorough analysis, the head of the department provides his views and suggestions and communicates the same to the students/ faculty concerned. Needed support and guidance will be provided by senior faculty as required. The improvement of the performance of that faculty will be monitored through subsequent feedback. The institute has a clearly set and defined mechanism for obtaining the feedback from the students to improve the performance and quality of the institution.

The senior teachers collect the exit level feedback from the graduates on learning processes. The inputs obtained from them are further used to improve the overall competency of the students for employability.

NSS is one of the example for activity successfully implemented based on the strategic plan. NSS unit consisting 109 volunteers is an added feather to RPA First Grade College.

NSS unit regularly organizes:

- Blood donation camps in collaboration with Red Cross
- Health check up camps for students, staff and neighbouring locality people, in collaboration with leading hospitals.
- Camps at nearby villages in collaboration with NGOs for awareness programs on cleanliness, health and hygiene, fundamental rights like right to education, right to live with dignity etc., girl child protection and safety,

environment protection.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	[View File](#)

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The institution is managed and administered by Rajajinagar Parents Education Society. The society is vested with powers to take all major administrative and policy decisions. Executive committee of the society meets to discuss about academic infrastructure and finance. A core committee of the management decides about faculty recruitment, performance evaluation of teaching and non-teaching staff. Governing Body is the supreme policy making and policy implementing mechanism of the college. The Principal is the member secretary of the Governing Body. The Principal brings to the notice of the above body about the functioning of the institution and acts as a catalyst between Management, Staff and students. The College Management discusses various aspects in detail and arrives at the necessary strategies and plans to keep up the quality of education in the campus. The members of the management are always available to the faculty to present their views and ideas. The opinions of faculty and staff are always considered positively for evolving policies.

The governing council constituted by the management meets twice a year. The college council meeting is conducted by the principal every month for discussing on the issue and challenges, developmental aspects of the institute. Other committees like cultural, sports etc. meet regularly to plan, evaluate and implement various programmes.

The management has a long term perspective plan of establishing new courses. Short term perspective plans for the year are drawn up at the IQAC and this is done bearing Vision, Mission and Goals in mind. The college governing council is the highest decision-making body in the college. Important policy decisions are taken here and validated at management committee meetings. The office superintendent supports the principal in managing the

administration of the college. The administrative staff take care of fee collection, admission formalities, maintaining of accounts, liaising with the Universities, DCE and government departments. They also play their role in the conduct of examination and the announcement of results. The staff members assist the principal in managing the academic work of the college. Staff meetings are held on a regular basis and academic matters are decided by general consensus. Various committees are constituted to take care of activities like cultural committee, examination committee, time- table committee, etc., which discharge their duties in co-ordination with each other.

Name of the Committee.

1. Internal Quality Assurance Cell (IQAC)

2. Planning Board Committee

3. Academic Planning Activities Board

4. Admissions Committee

5. Campus Maintenance Committee

6. Career Guidance and Placement Cell

7. Committee for Remedial Classes / Bridge Courses

8. Cultural Committee

9. Disciplinary/Anti-ragging Committee

10. Examinations Committee

11. Students welfare Committee

12. Library Advisory Committee

13. Magazine Committee

14. NCC cell

15. NSS cell

16. Research Committee

17. Sports cell

18. Students' Grievance cell

19. U.G.C / NAAC Committee

20. Web Upgradation Committee

21. Women Empowerment Cell

File Description	Documents
Paste link for additional information	http://www.rpadegreecollege.com/s/viewpage?pageid=166&submenuid=494
Link to Organogram of the institution webpage	**Nil**
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

C. Any 2 of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user inter faces	View File
Any additional information	**No File Uploaded**
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

The staff welfare measures in our institution helps in fulfilling the needs and motives give satisfaction. It includes various services, benefits and facilities offered to our employees.

1. The institution provides ESI facilities to teaching and non-

teaching staff.

2. As per government rules 12% of the salary will be contributed towards PF both by management and employees.

3. Felicitation by the management for achievement of the faculty by means of 'Best Teacher Award'.

4. Both teaching and non-teaching staffs are eligible for earned leaves after completion of first year of service. EL will be calculated and credited to the employees account twice in a year.

5. Encourage the staff to attend various workshops, seminars and skill enhancement programme to update their domain knowledge.

6. 45 days of maternity leave is applicable with full pay and allowances after completion of first year of service.

7. Gratuity benefits have been extended to all staff who have completed five years of continuous services in the institution in accordance with gratuity Act -1972. It will be paid at the time of retirement/resignation.

8. Encourage the faculty members to publish and present their work at international conferences.

9. Staff benevolent scheme for permanent teaching and non-teaching staff.

10. Fee condition facility for the wards of teaching staff.

11. Medical health centre facility is available for the staff members which provide basic medical facilities headed by qualified doctor.

12. Internet and Wifi facilities are provided to all the departments of the college.

13. Faculty members are encouraged to enroll for M.Phil. and PhD to update the knowledge.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.3.2 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

01

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	**No File Uploaded**
Reports of Academic Staff College or similar centers	**No File Uploaded**
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

11

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

An employee performance appraisal in our institution often combining both written and oral elements where by management, principal and HOD evaluates and provides feedback on employee job performance, including steps to improve or redirect activities as needed.

 Performance appraisal of teaching and non-teaching staff is done with various parameters like by providing self appraisal report which containing information on multiple activities of the staff. Principal collects feedback from students and HOD. Later the principal discuss report of each faculty and give necessary suggestion. Our institution also consider other parameters such as research paper, seminar, workshop, his/her experience in academic and non-academic performance. Based on these principal give suggestion for improvement in teaching if required.

 All these helps to improve an individual's performance his/her contribution to the institutional activities.

 Performance appraisal for non-teaching staff in our Institution conducted to develop and maintain acceptable level of performance with non-teaching staff. This helps to support and encourage staff and faster excellence in the work place. Performance appraisal for non-teaching staff is done providing self-appraisal to take responsibility for their own performance by assessing their achievement or failure. Principal will obtain and review self-appraisal from employee and employee will be provided with copy of signed performance appraisal form.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

There is a practice of Internal Audit of accounts once in three months. The same will be submitted to finance committee for approval and finally it will be ratified and approved by the executive Committee.

External audit which is statutory has been done by HEGDE and CO. Chartered Accountants, in our institution. The Audit involves performing procedures to obtain audit evidence about the amounts, disclosures in the financial statements. The Procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud/error, in making those risk assessments, the auditor considers internal control relevant to the Society's preparation, fair presentation of financial statements in order to design audit procedures that are appropriate in the circumstances. The Audit includes evaluating the appropriateness of accounting policies used and the reasonableness of the accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

After conducting the Statutory Audit by the Chartered Accountants, the final accounts will be placed before Management Committee. With the approval of the Managing Committee, the annual audited accounts will be placed before the General Body meeting every year for consideration and approval.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

1.05

File Description	Documents
Annual statements of accounts	**No File Uploaded**
Any additional information	<u>View File</u>
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	<u>View File</u>

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

- **The premises of the Institution is utilized on holidays to conduct programmes by many community service organization such as Sathya Sai organization, art of living, Rotary inner wheel club, such as free medical camp, yoga, spiritual awareness camp, etc.**
- **The institution served as a venue for conducting much competitive examination like AIMA, FCI, SRMEE, COMED-K, UGC-NET, SSC, KCET, KEA, BEL, and KPSC by the government or private agency with the involvement of the faculty on holidays.**
- **The Institution serves as a venue for conducting Tally certification courses by Kayaka Computers Education Pvt. Ltd.**

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	<u>View File</u>

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

IQAC is a part of the institution's system and work towards realization of the goals of quality enhancement and sustenance. It is established in the year 2012 to coordinate and monitor the quality issues in line with NAAC requirement through various committees and cells.

The various quality initiatives taken by IQAC includes,

1. IQAC takes initiative to award the best teacher during Teacher's day celebration to motivate the teachers.

2. IQAC coordinates BOSCH training program to provide required basic computer knowledge and personality development program to help students and staff.

3. IQAC conducts Academic and Administrative Audit to assess academic activities of the department.

4. IQAC plans for calendar of events.

5. IQAC recommends the teacher to use innovative teaching methodologies in teaching and motivate teachers to involve in active research.

6. IQAC regularly monitors the quality check in the institution.

7. IQAC helps the department in conducting seminars and workshops when they are organised in the college.

8. IQAC maintains detailed information regarding individual faculty and the department by means of self-appraisal format from the corresponding department.

9. IQAC coordinates with various committees.

10. IQAC conducts result analysis meetings every semester.

11. IQAC documents the research publications of faculties.

12. IQAC plans for quality improvement program and college academic fest etc.

File Description	Documents
Paste link for additional information	http://www.rpadegreecollege.com/s/viewpage?pageid=166&submenuid=494
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

IQAC helps in preparing academic calendar and provided to all the teachers. A syllabus book is also provided before the commencement of the program. Action plan for academic oriented activities like seminar, guest lecture etc are also prepared with other department.

The departments plan remedial education for the poor performers in the internal tests. Work diary is maintained by the faculty to ensure that portion are completed well in times. IQAC recommend the faculty members to use innovative teaching methodologies and use audio visual aids in teaching. IQAC coordinate with all the department to conduct internals as per BU norms and ensure that answer booklet are evaluated. IQAC will monitor all the departments regarding the conduct of regular result analysis meetings at the department level. IQAC collects teacher evaluation done by students and proper counselling will be given by the principal if necessary.

File Description	Documents
Paste link for additional information	http://www.rpadegreecollege.com/s/viewpage?pageid=531&submenuid=731
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or	C. Any 2 of the above

international agencies (ISO Certification, NBA)

File Description	Documents
Paste web link of Annual reports of Institution	http://www.rpadegreecollege.com/s/viewpage?pageid=555&submenuid=645
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

The college has established a cell in the campus to empower girl students and to enhance understanding of issues related to women. On 8th March 2021, the cell organized a seminar on WOMENs' DAY CELEBRATION. Chief Guest was Smt. Sinchana M R., advocate. Spoke on importance of women empowerment in modern era and legal issues. Around 37 students participated. On 26th October 2021, the cell arranged programme on Awareness programme on Menstrual Problems by Rotary and inner wheel club of Bangalore Udyog, chief guest was Smt. Nisha Bellary, addressed the gathering. Around 42 female students including staff attended the programme.

Year

2020-21

Numbers

02

File Description	Documents
Annual gender sensitization action plan	The college has established a cell in the campus to empower girl students and to enhance understanding of issues related to women. On 8th March 2021, the cell organized a seminar on WOMENs' DAY CELEBRATION. Chief Guest was Smt. Sinchana M R., advocate. Spoke on importance of women empowerment in modern era and legal issues. Around 37 students participated. On 26th October 2021, the cell arranged programme on Awareness programme on Menstrual Problems by Rotary and inner wheel club of Bangalore Udyog, chief guest was Smt. Nisha Bellary, addressed the gathering. Around 42 female students including staff attended the programme.
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	1. Safety and Security The primary concern of RPA First Grade College is to ensure safety for students, staff members. In our institution there is a separate ladies amenities centre in the campus, which provides the basic facilities for ladies during their stay in college. The college also has security at the entrance of the institution to make sure, that the girls and boys are assisted. The discipline committee in the college take due diligence in monitoring the whereabouts of the girl students in particular. The girls are advised on the do's and don'ts of behavior also. So there is absolute safety for girls in the college and if there any arises during the need of emergency then the local police are just within the vicinity and they are pressed into service in no time. The women cell conducts orientation classes in the beginning of the academic year. And discuss about code of conducts. CCTV camera has been fixed in the prominent places like all Floors, main building, staffrooms and entrance of the

college and parking place etc. the institution also having health care centre for all the students and staff members. 2. Counseling There is a separate counseling room in our Institution, for counseling the students who need moral support & care. This cell periodically meets the Needy students for effective counseling. Local guardians take care of counseling the students regularly. They help the students to solve their personal & academic problems to the possible extent. Students will be monitored and counseled on academic performances, attendance, regularity, personal matters anxiety, stress, punctuality, disciplinary matters, safety and security measures etc. 3. Common Room Common room is always bustling with students for relaxation, socializing and other entertainments like chess and carom. A hygienic restrooms for boys and girls is maintained by the institution and there is a separate restrooms for faculties too.

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Our institution has taken many initiatives towards waste management. It has focused on giving awareness about waste management for all the students', staff to follow the waste Management steps. Waste management dump yard and all the waste is

dumped in that place. In most cases the institution makes use of the Bruhat Bangalore MahaNagara Palike (BBMP) the urban council which collects the garbage and other wastes every week from the college. There is very little waste that is generated in the college.

The students are taught the need to keep the campus clean and not to litter the college. Solid Waste management has done, different dustbins are there for wet waste and dry waste. E-Waste Management is done by disposing all E-Waste of college for recycling purpose to E-Pari-saraPvt Ltd., and there by college is showing more interest to build healthy environment. Constant reminders are sent to the students to strictly practice restraint in wasting resources. E-waste is very minimal as the students are not encouraged to use CDs and other temporary e-resources. Most of the information is shared through online or through web and hence the e-waste is also very minimal.

The liquid waste in the form of microbial cultures is safely decontaminated through sterilization and disposed. The old computers are used in browsing centre in the college and some others computers and safely sent to the scrap vendor.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. Restricted entry of automobiles 2. Use of bicycles/ Battery-powered vehicles 3. Pedestrian-friendly pathways 4. Ban on use of plastic 5. Landscaping	C. Any 2 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	D. Any 1 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology	D. Any 1 of the above

and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment
5. Provision for enquiry and information :
Human assistance, reader, scribe, soft copies of reading material, screen   reading

File Description	Documents
Geo tagged photographs / videos of the facilities	**No File Uploaded**
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

There were a number of initiatives taken to address locational advantages and disadvantages. A campus cleaning program was an initiative taken by the students in order to develop the habitual cleanliness among the students and also to initiate the hygiene mindset among the community.

Vaccination drive was one of the most important drives organized as per the COVID norms laid by the government. All the students and teaching and non-teaching staff were vaccinated by encouraging 100% vaccination awareness in the college. The management also participated in the drive showing the encouragement.

After the release of new rules by the government and opening of colleges a simple ethnic day was arranged in order to encourage students towards the cultural development among the community.

The major camps were arranged were people across the locality and many of the students and faculty participated in the blood donation camps. Save life concept was majorly inoculated in the students mindset.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

The institution religiously observes the national festivals such as the Independence Day, republic day, etc. the students and the staff take part in zeal and patriotism. In fact, most of the schools and colleges within the vicinity come to our college ground to perform cultural functions and parade which is presided by the MLA and other officers and leaders. The Gandhi Jayanthi, Ambedkar Jayanthi, Swami Vivekananda Jayanthi are few of the birthdays of great leaders that are observed with great fervour. While celebrating these national festivals, importance is also given to other many such festivals and locals festivals without losing the essence of the spirit of the constitution and other fundamental laws that govern the fabric of the society.

The students and staff are given the freedom and the responsibility to observe, celebrate any other days of importance, leaders, events, religious festivals, or other ideologies that inspired present or past without any fear or favour. The college is a nurturing ground for future leaders and entrepreneurs to make difference to the future generations. Youth icons or national leaders yesterday and today are cherished and celebrated in our campus in the right spirit and atmosphere. Rallies or street plays are performed on those days citing their ideologies and ideas. Exhibitions or cultural events are held in their names. The students are encouraged to participate in the debates and competitions in their name and history. Their pictures and posters are displayed along with their ideas and ideologues to inspire and encourage the students so that they get inspiration from such leaders and their history. Every year alumni meet is conducted for students.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	**Nil**
Any other relevant information	**Nil**

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff   4. Annual awareness programmes on Code of Conduct are organized

B. Any 3 of the above

File Description	Documents
Code of ethics policy document	[View File](#)
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	**No File Uploaded**
Any other relevant information	[View File](#)

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

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File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	View File

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Title of the practice: BEST TEACHER AWARD

Objectives of the practice: The main objective of the best teacher is to increase the self confidence of the Teachers and to encourage them for their tireless effort and dedication towards the improvement of the Institution and students as well. It is under the principle of Newton's third law that is every action as an equal and opposite reaction. So by recognizing them they will be more dedicated towards institution.

The context: The mediocre teacher tells, the good teacher explains, the superior teacher demonstrates, the great teacher inspires. By William Arthur ward.

As he said only a great teacher can inspire each and every student if he/she inspires everyone, then only they can be a great teacher. We try to make every teacher a good teacher by recognizing them and encouraging them for their efforts.

The practice: The Motto of our institution is to provide quality education to the less fortunate and the Intimates of our locality so we encourage our teachers to do service to the society by the greatest way of teaching so that they may feel proud of themselves.

Evidence of success: The photograph proves the best evidence for this practice. On the basis of Academic Performance, Commitment in the college work, Leadership Quality, Feedback from students and HOD and other parameter are considered for the best teacher award

Title of the practice: BOSCH TRANING PROGRAM

Objectives of the practice: The main objective of the BOSCH training is to increase the self-confidence of the students, who are weak and slow learners, to encourage them for their further progress in their life. Vocational – A special program to encourage youths employable through short-term job-oriented training courses.

The context: BOSCH is an MNC, over the past 60 years; Bosch in India has created a space for itself in the society Our College is very happy to be associated with BOSCH and signed MOU for catering this programme to our students. We try to make every student as a capable individual to take up challenges in their profession by giving them required basic training.

The practice: The Motto of BOSCH training is to provide required basic computer knowledge and

Personality development program which helps the students to enact in a professional way in the Organization as well as in their career development..

Evidence of success Problems encountered and resources required:

As a measure we are providing training for students to overcome the obstacles for their path of success.

Notes: BOSCH skill in India, It is a bridge which responds to India's development and growth through employability enhancement and it has successfully completed the "BRIDGE- Vocational Training program" in the year 2020 around 28 students have been benefited.

File Description	Documents
Best practices in the Institutional website	Nil
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Vision:

To be amongst the finest institutions in education by providing value based and career oriented education and create self-reliant citizens with moral values and social responsibilities.

Mission:

- To impart education based on scientific, moral and value based foundation to meet the challenges of the technologically advancing global environment.
- To impart human values and to promote leadership qualities among students.
- To ensure quality education for the economically weaker sections to the society.
- To encourage the faculty and students to pursue academic excellence.
- To provide adequate infrastructure.

The institution has been doing a fabulous job in educating the least privileged and marginalized section of the society for the past 25 years. We can proudly place on record that most of our students belong to the SC and ST they are economically weaker sections and subalterns. We have been admitting every student who has been applying to our college without denying on the basis of

marks secured. The institution performance towards its vision is to provide quality education to the poor fortune students and as well as to uplift them.

By conducting personality development programmes by an individual to reflect upon their own learning, performance and achievement and to plan for their personal, educational and career development. A continuous cycle of self reflection, recording and action, the purpose of PDP is to encourage students to learn and to develop themselves. And plan for the future by becoming more aware of their capabilities and opportunities around them. PDP can be applied in a range of context, changing the way of students, make a choice in academic and of professional life and prioritize their action. For every year there is a campus recruitment drive, Reputed Companies like, Ven-Gree Metal Punch PVTLTD, ITC, Bosch, InfoTech JET KING etc. Have been conducting campus recruitment in the institute students are regularly participated every year. The outgoing students of our institution formed an alumni association which has been actively conducting many programmes, provide platform for alumni and current students for their carrier progress and to get an exposure about industries and upliftment of the institution, feedback regarding a curricular academic programme. Mentor system for monitoring the students and their progress in all aspects. Sports activities many of our students anticipated in National levels sports activities our college have NCC & NSS units which facilitate all the growth of the students. The aim of the institution is to being holistic development & to build students who can take the world by harms & create an impact for better world. Empowering women, giving them equal opportunity in employment world & larger society is our goal. Recently we have introduced academic administrative audit (AAA) in the college, with this we have achieved the distinction both in academic in administrative field. There is a healthy competition among the department in conducting the meaningful activities in the college. The Institution provides Wi-Fi connection for the teaching and non teaching staffs and also Solar energy is been installed to save the power.

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There has been an Incremental Growth in the percentage of getting admission in our college the recent past. In our college, girls have been given, equal opportunity in all the activities in the Cultural or Co-Curricular& extracurricular activities. the college has a hobby centre for creative work in cultural, form annually conducts, college test management fest, National & International seminars all conducted, for the uplifment of the students.

For every year there is a campus recruitment drive, Reputed Companies like, Ven-Gree Metal Punch PVT LTD , ITC, Bosch, InfoTech JET KING etc. Have been conducting campus recruitment in the institute students are regularly participated every year.

The outgoing students of our institution formed an alumni association which has been actively conducting many programmes, provide platform for alumni and current students for their carrier progress and to get an exposure about industries and uplifment of the institution, feedback regarding a curricular academic programme.

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among the department in conducting the meaningful activities in the college.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

1. Enhancement of intake for B.Com Course from 200 to 300.

2. Enhancement of intake for BCA Course from 40 to 50.

3. Establishment of Theatre Club "RANGAANTHARYA"

4. Establishment for farther improvement of Training Program through placement cell "SANGAM"

5. Recruitment of additional staff due to increase in intake.