Yearly Status Report - 2019-2020

Part A	
Data of the Institution	
1. Name of the Institution	**CANARA COLLEGE**
Name of the head of the Institution	**Dr. K. V. Malini**
Designation	**Principal(in-charge)**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**08242492366**
Mobile no.	**9844819011**
Registered Email	**cnrcollege@yahoo.co.in**
Alternate Email	**kvmalini@yahoo.com**
Address	**Mahatma Gandhi Road, Kodialbail, Mangaluru - 575 003, Dakshina Kannada District, Karnataka.**
City/Town	**Mangaluru**
State/UT	**Karnataka**
Pincode	**575003**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Urban**
Financial Status	**Self financed and grant-in-aid**
Name of the IQAC co-ordinator/Director	**Dr. Premalatha V. & Mr. Hardik P. Chauhan**
Phone no/Alternate Phone no.	**08242492366**
Mobile no.	**9844819011**
Registered Email	**canaraiqac@gmail.com**
Alternate Email	**premalathavpai@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://www.canaracollege.com/wp-content/uploads/2019/06/AQAR-2018-19.pdf

4. Whether Academic Calendar prepared during the year

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	https://www.canaracollege.com/academics-resources/annual-publications/

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**B**	**70.75**	**2004**	**16-Feb-2004**	**15-Feb-2009**
2	**B**	**2.33**	**2010**	**04-Sep-2010**	**03-Sep-2015**
3	**B**	**2.62**	**2016**	**29-Mar-2016**	**28-Mar-2021**

6. Date of Establishment of IQAC

6. Date of Establishment of IQAC	**01-Jun-2004**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Institutional Orientation and Induction Programme for First year students	19-Jun-2019 1	450
Spiritual Discourse for the Staff	29-Feb-2020 1	68
Motivational Workshop for Non-Teaching Staff	11-Jul-2019 1	18
Efficiency Enhancement Workshop for Non-Teaching Staff	17-Jun-2019 1	21
Motivational Workshop for the Teaching Staff	18-Jun-2019 1	51
Principal's Orientation to the Staff	17-Jun-2019 1	51
[View File](#)		

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	NIL	NIL	2020 00	0
[View File](#)				

9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	[View File](#)
10. Number of IQAC meetings held during the year :	13
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	[View File](#)
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

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

1. Introduction of needbased Addon / Certificate Courses focusing on employability and skill development and ValueAdded Courses imparting transferable, generic and life skills. 2. Defining of Programme Educational Objectives (PEOs), Programme Outcomes (POs), Programme Specific Outcomes (PSOs), Course Outcomes (COs) and Graduate Attributes (GAs) across the programmes offered by the Institute. 3. Development of various standard Proformas for internal use and compliance applicable for academic, teachinglearning and administrative purposes. 4. Development of various Policy Documents on Institutional governance with clearly stated guidelines, procedures and protocols to guide appropriate actions. 5. Publication of Halfyearly IQAC Newsletter "Kamadhenu" to apprise and cherish stakeholders' contributions and quality accomplishments of the Institute. 6. Initiation of SWAYAM NPTEL Local Chapter of the College to promote emerging methodology of teachinglearning blended with the use of technology. 7. Preparations for the Fourth Cycle NAAC Assessment and Accreditation Process.

[View File](#)

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

Plan of Action	Achievements/Outcomes
Review of Performance-Based Self-Appraisal Report of the Faculty and communication of performance outcome	• Performance-Based Self-Appraisal of the Faculty for the AY 2018-19 was reviewed. • Appraisal Report has been prepared. • Feedback on the performance outcome was shared individually with each faculty by the Principal.
Propose Annual Theme for the academic year and reflect the same in all the endeavors	Annual Theme "Changing with Times" was chosen to inculcate and reflect it in all our endeavors and thus contribute towards the quest for quality and excellence.
Presentation and placing of AQAR 2018-19 before the members in the Advisory Meet of the IQAC	• The reviewed AQAR 2018-19 was presented by respective Criterion Heads and placed before the members in the Advisory Meet of the IQAC held on June 10, 2019. • Suggestions by the Advisory Members for the same were considered.
Preparation and Review of AQAR 2018-19	• The Criterion Heads coordinated in timely collecting the inputs for preparing AQAR 2018-19. • IQAC meeting to review the AQAR was held on June 08, 2019. • On review of the criterion-wise inputs, necessary feedback for improvements was suggested.
Collection of Students feedback on Institutional Performance i.e., Student Satisfaction Survey (SSS) at the Institutional level as a compliance to AQAR 2019-20	• Student Satisfaction Survey (SSS) as a compliance to AQAR 2019-20 was initiated at the Institutional level by administering a structured questionnaire through Google Form. • The responses received from the students were analyzed and a report for

	the same has been prepared and web link of the same has been provided for AQAR.
Reconstitution and restructuring of the composition of IQAC	The composition of IQAC has been reconstituted and restructured comprising of Core, Associate and Advisory Members.
Coordination in the preparation of Departmental Calendar in sync with the Institutional Academic Calendar	Coordination was extended to all the departments towards the preparation of Departmental Calendar in sync with the Institutional Academic Calendar.
Preparation of Institutional Academic Calendar 2019-20	Considering the University Academic Calendar, the Institutional Academic Calendar was prepared.
Adoption of Revised Institutional Ideals and communication / dissemination of the same to the Stakeholders concerned	Revised Institutional Ideals has been adopted and communicated / disseminated the same to the stakeholders through Institutional Website, Display Boards, Prospectus, Student Handbook and Calendar, Orientation Programmes, Meetings, etc...
Assignment of Academic and Administrative responsibilities to the staff for the AY 201920	Academic and Administrative responsibilities for the AY 201920 were assigned to the staff for smooth functioning of the Institution.
[View File](#)	

14. Whether AQAR was placed before statutory body ?	**Yes**

Name of Statutory Body	Meeting Date
Governing Council of the Institution	10-Aug-2020

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	**No**

16. Whether institutional data submitted to AISHE:	**Yes**

Year of Submission	**2020**

Date of Submission	**28-Feb-2020**

17. Does the Institution have Management Information System ?	**Yes**

If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	**E Attendance Monitoring Software developed by A1 Logics, Mangaluru is a full fledged software which is used by the institution for managing various**

tasks relating to students attendance. The main objective of this software is to have transparency in students attendance stream wise, class wise, and subject wise details. Through this software, daily absentees report, monthly attendance shortage calculation, semester wise attendance calculation is done. There is provision to send SMS to the parent about the absence of their ward which is operated after 5:00 PM every day. MYSCH software developed by Prabhu Info, Mangaluru is used as a database for admission of the students and fees collection from the students. This software makes entries for Student Profile, regular fees (class wise and student wise), miscellaneous fees, generates challans and details of fees history. AKSHAR Software developed by A1 Logics, Mangaluru is used to send bulk short message service (SMS) to inform the parents and students regarding academic matters and progress. Biometrics installed by M/s. Radhatek, Mangaluru is used for registering and recording attendance of teaching and nonteaching staff of the institution. This software helps to generate staffwise reports relating to their login and logout. Tally ERP 9 of Tally Computers, Mangaluru is used to record the financial transactions of the institution .This software generates reports of various expenses, incomes, assets and liabilities of the institution.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

Guided by the Institute's Ideals and Panchasheela Core Values and driven by the Departmental Ideals, the Institute has developed an organized mechanism for effective curriculum delivery through a well-planned and documented process. Curriculum Regulations and Syllabus As an affiliated college to Mangalore University, it follows the scheme and syllabus prescribed by the University. Choice Based Credit System (CBCS) has been implemented across all the UG and PG programmes offered by the college. Curriculum Planning • Academic Calendar of the Institute is prepared by the Academic Planning, Monitoring and Review Committee (APMRC) in alignment with Academic Calendar of the University based on which the Departmental Academic Calendar is prepared and is meticulously followed. • Heads of the Departments convene meetings and prepare the

curriculum planning and deployment blueprint. • Workload is ascertained and allotted well-in-advance based on course preference, experience and expertise of the faculty. • Department-wise Time Table is prepared by the Time Table Committee as per the university guidelines. • Academic year begins with the Institute's Orientation to first year students followed by the Departmental Orientation which aims to delineate on more specific areas of the chosen programme of study. • Each Department prepares its teaching plan and teaching methods in tune with the learning objectives and outcomes. Curriculum Deployment / Implementation • Bridge course is conducted to bridge the knowledge gap and to prepare the students for their course. • Effective curriculum deployment is ensured through adequate academic infrastructure resulting in the enhancement of learning ability and skills of the students. • Cross-cutting issues relevant to gender, human values, professional ethics, etc. are integrated into the curriculum for the holistic development of the students. • Teachers explore areas beyond the curriculum by providing necessary inputs resulting in value-addition to the curriculum. • Educational experiences through special lectures, student-centric programmes, field visits, internships, etc. are provided to enhance the learning competencies of students. • Faculty and students are encouraged to enroll themselves to SWAYAM/NPTEL online certification courses. • ICT tools are used in teaching apart from chalk and talk method to make teaching-learning more interesting and interactive. • Effective implementation of the same is periodically monitored by Heads of Departments, IQAC and the Principal. Effectiveness and Documentation • Teachers are encouraged to participate in refresher courses/orientation programmes/FDPs/workshops/conferences/seminars which enable them to update, enrich their knowledge and develop new teaching skills. • Periodical staff meetings serve as platform for successful coordination of activities. CIE system is in place to ensure the effectiveness of the process. • Effectiveness is ensured through timely identifying the learning levels of the students and taking appropriate initiatives for the same. • IQAC monitors the overall teaching-learning process by collecting the students' feedback on the curriculum and the teachers. • Effectiveness of the process is also ensured through reviewing the semester results which reflects the attainment of the stated goals and outcomes • Documents like Teacher's Academic Diary, IAE records, CC&EC records, Assignments, Project Works, Question Banks, etc. help in concrete documentation of curriculum.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepre neurship	Skill Development
Python Programming	Nil	03/07/2019	30	Nil	Skill Development
Research Methodology	Nil	17/07/2019	30	Nil	Skill Development
Consumer Education	Nil	22/07/2019	30	Nil	Skill Development
Yakshagana	Nil	24/07/2019	30	Nil	Skill Development
Folk Dance	Nil	25/09/2019	30	Nil	Skill Development
Essentials of Management Development	Nil	31/08/2019	30	Employabil ity	Skill Development

Banking, Finance and Insurance	Nil	04/09/2019	60	Employability	Skill Development
Professional Accounting Practice	Nil	04/09/2019	60	Employability	Skill Development
Drama	Nil	04/09/2019	30	Nil	Skill Development

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nill	Nil	Nill

View File

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BSc	Physics, Chemistry and Mathematics	17/06/2019
BSc	Physics, Mathematics and Computer Science	17/06/2019
BSc	Botany, Zoology and Chemistry	17/06/2019
BCA	Nill	17/06/2019
BCom	Nill	17/06/2019
BBA	Nill	17/06/2019

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

	Certificate	Diploma Course
Number of Students	295	Nil

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Personal Holistic Competence	20/08/2019	120
Photo Editing and Manipulation	18/11/2019	25

View File

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BBA	NA	3
BSc	Botany	43

BSc	Zoology	42
BCA	NA	42
[View File]()		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained

The institution makes it certain that the curriculum offered is keeping in tune with the demands of the changing times. This enables to evaluate and assess the inadequacies and thereby take corrective measures for the attainment of learning outcomes and achieve Institute's Vision and Mission. Keeping in mind the latest developments in the courses, industry requirements and the societal needs, the IQAC devises structured questionnaires where formal feedback on the curriculum is obtained from various stakeholders. The committee framed for the said purpose coordinates in collection, analysis and reporting of stakeholder feedback relating to the curriculum of respective academic programmes. A Policy for Mechanism of Stakeholders Feedback on Curriculum is in place to obtain formal and informal feedback from all its stakeholders, serves as a guide to the process. To capacitate this process of continuous improvement, every year the institution makes it mandatory to collect feedback on the present curriculum from different stakeholders viz., Students, Teachers, Employer, Alumni and Parents of each programme. It is carried out through different modes like online feedback through Google Forms, written form and verbally during various occasions, formal meetings and instances as per the convenience. The Departments also takes verbal feedback on class room experience from students on various aspects of curriculum offered to them. The collective feedback of all the stakeholders is analyzed with basic statistical methods and a consolidated report of the recommendations is prepared. The same is then placed before the appropriate bodies for further review, deliberations and consideration for the due actions. Thus, feedback mechanism provides an opportunity to the students and other stakeholders to actively participate in the improvement of programmes of study. It thereby improves the quality of students learning experiences and also gives the Institution a 360 degree view point to holistically improve its curriculum planning and delivery as per the expectations of the stakeholders, keeping in tune with the relevance and appropriateness of the curricula and syllabi. A look into the Action Taken Report of Stakeholders Feedback on Curriculum highlights the needful actions initiated for improvement. The same is also available on the institutional website.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled

MCom	Nill	60	30	23
BBA	Nill	70	90	43
BCom	Nill	358	503	272
BCA	Nill	40	61	43
BSc	Botany, Zoology, Chemistry	70	63	43
BSc	Physics, Mathematics, Computer Science	48	45	27
BSc	Physics, Chemistry, Mathematics	70	57	41

[View File](#)

2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	1432	63	55	4	Nill

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
59	59	11	20	Nill	6

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

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

The Institution has put in place an effective system of mentoring for establishing a better and genial relationship between student and teacher and also to continuously monitor, counsel and guide students in their educational and personal matters. About 25-30 student mentees according to their streams of study are assigned to each mentor who ensures that they adapt to the dynamic learning environment and lead ahead successfully. They strive to provide reliable and comprehensive support system and constantly motivate mentees to excel in both academic and non-academic forefronts thereby enabling them to make the most of their life at the institution. Besides this, the institution also has four in-house certified Counselors who provide counselling services to those in need. Each mentor maintains an 'Academic Class Mentor's Diary', in which all the details of the assigned mentee is recorded. A deep study on these aspects and personal interaction of the mentor and mentees add to the effectiveness of the system. Objectives - To enhance teacher-student relationship. - To enhance student's academic performance and attendance. - To monitor the student's regularity and discipline. - To enable the parents to know about the performance of regularity of wards. - To minimize student's dropout ratio. Every mentor strives to empower their mentees through following ways: • Provides insight about the college ethos, culture, values, norms, campus life, learning environment, etc., and thus prepare the mentees for potential

challenges and opportunities. • Help the mentee in identifying the areas for self-development through analyzing their SWOC. • Earnestly works for the improvement / betterment of the mentees emotional intelligence. • Develops mutual trust, respect and maintain confidentiality of any shared information. • Strives to inculcate in them the spirit of human values and ethics and thereby mould them to be the responsible individuals and worthy citizens of the nation. • Keeps the mentees updated on the curricular, co-curricular and extra-curricular matters. • Acquaints the mentees with the current issues and advise on the areas of career development. • Encourages the mentees to develop the required skills, competencies and overall personality. • Prepares the mentees for their participation in University/State/National/International level events. • Motivates and prepares the mentees to take part in seminars/conferences/workshops, etc. • Guides the mentees in choosing appropriate options across the disciplines. • Acquaints the mentees with various scholarships and other support facilities. • Monitors, reviews and discusses the progress of the mentee on a periodic basis and provide constructive feedback for continuous improvement. • Keeps the mentee's parent/guardian updated about the performance and progress of their ward. • Involves the mentees in one or the other extension/community welfare activities which contributes towards the development of the nation and society at large. • Serves as a positive social and academic role model. • Does everything that is possible which ensures the mentee's holistic growth and development. Outcome • Improvement in the academic performance of the students. • Improvement in the discipline and regularity of the students. • improvement in the student-teacher relationship.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1495	59	1:25

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
59	59	Nill	5	10

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
Nill	NIL	Nill	NIL
No file uploaded.			

2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
MCom	MCM	First	13/12/2019	21/03/2020
BCom	BCM	First	18/11/2019	18/12/2019
BCom	BCM	Third	18/11/2019	18/12/2019
BCom	BCM	Fifth	13/11/2019	18/12/2019
BBA	BBA	First	11/11/2019	18/12/2019
BBA	BBA	Third	12/11/2019	18/12/2019
BBA	BBA	Fifth	06/11/2019	18/12/2019
BCA	BCA	First	08/11/2019	18/12/2019

BCA	BCA	Third	08/11/2019	18/12/2019
BCA	BCA	Fifth	11/11/2019	18/12/2019

View File

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

Continuous Internal Evaluation being an integral part of teaching-learning process, its effective implementation and reforms are considered at institute level from time-to-time. Moreover, being an affiliated College to Mangalore University, it follows the guidelines issued by the University. The Institutional Policy for CIE and conduct of IAE in tune with the regulations of the University is in place to guide the process. The details pertaining to CIE is made available on the Prospectus and College Handbook. Further, the students are acquainted with CIE system during the Institutional Orientation programme and also in the Departmental Orientation. Besides, Academic Class Mentors and Course faculty also orient and constantly update the students about the CIE process including evaluation methods and pattern of examination. Bridge course is conducted for the first semester students to bridge the knowledge gap and to prepare them for their course of study. Structured time-table is prepared for Internal Assessment Examination and notified through notice boards and PAS. Two different sets of question papers are drawn-up for each course and submitted to the Examination Committee. One paper, selected at random, is photocopied in required numbers for the conduct of the examination. Question papers are set in accordance with the standard pattern and proforma in line with the University question paper pattern. Scheme of valuation is prepared by the faculty for each course before the commencement of valuation to ensure standardized evaluation. Besides the performance in one/two Internal Assessment Examination, evaluation components appropriate to the course is based on student-centric activities such as assignments, seminars, group discussions, case studies, field visits, working on projects, viva-voce, etc. This also enables to assess the learning levels of the students and take appropriate initiatives for advanced and slow learners. Parents are updated about the students performance through SMS service. Parent Teacher meets are also scheduled to periodically discuss and review the performance of their wards. Semester-wise and course-wise results are also analyzed and reviewed through Result Analysis.

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

The Institute always believes in ensuring effective time management and timeliness. In consistent to it, the academic calendar of events notified by the affiliating University forms the basis for designing the college academic calendar. It specifies significant schedule for start and end dates of semester, last date for admissions timelines for sports and cultural activities, internal examinations dates of semester examinations, valuation, announcement of results, vacations and also issues the list of gazetted holidays. The academic calendar of the Institute is prepared with the inputs of Academic Planning, Monitoring and Review Committee (APMRC) and the final draft is placed in the IQAC meeting before the commencement of the academic year for discussion and to incorporate additional inputs if any. It includes the scheduled dates for Institutional orientation to first year students, faculty development programmes, Internal Assessment Examinations, Annual flagship events of the college, curricular, co-curricular and extra-curricular activities, major departmental and institutional events to be organized, schedule of prominent meetings and dates of holidays. On its approval, it is printed in the Handbook and Calendar which is made available to all the students, teachers and staff and also uploaded on college website for the information of the stakeholders. The departmental activities are chalked out by preparing the Departmental Academic Calendar in line with the College calendar

which includes schedule for Departmental orientation to the first year students, Bridge Course, Departmental meetings, Guest Lectures/ seminars/ workshops/ conferences, Add-on Courses, conduct of extension activities, due dates for assignments/class test/skill enhancement activities, viva-voce, practical and lab examinations, tutorial/remedial, Industry/field visits/study tours and timelines for carrying out project work. The Time-table Committee prepares the time-table before the commencement of the semester. Teachers plan out their lessons, keeping the academic calendar as a guide, the details of which are entered in Teachers Work Diary. Adherence to the academic calendar including the conduct of CIE is ensured through: - The action plans prepared by the departments and various associations are adhered to by submitting the annual and monthly plan of action proformas which is reviewed periodically by the IQAC. - The curricular, co-curricular and extra-curricular activities planned in the academic calendar are organized as per scheduled dates. - The Work Diaries maintained by each teacher are the documents which clearly show the teaching plans, tasks accomplished and schedules adhered to. Further, it is subject to regular monitoring by the HoD and periodic scrutiny by the Principal. - The institute schedules its IA Exams/practical exams/viva-voce within the tentative schedules provided in the academic calendar which constitutes an important part of CIE. - The schedules of assignment submissions, student seminars are promptly followed. - Evaluation of IAE is completed by the teachers within the given time limit. - IA marks are uploaded within the date stipulated by the University. - Students remaining absent for IAE due to unavoidable circumstances and with valid reasons are provided with alternative schedule. - Timely reminders are given through notices, announcements and SMS messages to ensure the adherence to academic calendar.

2.6 – Student Performance and Learning Outcomes

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

https://www.canaracollege.com/academics-resources/programmes/

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
MCM	MCom	Nill	41	41	100
BBA	BBA	Nill	23	21	91
BCM	BCom	Nill	294	247	84
BCA	BCA	Nill	42	42	100
BSC	BSc	Botany, Zoology, Chemistry	43	38	88
BSC	BSc	Physics, Mathematics, Computer Science	32	29	91
BSC	BSc	Physics, Chemistry, Mathematics	48	41	86
View File					

2.7 – Student Satisfaction Survey

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

 https://cdn.canaracollege.com/wp-content/uploads/2021/09/07151145/Student-Satisfaction-Survey-Report-2019-20.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nill	00	00	0	0

View File

3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Workshop on Basics of Research	Centre for Advanced Studies in Commerce and Management	17/07/2019
Workshop on Preparation of Project Report	Centre for Advanced Studies in Commerce and Management	24/07/2019
Workshop on Start-up Initiatives-Opportunities and Challenges	Department of Commerce	27/07/2019
Seminar on Developing Entrepreneurial Skills	Department of Commerce	29/07/2019
Seminar on Intellectual Property Rights	Intellectual Property Rights Cell	30/07/2019
Workshop on Data Analysis Interpretations	Centre for Advanced Studies in Commerce and Management	21/08/2019
Capacity Building Seminar on Entrepreneurship	Centre for PG Studies in Commerce	21/08/2019
Workshop on Developing Ideal Research Paper	Centre for Advanced Studies in Commerce and Management	24/02/2020
Seminar on Copyrights in Business of Film Industry	Intellectual Property Rights Cell	29/08/2019
ICT Academy Power Seminar on Nurturing the Graduates for Industry Readiness	Centre for PG Studies in Commerce	18/10/2019
Workshop on Basics of Research Methodology	Consumer Forum Association	08/01/2020
Seminar on Art of writing Research Paper	Department of Business Administration	22/01/2020

Workshop on Basics of Research Methodology	Centre for Advanced Studies in Commerce and Management	22/01/2020
Workshop on Fundamentals of Statistical Methods	Centre for Advanced Studies in Commerce and Management	24/02/2020

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
00	00	00	Nill	00

View File

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
00	00	00	00	00	Nill

No file uploaded.

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
00	00	00

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

Name of the Department	Number of PhD's Awarded
NIL	Nill

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Physics	2	03

View File

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

Department	Number of Publication
Centre for PG Studies in Commerce	2
Computer Applications	6
Business Administration	2
Commerce	4
Zoology	2
Chemistry	2
Economics	2
Sanskrit	1
Hindi	2
English	2

View File

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Uranium tolerant phosphate solubilizing bacteria isolated from Gogi, a proposed uranium mining site in South India	Dr. Yashodhara I.	Applied Geochemistry	2020	Nill	Mangalore University	1
Comparison of Radon and Thoron Concentration Measuring Systems Among Asian Countries	Dr. Yashodhara I.	Environmental Research and Public Health	2019	Nill	Mangalore University	1
Comparative study on low energy ion beam modification of thermoplastic polymers	Dr. Raveesha P. M.	Radiation Effects and Defects in Solids	2019	Nill	Mangalore University	1
View File						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
00	00	00	Nill	Nill	Nill	00
No file uploaded.						

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	28	61	7	54

Presented papers	5	8	Nill	Nill
Resource persons	Nill	2	Nill	5

View File

3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Beach Cleaning at Panambur Beach	Department of Zoology and Nature Club	3	36
Extension activity on Easy ways to solve Mathematics	Department of Mathematics	2	10
Extension Activity on "Easy way to learn Mathematics"	Department of Mathematics and National Service Scheme	3	10
Outreach Programme 'Catch them Young 2019-20' Promoting Basic Science among the High School students	Department of Chemistry	3	93
Extension Activity – "Learn, Teach and Inspire": An initiative to educate High School students	Department of Botany	2	45
Extension activity on "Basic Science Lab" for High School Students	Science Association	10	110

View File

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Swachh Bharat Summer Internship 2.0 (50 Hours)	First Position in Dakshina Kannada District Level in Swachh Bharat Summer Internship 2.0 (50 Hours)	National Service Scheme and Water Sanitation Ministry, Government of India	230

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Green Mangaluru	Department of Commerce, NSS Units with Mangalore City Corporation	Green Mangaluru Project – Planting of 10,000 Saplings	4	96
Green Mangaluru	Youth Red Cross unit with Mangalore City Corporation	Green Mangaluru Project – Planting of 10,000 Saplings	2	38
Swachh Bharat	Literary Association with Chetana Child Development School, Mangaluru	Swaachhatha Abhiyan	4	40
Swachh Bharat	NSS Units, YRC units with Amala Bharatha Abhiyana, Matha Amritanandamayi Math, Mangaluru	Swachatha Abhiyana	4	127

3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
NIL	NIL	NIL	00

No file uploaded.

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Industry-Academia interaction	Internship Programme	Vikram International Travels, Kudmul Rang Rao Road, Karangalpady, Mangaluru-57	16/11/2019	10/12/2019	04

Industry-Academia interaction	Internship Programme	5003. Phone Number-24941 40,4273677,2 493646, Email id: vi ktours@yahoo .com			
Industry-Academia interaction	Internship Programme	Deepa Gold, Viva Complex, Main Road, Belthangady. Phone Number: 0825 6-234552, Mobile Number: 9141181920, Email id: de epagold77@gm ail.com	20/11/2019	20/12/2019	03
Industry-Academia interaction	Internship Programme	Atlantik D istributors, 20-3-261/126 , 2nd floor, Sahakari Sad ana,Mission Street, Casba Bazar Village, Man galuru-57500 1 Phone Numb er-988039123 4, Email id: atlmng@gmail .com	14/11/2019	14/12/2019	05
Industry-Academia interaction	Internship Programme	Vikram Int ernational Travels, Kudmul Rang Rao Road, Ka rangalpady, Mangaluru-57 5003. Phone Number-24941 40,4273677,2 493646, Email id: vi ktours@yahoo .com	16/11/2019	10/12/2019	04
Industry-Academia interaction	Internship Programme	Lakshmi General Stores, Shivabagh Kadri, Manga luru-575002,	12/11/2019	12/12/2019	03

		Phone Number: 9108750252, Email id: ravindrashetty 1963@gmail.com			
Industry-Academia interaction	Internship Programme	Konkani Language and Cultural Foundation, World Konkani Centre, Lobo Prabhu Nagar-Konkani Gaon, Shakth inagar, Mang aluru-575016 ,Phone Number: 0824 2231877, Email: baray a@vishwakonk ani.org	16/11/2019	16/12/2019	06
Industry-Academia interaction	Internship Programme	Shravan Kumar B and Co. Chartered Accountants, First Floor, Sajna, Marappa Colony, Bockapatna, Mangaluru-03 , Phone Number: 9164173365, Email id: ca .shravankuma rb@gmail.com	12/11/2019	13/12/2019	02
Industry-Academia interaction	Internship Programme	Harish Prabhu, Tax Practitioner , 2nd Floor, Dr. LPFM Building, Kankandy, Ma ngaluru-5750 02, Phone Number: 9845660616 E mail.id:Hari shprabhu.hp@ gmail.com	15/11/2019	15/12/2020	04

Industry-Academia interaction	Internship Programme	Darshan Switchgears, D.No 6-18-749/5, Poonam Asha Nikethan, Near Sangha Nikethan, Ghandinagar, Mangaluru -575003, Phone Number: 9113651906 Email id: dswitch2001@gmail.com	10/11/2019	10/12/2019	02
Industry-Academia interaction	Internship Programme Internship Programme	Switchgear Services, D.No. 8-2-142/19, Shivagiri Complex, Alake, Mangaluru-3 Email id: sgservice15@gmail.com, Phone Number: 9448145253	10/11/2019	10/12/2019	01

View File

 3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Karavali Wikimedians, Mangaluru, Karnataka	01/07/2019	Promoting Indian languages among students and faculty, Developing latest knowledge in Indian languages, Promoting growth of Indian languages,Free access to knowledge in Indian languages	64
Yenepoya Specialty Hospital, Mangaluru,Karnataka	01/08/2019	Health Care Services for Students Staff and to offer series of Workshops and awareness programmes	47

Bhakthivedanta Academy for Culture and Character Education (BAACE), Mangaluru, Karnataka	01/08/2019	To offer series of Seminars/Workshops/ Conferences/ Symposiums	67
Kanara Chamber of Commerce and Industry (KCCI), Mangaluru, Karnataka	16/11/2019	Industry Institute Interface, Internship Assistance, Soft Skills Development, Career Guidance	25
Chetana Child Development Centre (CCDC), Mangaluru, Karnataka	06/08/2019	Community Development Services	68

View File

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
5750000	6530823

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Seminar halls with ICT facilities	Existing
Classrooms with Wi-Fi OR LAN	Newly Added
Others	Newly Added

View File

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
Easylib	Fully	4.3.3	2007

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	12057	604226	104	17736	12161	621962
Reference	27523	988575	300	58555	27823	1047130

Books						
e-Books	3135000	5900	3135000	5900	6270000	11800
Journals	4	9825	2	9500	6	19325
e-Journals	6000	5900	6000	5900	12000	11800
CD & Video	441	Nill	11	Nill	452	Nill
Library Automation	1	11800	1	14160	2	25960

<div align="center"><a>View File</div>

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Dr. Kalpana Prabhu J.	Second Semester BCA, Mangalore University, Module 2 - Akaal Darshan	Jnananidhi	24/04/2020
Dr. Kalpana Prabhu J.	Second Semester B.Sc., Mangalore University, Novel, Module 3 - Deekshanth	Jnananidhi	25/04/2020
Mrs. Pushpalatha	Sixth Semester BBA, Mangalore University, Module 4 - Leverage Analysis	Jnananidhi	17/05/2020

<div align="center"><a>View File</div>

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	163	134	163	0	0	5	15	25	9
Added	0	0	0	0	0	0	0	150	0
Total	163	134	163	0	0	5	15	175	9

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

<div align="center">150 MBPS/ GBPS</div>

4.3.3 – Facility for e-content

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

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
3034940	2235559	5628700	3395800

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

The institute has well-established systems and procedures, organized and decentralized mechanism for maintaining and utilizing physical, academic and support facilities. A Policy for Utilization and Maintenance of Campus Facilities exist to have an effective mechanism for the upkeep of the infrastructure and other facilities so as to have its optimum utilization and ensure uninterrupted functioning. •An Estate Management Committee is constituted for the said purpose. The Estate Manager, through the committee conducts periodic checks to ensure the efficiency/working condition of the infrastructure. •The committee also undertakes the stock-taking and verification of the physical facilities at the end of every academic year and reports the same to the Principal. •The departments are expected to maintain a stock register for the available equipment. Proper inspection is done and verification of stock takes place at the end of every year. •The nature of maintenance/repair work to be undertaken is recorded in the Maintenance Register. •Follow-up is undertaken by the Estate Manager for such need in consultation with the Principal. •The college has outsourced contracts for Security who ensures vigilance round the clock and housekeeping services for ensuring cleanliness and hygiene on the campus. Basic Science Laboratories The college has well-equipped four Basic Science Laboratories viz., Physics, Chemistry, Botany and Zoology. The Heads of the respective Departments are responsible for maintaining and utilizing the Laboratories of their departments along with their departmental colleagues. Laboratory Attendant sets up, calibrates, and performs minor maintenance on all the laboratory equipment. Necessary servicing is obtained from the technicians for major maintenance. Computer Laboratories and ICT Tools The computer systems are maintained with the help of the hardware technicians designated exclusively for this purpose by the Governing Board of Management. The Head of the Department of Computer Science and Applications oversees the maintenance and operation of Computer Labs and also recommends suitable configurations from time-to-time. All the systems are security protected and are updated on time. Laboratory Attendant performs minor maintenance of the system and peripherals. For any major issues, they are serviced by respective technical assistants. The software update, ICT tools and internet related issues are resolved by the respective service providers through AMC. Library Information Centre and Reading Room The Library is supervised by the Librarian in coordination with the Library Advisory Committee. The committee takes care of up-gradation, enrichment and maintenance of the library. The activities like keeping library well-sorted and clean are done promptly by library staff. Sports Facilities A full-time, qualified and well-experienced Physical Education Director has been appointed to look after the sports activities in the college. He ensures proper upkeep of sports facilities, ground and equipment from time-to-time. Maintenance of open air ground through regular weeding and levelling is taken care of. Maintenance of gym equipment is done whenever necessary. The old and outdated sports equipment are replaced whenever required. Classrooms The routine house-keeping and the maintenance of the classrooms is performed by the outsourced housekeepers as

	per cleaning schedule which is monitored by concerned Academic Class Mentors/Heads of Departments
	https://cdn.canaracollege.com/wp-content/uploads/2021/08/19105707/Policy-for-Maintenance-of-Campus-Facilities-2.pdf

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Scholarships	252	971815
Financial Support from Other Sources			
a) National	3	37	167000
b)International	00	Nill	0
[View File](#)			

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

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Two days Workshop on "Kannada Wikipedia"	27/07/2019	50	Department of Computer Science and Applications Centre for Internet and Society, Bengaluru
Leadership Development Programme	26/02/2020	50	Commerce Association Ms. Krithika Bhat
Capacity Building Progrmme on "Business Grooming"	25/09/2019	40	Commerce Association Ms. Mamatha Prajapathi
Envision- a one day workshop on Soft skills	28/08/2019	75	Department of English Prof. Santhosh Rebello
Session on "Personality Development"	31/07/2019	15	CASCMa Ms. Eva Manorama
Workshop on "Personality Grooming"	24/07/2019	100	Commerce Association Mr. Prajwal
Leadership Development Workshop on "Awakening the Leader in You"	22/07/2019	74	Student Welfare Council Dr. Rameela Shekhar
Training on "National Communication	20/02/2020	85	ICT Academy Mr. Rohith Kajava, Relationship

Skills Challenge"					Manager of ICT Academy
Workshop on "Kannada and Tulu Wikipedia"	15/02/2020	35			Department of Computer Science and Applications Centre for Internet and Society, Bengaluru
Capacity Building Programme on "Life Saving Skills-I and II"	17/07/2019	100			Rotary Club, Mangaluru Dr. Ranjan Rao and Dr. Sudhakara

[View File](#)

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2019	Career guidance Programme on "Career opportunities and prospects in the field of Mathematics"	Nill	35	Nill	Nill
2019	Career Guidance Programme on "Career Prospects in Designing"	Nill	64	Nill	Nill
2019	Career Guidance Programme on "Interview Development Skills"	Nill	20	Nill	Nill
2019	Workshop on "Career Guidance and Interview cracking Skills"	Nill	340	Nill	Nill
2019	CHALK-TALK - A Workshop To Train The Job Aspirants	Nill	25	Nill	Nill

| 2019 | Career Counseling to motivate the students for Banking and Competitive Exams | Nill | 400 | Nill | Nill |
| 2019 | Motivational Talk on "Career Guidance and Future Educational Opportunities in the field of MBA and competitive exams" | Nill | 100 | Nill | Nill |

[View File](#)

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
4	4	7

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
Vantage Agora Ltd .	16	Nill	Infosys Company Ltd	25	9

[View File](#)

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2020	1	B.Com.	Commerce	Presidency University, Bengaluru	M.B.A.
2020	4	B.Com.	Commerce	Manel Srinivas Nayak Institute of Management, Mangaluru	M.B.A.

2020	10	B.Com.	Commerce	Sahyadri College of Engineering & Management, Mangaluru	M.B.A.
2020	2	B.Com.	Commerce	Mangalore University, Mangalagango thri, Mangaluru	M.Com.
2020	3	B.Com.	Commerce	Centre for Post Graduate Studies in Commerce, Canara College, Mangaluru	M.Com.
2020	3	B.Com.	Commerce	Besant Womens College, Mangaluru	M.Com.
2020	1	B.Com.	Commerce	Srinivas University, Mangaluru	M.B.A.
2020	4	B.Com.	Commerce	Dr P Dayanand Pai - P Sathish Pai Government First Grade College, Carstreet, Mangaluru	M.Com.
2020	5	B.Com.	Commerce	St. Joseph Engineering College, Mangaluru	M.B.A.
2020	3	B.Sc.	Science	St. Aloysius Institute Of Management And Information Technology, Beeri	M.Sc. (Software Technology)

<div align="center">

[View File](#)

</div>

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Any Other	1

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year		
Activity	Level	Number of Participants
Chess Men	Institutional	19
Chess Women	Institutional	15
Chithaara	University	150
Anavarana-2019	Institutional	1436

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	First Place	National	Nill	1	185161071	Muhammed Mifta Ullal

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

In pursuance with our Institutional Ideals, the college has always given due prominence to students' representation and engagement in administrative, co-curricular and extra-curricular activities by following duly established processes and norms. It strives to promote inclusive participation, inculcate democratic ethos and collaborative practices among the learners. The Student Welfare Council at our Institute endeavors to offer a forum for student community to discover and engage their strengths, talents and passion by bringing life to the campus thereby prepare them as responsible leaders of future through meaningful, synergistic and life-long life-giving learning experiences. The Council functions under the able guidance of the Student Welfare Mentors. A blended process comprising of both democratic election and panel selection is followed in constituting the Students' Council. Regular meetings of the Council are convened to discuss the issues and concerns of importance and plan its programmes. Students' representation and engagement is reflected through: The office bearers of the Student Welfare Council viz., President, Vice-President, Secretary and Joint Secretary who play a key role as core members in the administrative affairs of the Institute at the student level. The Secretaries and Joint Secretaries of various Co-curricular Associations viz., Subject Associations, Literary Associations, Aptitude Associations Extra-curricular Associations and Special Study Centres for promoting Research and coordinate with the faculty conveners as Associate members in planning, organizing and conducting of activities/events/programmes related to their Associations. The Class Representatives who serve as Advisory members and take special interest in coordinating with the regular activities of the college and council by seeking class participation. The President of Student Welfare Council who represents the student community and participates as an Advisory Member of the IQAC. Other administrative committees like Library Advisory Committee, Estate Management Committee, Code of Conduct and Vigilance Committee, Editorial Board of College Annual Magazine-"Mangala", among others. Opportunities provided to represent and assume leadership roles as student conveners of fests/competitions/conferences/seminars/special events, etc. This

prepares them for leadership ability, organizing events, teamwork, execution skills, etc. Welfare Committees and such mandatory Statutory Cells/Committees where their presence is required. Various institutional level programmes viz., Orientation to first year students, inauguration of Student Council and CC/EC Associations, Leadership Development Programme, Intra/Inter-collegiate competitions, celebrating festivals and commemorating days of National importance, and annual flagship events of the institute viz., Union Day and Annual College Day, Sports and Athletic Meet, CANFEST, SRUJANA, Farewell to outgoing students are organized with the association of student council where students assume various leadership roles and responsibilities. An exclusive MoU has been signed with Chetana Child Development Centre, Mangaluru to establish programmes of social concern and sensitize the students towards specially abled and less privileged through wide-range of extension and outreach programmes thereby contribute to enriching the social life. The voluntary involvement and participation of the student council and staff in this initiative is well appreciated by the Centre. The student council has also mobilized funds to reach out to various social causes at the call of the needy.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

13000

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

200000

5.4.4 – Meetings/activities organized by Alumni Association :

An active and engaged alumni association exists and is functioning as an unregistered body. Keeping in mind the emotional bonds that connect alumni with their Alma-mater, the Institute has always dedicated itself to fostering enduring relationship and close ties with its alumni. Alumni engagement with the institution through its multifarious activities is evident through: The President of Alumni Association and the Industry representative member who is also an alumnus, represent as the Advisory Members of our IQAC. They contribute in the quality enhancement of the Institution. Invitations given to prominent Alumni to be Chief Guests/Guests of Honor at various College events. Their presence and interaction, at such events, showcase their achievements and inspires the current students. Alumni members who have distinguished themselves in various walks of life who are invited to interact with students, as resource persons for seminars/conferences/workshops/guest lectures/motivational talks, etc., where they share their experiences. The alumni who render yeomen service by supporting the college in establishing industry linkages, providing exposure, internship opportunities, and assistance to career guidance and placement initiatives. The generosity of the Association and its members which is evident from their voluntary participation and financial contributions to NSS camps and college activities. Periodic meetings and Annual General Body Meetings of the Association have been convened. Moreover, alumni reunion at Canara is not a one-time occasion. Apart from the Annual Alumni Day celebration, the alumni comes back to their home on various prominent occasions like Teachers' Day, Founder's Day, Union and Annual Day Celebrations, CANFEST, SRUJANA, among others thus renew their old bonds with Alma-mater. Our Alumni are our pride who have excelled in various walks of life, thereby adding to the Brand 'CANARITE'.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

The institution firmly believes that right from the Governing Council to the staff and students, all the stakeholders have a key role in achieving the goals of the institution. Successful conduct of curricular, co-curricular, extra-curricular and special events is ensured by delegating responsibilities to various committees. In this manner, a harmonious, collaborative and inclusive participation of all the stakeholders is ensured. Practice 1: Organization of Institutes Annual Flagship Events: Successful organization of the most awaited annual flagship events of the Institute viz., CANFEST - Two-day National Level Inter-collegiate Commerce Management and Science IT Fest, SRUJANA – a one-day University Level NSS Fest and, Union and Annual College Day Celebration is a fine example of the decentralized system of administration and participative management being followed in the Institute. The dates of annual flagship events for the AY 2019-20 were thoroughly discussed and finalized in the IQAC meeting. It was then communicated to all. The Conveners of these special events then convened the meeting of faculty members and students to decide the theme and its execution. The faculty conveners through informal involvement of student conveners prepared the proposal with budget for the respective events and it was forwarded to the Correspondent for approval. It was later placed in the meeting of Local Governing Council for ratification. On its approval and ratification by the Management, various functional committees were constituted at the institute level and further follow-up regarding the Event Heads and Managers, Event-wise Staff-in-charge, number of events and rounds, Brochure, Invitation, Judges, Reception and Escorts, Certificates and Prizes, Registration, infrastructural set-up, Food and Refreshments, Volunteers, etc. were resolved in the meeting of the Conveners. With meticulous planning and inclusive involvement of all the concerned, the planned events were held as per the scheduled date. These events witnessed the gracious presence of our esteemed Management members, participation of our proud Alumni as Chief Guests, Judges for various events, delighting presence of our former staff, parents and student participants at large. Practice 2: Assignment of Academic and Administrative Responsibilities for the academic year The Academic and Administrative responsibilities of the year are collectively shared among the staff members which entitles them to take-up different leadership roles. This enables them to contribute in their capacity to ensure effective governance of the institution. Besides, to ensure smooth functioning, various support systems in the form of committees with senior faculty members as its conveners are constituted with each member of the staff included in at least one committee to handle the specific areas that demand special attention and care. All these committees function effectively under the able guidance and motivation of the Principal. It includes IQAC, Staff Welfare Association, Student Welfare Council, Academic and Administrative Committees, Statutory Cells, Welfare Committees and CC/EC Associations. The Alumni and Parent Teachers' Association also actively contributes to better functioning of the college.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Industry Interaction / Collaboration	National Level Seminars/Conferences

	are organized by the Institution in collaboration with various professional bodies and organizations. Industry Experts, Entrepreneurs and Professionals are invited to interact, share their rich knowledge and real-life experiences with the students. MOUs are signed with industries/organizations to promote Industry Institute Interaction. Industry exposure is also promoted through encouraging students to take-up internship programmes. Industry Institute Interface is also promoted through industry / field visits which enables the students to gain hands-on learning experience. The Institution also has linkages with other professional bodies too.
Human Resource Management	The Institute functions under a decentralized and participative system of management which is visible at every level. The effective leadership is promoted by delegating authority to different levels, thereby fostering participative management to ensure transparency and inclusivity in decision making thus leading to good governance. The service rules, procedures, recruitment, and promotional policies among others are clearly stated in the Service Rules of the Canara Institutions which is meticulously followed thus ensuring transparency in the system. To promote continuous learning, teachers are encouraged to enhance their qualifications and advance professionally. Workshops / Faculty Development / Training Programmes are organized for both teaching and non-teaching staff to enhance their capacity, competencies and skills. Besides this, staff members are also encouraged to participate in professional development and training programmes organized by other institutions. Staff Welfare Policy is in place to ensure the welfare of staff. Necessary infrastructural facilities like computers, printers and Wi-Fi/LAN are provided in all the staff rooms. To enable access to e-resources, teachers are given individual login for N-list journal portal. Effective mechanism of performance appraisal system exists for both teaching and non-teaching staff, which boosts them with

	the much needed zeal to work towards their self-development
Research and Development	Teachers are encouraged to pursue research work with flexibility in work timings. Teachers are encouraged and supported to present research papers and publish research articles. To promote research culture, students are encouraged to take-up Institute Initiated research Projects and also present research papers in conferences / seminars. The Centre for Advanced Studies in Commerce and Management / Science and Technology organizes seminars and workshops on research methodology and also encourages students to take-up research based projects.
Library, ICT and Physical Infrastructure / Instrumentation	Our Institution is a member of N-LIST that provides access to e-Journals and e-Books. OPAC facility is available in the library through which enables the users to know the status of the books. To inculcate the habit of reading, the library organizes competition to students on "The book I liked the most in the College Library". Library Book Exhibition has been organized to motivate reading habit amongst the students. The Library also awards the "Best Library User" to the student who has best utilized the library throughout the year. To facilitate ICT enabled teaching-learning, the number of classrooms equipped with LCD Projector facility has been increased.
Examination and Evaluation	Examination Committee is internally constituted to centrally coordinate with examination related aspects. The Institutional policy in tune with the ordinances of the affiliating University for CIE and conduct of IAE is in place which acts as a mechanism to guide the process. Continuous Internal Evaluation (CIE) System is in place where the students are assessed based on their performance in one/two Internal Assessment Examination and other evaluation components appropriate to the course based on student-centric activities such as assignments, presentations, group discussions, case studies, field visits, working on projects, viva-voce, etc. Besides this, the teachers are involved in University examinations as the member of BoE, Question Paper setters, Reviewers/

		Examiners every year.
Teaching and Learning		The intended learning objectives and outcomes for the courses and programmes offered by the Institution are well-stated and communicated to the students. The same is also available on the Institutional website. Student centric methods such as experiential learning, participative learning and problem solving methodologies have been evolved to enhance students learning experiences. Well stacked library and ICT facilities to promote quality teaching and learning. Extensive use of ICT in teaching-learning is encouraged. Self and advanced learning is encouraged through MOOCs - SWAYAM / NPTEL. Learning levels of the students are assessed and special programmes for advanced learners and slow learners are initiated to cater the student diversity. Teachers are encouraged to participate in refresher courses/orientation programmes/FDPs/workshops/conferences/seminars which enable them to update, enrich their knowledge and develop new teaching skills. Students Feedback on teaching is collected at regular intervals to review and ensure effectiveness in the process. Effectiveness of teaching-learning process is ensured through periodic review by Heads of Departments, IQAC and the Principal.
Curriculum Development		Choice Based Credit System (CBCS) has been implemented in all the U.G. Programmes offered by the Institution. Curriculum enrichment has been facilitated by integrating various crosscutting issues into and beyond the curriculum. Various Add-on / Certificate Courses focusing on employability and skill development have offered to enable academic flexibility. Some of our teachers are also the members of BoS, Syllabus Drafting and Text Book Framing Committees of the affiliating University where they contribute to the curriculum development. It is also worthwhile that the Institute has taken initiative to organize three University Level Workshops on Revised CBCS Syllabus.
Admission of Students		The Institution ensures enrolment of students through a well-structured, decentralized, fair and transparent

admission procedure. Institutional Policy for Student Admission is in place which serves as guide for the process. The Karnataka State Reservation Policy is followed to fill the seats earmarked for the reserved categories. The Admission related details is notified through the Institutional website. Besides, well communicated admission process with details of academic programmes offered, etc. is also highlighted through prospectus and newspaper advertisements. Admission software is in place which enables easy and quick analysis of student database and understanding their socioeconomic profile. https://cdn.canaracollege.com/wp-content/uploads/2021/07/17102752/Student-Admission-Renewal-Policy.pdf

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

E-governace area	Details
Planning and Development	Upcoming Events, Notifications etc. is published on the Institutional Website from time-to-time. The Minutes of Meetings of Internal Quality Assurance Cell (IQAC) and Local Governing Council are also available on the Institutional Website. Easylib Software for Library Management Use of Social Media for regular updates through Facebook Page of the Institution, Official WhatsApp Groups.
Administration	MIS software is in use. Biometrics' system of attendance punching is followed in the institution. Sakala Service System is in practice. Liaison with Governing Council through e-mail. Bulk SMS service is in place.
Finance and Accounts	The accounts of the institution are maintained under Tally ERP of Tally Computers. It is possible to extract periodical reports of the various expenses and incomes of the college. Salary to staff is credited to their bank account directly.
Student Admission and Support	Students' admission is processed through MYSCH software. Online entry is made on the University portal. Students E-Attendance Monitoring System is in place. Scholarships through Government / concerned portals. Students feedback on teaching is collected through online system. MOOCs - SWAYAM/NPTEL Local Chapter of the Institute has been

	established. Official communication with the students is made through class-wise Official WhatsApp Groups. Online collection of feedback from various stakeholders.
Examination	Online entry of Internal Assessment and Practical Examination marks are through the University Portal.

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	Dr. Prashanth	National Seminar on "Banking Before And After Natio nalisation"	St. Aloysius College (Autonomous), Mangaluru	200
2019	Dr. Prashanth	Centenary Celebration Quiz Programme "Knowledge Factory"	St. Agnes College (Autonomous), Mangaluru	500
2019	Dr. Kalpana Prabhu J.	National Conference on "New Educational Policy"	SDM College (Autonomous), Ujire	108
2019	Dr. Kalpana Prabhu J.	First and Second Semester Hindi Syllabus Workshop	Government First Grade College, Carstreet, Mangaluru	500
View File				

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	Motivati onal workshop on "Strive for Excellence : Teacher Reinvent	NA	18/06/2019	18/06/2019	51	Nill

| 2019 | Training on Structure of College Website and how to upload contents on Institutional Website | NA | 07/08/2019 | 07/08/2019 | 6 | Nill |

<div align="center">

[View File](#)

</div>

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Presentation Skills Online Live by ICT Academy	1	06/05/2020	11/05/2020	06
Teaching Techniques with Gamification Online Live by ICT Academy	1	06/05/2020	11/05/2020	06
Cyber Security Online Live by ICT Academy	1	30/04/2020	05/05/2020	06
Team Building and Managing online Live by ICT Academy	1	30/04/2020	05/05/2020	06
Innovative Pedagogy	1	18/10/2019	18/10/2019	01
Analytics for Teachers	3	29/09/2019	29/09/2019	01
Aws Cloud Masters, Conducted by ICT Academy	2	06/09/2019	06/09/2019	01
Faculty Knowledge Sharing Program, on "Innovative Teaching Strategies That Improve Student Engagement	4	24/08/2019	24/08/2019	01

Post Graduate Diploma in Guidance and Counselling	1	27/07/2019	27/07/2019	01
Advanced Trading Strategies in Future Options	1	23/08/2019	23/08/2019	01

View File

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
59	Nill	24	Nill

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
https://cdn.canaracollege.com/wp-content/uploads/2021/07/16153518/Staff-Welfare-Policy.pdf	https://cdn.canaracollege.com/wp-content/uploads/2021/07/16153518/Staff-Welfare-Policy.pdf	Award of Management and Non-Governmental Scholarships, Ample opportunities to take part in Training Programmes and Power Seminars, Financial support to encourage students participation in inter-collegiate Fest/Events and academic programmes, Special support and care extended to differently abled / Divyanganas, etc. https://cdn.canaracollege.com/wp-content/uploads/2021/07/16153419/Policy-for-Student-Welfare-Support-Development.pdf

6.4 – Financial Management and Resource Mobilization

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

The Institution strives to ensure total transparency and probity in all its activities. This is also evident in financial matters where resources are mobilized and used effectively, efficiently and judiciously. To monitor effective deployment of financial resources, the institution has computerized its financial management system on various matters. Day-today financial dealings are handled by the office staff in charge. Entries are recorded on daily basis in the cashbook. Cash collected under various heads are settled according to norms and deposited in bank. Daily accounts are entered in the ledger book using Tally software. The Principal verifies the accounts on a daily basis and takes note of it. In the beginning of the year, annual financial requirement is chalked out for the preparation of Annual budget. It is an integrated effort that involves all the teaching and non-teaching staff directly and students indirectly. Principal along with the Accounts staff consolidates the college level requirement and the comprehensive budget

proposal is placed before the Governing Council for final approval. The same is discussed and approval is given on priority basis keeping in mind all the sections of the proposal have fair share. Any additional requirements that arise due to unforeseen expenditure are discussed with the Management for its ratification. The utilization of the financial resources is evaluated at the end of the year. Furthermore, the accounts are subjected to both external and internal audits on a regular basis. As an endeavor to review the efficiency and effectiveness of the systems and procedures and also to have an internal control appropriate to the different functional departments at the college, the internal audit programme is conducted regularly. Faculty members from various departments are formed into groups to conduct the audit process for the specified areas. Upon completing the process, the committee submits its Report which is considered for further review and improvement. The renowned and trustworthy Chartered Accountant Firm B. Shivananda Pai Co., Mangaluru is duly appointed by the Management as external auditor who conducts the regular audit of Grant and Non-Grant Accounts and certifies the financial statements. All Utilization Certificates to various grant giving agencies are also countersigned by the CA. The process involves detailed checking of vouchers and bills, thorough verification of receipts and books of accounts, scrutiny of bank reconciliation statements, examination of any irregularities and to obtain evidence in order to successfully satisfy the requirements of the audit programme. Observations are recorded and discussed with Accounts Staff of the College/Principal and clarifications are obtained. Necessary corrective measures are suggested and are duly considered for follow up. The finalized and approved audited financial statements are also made available for any stakeholder to have recourse to. The Office of Joint Directorate of Collegiate Education, Mangaluru and Auditor General of India (AG) also conduct the statutory audit. The last such Audit by O/o The Principal Accountant General (G SSA), Bengaluru, Karnataka was held in January 2020. The institution has amicably resolved the major audit objections and its compliance.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Canara High School Association	165000	Towards Endowment

View File

6.4.3 – Total corpus fund generated

00

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Local Inspection Committee of the University	Yes	Internal Quality Assurance Cell (IQAC)
Administrative	Yes	Local Inspection Committee of the University	Yes	Internal Quality Assurance Cell (IQAC)

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

• Parent-Teacher Association exists and is functional. • A Meeting of the PTA Advisory Committee was held on November 11, 2019. • Office Bearers and the Advisory Committee members of the PTA are invited on all prominent occasions. • Besides, class-wise Parent-Teacher Meet is convened to keep the parents well-informed about their wards performance and progress. • Parents are invited for the Institutional Orientation Programme of their wards on the first day of College. • Official Whatsapp Group 'PTA Advisory Group' has been constituted to provide a platform for parents / guardians and teachers to exchange, analyze issues and concerns to foster mutual understanding, harmonious relationship and cooperation in the accomplishment of the common aim.

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

• Half day Efficiency Enhancement Workshop on "Building Capacity, Enhancing Efficiency and Accomplishing Effectiveness" for the Administrative and Support Staff held on June 17, 2019. • Motivational Workshop on "Professional Values, Ethics and Interpersonal Relationship in Work Quality and Service Delivery" for the Administrative and Support Staff on July 11, 2019.

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

• Revision of Institutional Ideals • Development of Institutional Strategic / Perspective Plan • Proposing Annual Theme for the Academic Year and its reflection in the Institutional activities • Submission of Annual and Monthly Plan of Action and Review of the same • Introduction of Staff Uniform as an initiative to promote a sense of solidarity • Increase in number of Add-on / Certificate Courses and MOUs • Initiation of Students E-Attendance Monitoring System • Establishment of SWAYAM/NPTEL Local Chapter of the Institute • Promoting and encouraging students to undergo internship programmes • Development of Policy Documents relating to various academic and Administrative affairs of the Institution • Existence of Students E-Attendance Monitoring System • Renewal of Institutional Membership with ICT Academy • Enhanced use of ICT in teaching-learning process with increased number of classrooms having LCD Projector facility • B.Com. Professional Batch integrated with CA/CS has been introduced from the Academic Year 2019-20

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Principals Orientation to the Staff at the commencement of the Academic Year 2019-20	17/06/2019	17/06/2019	17/06/2019	51
2019	Motivational	18/06/2019	18/06/2019	18/06/2019	51

Workshop on "Strive for Excellence: Teacher Reinvent Yourself"		

<div align="center">

[View File](#)

</div>

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Gender Awareness and Sensitivities	15/02/2020	15/02/2020	31	22
Gender Issues and Sensitization	26/02/2020	26/02/2020	12	8
Women and Human Rights	17/07/2019	17/07/2019	8	22
Know Your Rights - #Absam jothanahin#	15/07/2019	16/07/2019	310	190
Gender Awareness - Women and Human Rights	24/07/2019	24/07/2019	10	20
Women Empowerment in India	21/08/2019	21/08/2019	50	Nill
Mangalamukhiyara Baduku-Bavane : Ondu Samajika kalakali mattu Drashtikona	03/01/2020	03/01/2020	253	122

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

Percentage of power requirement of the University met by the renewable energy sources
A Policy on Green Campus exists to guide and promote environmental and sustainability initiatives. Initiatives undertaken in this regard include the following : Restricted entry of automobiles into the campus Effective utilization of backyard area as Botanical Garden with regular maintenance and plantation of saplings. Use of appropriate signages within the campus depicting environmental concern and protection. Celebrating the days of environmental importance. Use of LED bulbs and power saving equipment. Appropriate system of managing different types of wastes exists to ensure effective waste management system. Environmental consciousness is also ensured through beyond the campus environmental protection initiatives viz., Swachh Bharat programmes, campus

cleaning drives, Beach cleaning among various other extension activities and outreach programmes.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	6
Provision for lift	Yes	1
Ramp/Rails	Yes	1
Rest Rooms	Yes	1
Scribes for examination	Yes	Nill

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	Nill	05/07/2019	01	Provided Institutional facilities to host a One-day Workshop on CBCS for BCA, B.Sc. (Computer Science), B.Com. (Computer Applications) and BA (Data Processing)	Situatedness and proximity of the Institutes location and initiative taken to organize the same	10
2019	Nill	1	20/07/2019	01	Blood Donation Camp	Imbibing voluntary blood donation as a social norm	90
2019	Nill	Nill	22/09/2019	01	Outreach Programme at District Prison,	Inculcating values among students by	27

					Mangaluru	involving them in social service by cleaning the prison campus	
2019	1	Nill	18/09/2019	04	Provided institutional infrastructure for the conduct of BoE Meeting of Commerce (U.G. Programme) of Mangalore University	Situatedness and proximity of the Institutes location	Nill
2019	1	Nill	18/09/2019	03	Provided institutional infrastructure for the conduct of BoE Meeting of Kannada Language (U.G. Programme) of Mangalore University	Situatedness and proximity of the Institutes location	Nill
2019	1	Nill	19/03/2020	05	Provided institutional infrastructure for the conduct of BoE Meeting of Commerce (U.G. Programme)	Situatedness and proximity of the Institutes location	Nill

					of Mangalore University		
2019	Nill	1	02/10/2019	01	Voluntary service of packing prasadam at Shree Gokarnana tha Kshethra, Kudroli, Mangaluru	Inculcating Value system	6
2019	Nill	1	11/03/2020	01	Traffic Warden Programme	Creating awareness of traffic rules and road safety and assistance extended in traffic control	10
2019	1	Nill	08/12/2019	01	Provided instituti onal infr astructur e for the conduct of MAT Ex amination	Centre for Exami nation due to the situa tedness and proximity of the In stitutes location	Nill
2019	1	Nill	19/11/2019	12	Provided instituti onal infr astructur e for the Central Valuation of BBA/BBM, BHS, BHM, BA(HRD), BA(HRD) Projects	Situate dness and proximity of the In stitutes location	Nill
			View File				

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

Title	Date of publication	Follow up(max 100 words)
Stakeholders Handbook on Code of Conduct and Professional Ethics	01/01/2020	Stakeholders Handbook on Code of Conduct and Professional Ethics has been published and a copy of the same has been made available to all the staff members. It is also available on the Institutional Website. Code of Conduct Vigilance Committee (CoCVC) has been constituted to ensure vigilance and compliance to the Institutes Code of Conduct. An orientation by the Principal to the staff was held at the commencement of the academic year to reiterate the shared commitment of the staff towards Institutes Code of Conduct and to inculcating professional ethics. With a view to inculcate human values and professional ethics, a Spiritual Discourse on "Values and Ethics in Profession : From Effectiveness to Greatness" was organized on February 29, 2020 for all the staff members.
Institutional Handbook for Students	19/06/2019	Institutional Handbook for Students is published every year and is made available to all at the commencement of the academic year. The same is also available on the Institutional Website. Therefore, it is binding upon all the students to be well conversant with this Code and shall be adhered to in true spirit at all the times. The Institutional Orientation and Induction Ceremony for First year students held on June 19, 2019 acquainted students with the Institutes Code of

			Conduct and need for its due compliance. Furthermore, all the newly inducted students are administered with the Canarites Pledge to comply with the Institutes moral and ethical code of conduct. The Departmental Orientation held thereon also endeavored to inculcate human values among the students and thus called upon to diligently comply with the Institutes Code of Conduct. Moreover, every Academic Class Mentor(s) regularly orient the students in this direction to abide by the code of ethics and general conduct. Human Values and Professional Ethics Cell is in place which organizes spiritual discourses and special lectures on topics promoting human values and professional ethics. Value-Added Foundation Course on Personal Holistic Competence (PHC) was offered to infuse human values and Professional Ethics among the students.
Institutional Prospectus	Nill		The Institutes Code of Conduct is well described on the Prospectus. It clearly outlines students responsibilities, thus letting individual students know that they need to meet certain standards for their own sake and that of the entire learning community. It clearly mandates the General Code of Conduct and Ethics for all the prospective students enrolling with the Institute for pursuing varied academic programmes of study. All students enrolling must

	be aware that it is incumbent upon them to abide by this Code of Ethics and Conduct and the rights, responsibilities including the restrictions flowing from it. That the Institute's endeavor by means of enforcing this Code is to pioneer and administer a student discipline process that is egalitarian, conscientious, effectual and expeditious and providing a system which promotes students growth through individual and collective responsibility.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Motivational Workshop on "The Role of Determination, Innovation and Professionalism in Management Graduates"	11/07/2019	11/07/2019	103
Gurupoornima Celebration 2019	16/07/2019	16/07/2019	100
Leadership Development Workshop on "Awakening the Leader in You"	22/07/2019	22/07/2019	78
Talk on Awareness on Rain Water Harvesting	23/07/2019	23/07/2019	62
Commemoration of Kargil Vijay Diwas	25/07/2019	25/07/2019	77
Kargil Vijay Diwas	26/07/2019	26/07/2019	82
Gandhi-150 – Series of special lectures in commemoration of 150th Birth Anniversary of Mahatma Gandhi	31/07/2019	31/07/2019	104

Sadbhavana Day Celebration	31/07/2019	31/07/2019	146
Varamahalakshmi Pooja	09/08/2019	09/08/2019	30
Dr. S. R. Ranganathan's Day Celebration	12/08/2019	12/08/2019	30

[View File](#)

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

A Policy on Green Campus exists to guide and promote eco-friendly initiatives on the campus. Initiatives undertaken in this regard include the following : Enhancement of greenery of the campus through potted plants. Restricting the use of plastics on the campus. Weekly planting of saplings by the students under the initiative of Each One, Plant One and Protect One. Eco friendly, Triple Decker Bio Waste Bin is used for wet waste management. Regular collection of E- waste from all the students and staff of the Institution for the appropriate disposal of the same through the Mangaluru City Corporation (MCC). Following of green protocols in all official programmes of the institution E-assignment submission is encouraged to save paper. Dissemination of official communication and correspondence through e-mail and official WhatsApp Groups. https://cdn.canaracollege.com/wp-content/uploads/2021/07/16151620/Green-Campus-Policy.pdf

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

BEST PRACTICE-1 Title of the Practice IQAC Bulletin - KAMADHENEU : A Commitment to Quality Assurance Objectives of the Practice - To instill quality culture in the institution by standardizing effective documentation system. - To bring forth the fine accomplishments of quality initiatives and endeavors of the institution. - To report on the progress made in achieving the strategic goals of the institution. - To reinforce and promote the vision, mission, ethos and core values of the institution. - To expand our reach and strengthen our ties through improved participation of the stakeholders The Context Quality in any system can be assured through well-structured quality assurance mechanisms. With the growing concern for stakeholders participation and increased need to connect with them, the institute initiated the practice of publishing half-yearly IQAC Bulletin titled KAMADHENU" since 2015-16. The idea took shape in one of the brainstorming meets of the IQAC. The need was felt that it would be useful to craft a document that would give at-a-glance the glimpse of quality initiatives of the institution at regular intervals. This bulletin is, therefore, a committed effort to support and promote the avid urge of infusing quality culture into the system and among its stakeholders by creatively sharing and connecting with the communities we serve. The Practice Half-yearly IQAC Bulletin - KAMADHENU is a determined effort and commitment of the institution towards disseminating quality initiatives to all the stakeholders who evince interest in the Institution's growth. This Bulletin highlights the spectrum of activities and fine accomplishments of the institution in the journey of quality assurance and quest for excellence. To put this idea into action, Documentation cum IQAC Bulletin Committee was constituted comprising of faculty members from various departments. Standing guidelines are in place for carrying out this creative task. Standard proformas for reporting and other submissions are developed which is scrupulously followed by all the Departments and Associations. The committee along with IQAC with its persistent efforts synergizes in bringing out the same in a professional manner. It highlights the quality initiatives and multifarious activities of the Departments, Co-

curricular and Extra-curricular Associations featuring accolades and accomplishments. Ideally it is released in the Advisory Meetings of the IQAC, a copy of the same is made available in the College Library and also published on the institutional website for wider dissemination and easy accessibility for all. Evidence of Success As the term 'assurance' signifies the act of giving confidence and making certain that the specified quality benchmark has been fulfilled, the half-yearly IQAC Bulletin - KAMADHENU has indeed been testimony to the commitment of the institution to constantly progress in making quality assurance a persistent endeavor. The initiation and continued publication of this Bulletin "KAMADHENU" a torch bearer in the field of higher education, has carved yet another step in its vision to channelize the efforts and measures of the institution towards quality assurance and commitment to excellence. It provides a sense of satisfaction of having accomplished the academic and administrative endeavors we had set for ourselves in each session and a spur to do more for the next session. Making these thoughts a reality, it has proved to be the ready reckoner for all the stakeholders of the institute and also enable them to cherish their own deeds and accomplishments. Problems Encountered and Resources Required Although the Bulletin acts like a mirror image of institution's quality however bringing out its each issue is a challenging and arduous task. It expects intense devotion of time, energy, patience and commitment to qualitatively perform the work. Continuous monitoring and follow-up is required to keep track of the events followed and reports received. Frequent reminders for timely submission of reports, fine-tuning and compilation of the inputs, sparing quality time and balancing along with other core work, makes it more difficult. Its designing by the professionals in the press requires sufficient time which sometimes delays the work and its finalization. Inclusion of few more members with language proficiency can ease the task. Besides, newer ways can be explored to further refine the work so as to make it more creative and reader friendly. BEST PRACTICE-2 Title of the Practice Empowering students for holistic development Objectives of the Practice With the idea to promote, nurture and empower students for their holistic development, the institute has various co-curricular and extra-curricular Associations that provide ample opportunities with the following objectives to: - Explore, tap and nurture the various inherent talents in the students. - Sharpen skills, boost self-confidence and enhance the holistic personality of the students. - Promote beyond classroom learning by connecting theory to practice. - Improve the academic, physical, cultural and mental development of the students. - Develop among the students a sense of self-esteem, commitment and responsibility. - Empower students with qualities of leadership and prepare them for their better future. The Context Inspired by the institute's vision and mission, emphasizing on the values that are core to one's holistic transformation building capacity, developing skills, enhancing competencies and empowering students for holistic development has been the central mission at all times. Further, changing dynamics and growing expectations of the global job market, looks not only for the academic excellence but also expects the right blend of skills, competencies and capabilities that can help the graduates become employable. Thus, being mindful as an educational institution and having the greater responsibility of empowering the young minds and developing them into responsible future leaders, the institute lays special focus on actualizing the inert potential of every learner besides their scholastic areas so as to churn them to the employability needs and above all boost success in their respective careers ahead. The Practice A student's social life is as important as his/her academic life for the holistic development. Besides academics, we do believe that every student should have a plethora of learning opportunities, scope for skill enhancement, capacity building, competency development and transformative experiences during their time at Canara College. To ensure that students get such an opportunity to engage, participate, evolve, lead and achieve the learning and development

activities are well-structured through actively functioning co-curricular and extra-curricular associations. Each of these Associations strives to envision its activities in tune with its objectives and in reflection of institute's vision and mission. Its activities are well-coordinated by designated faculty mentors and student representatives who are the conveners of these associations. Faculty mentors along with the student conveners chalk out the action plans and prepare the itinerary for their concerned Associations. Accordingly they are incorporated in the institute's academic calendar of events. Appropriate mechanism is in place to ensure that the action plans are adhered to by submitting the annual and monthly plan of action which is also reviewed periodically by the IQAC. Besides wide-range of skill enhancement, value addition, capacity building, competency developing activities, the associations also offer Add-on Courses, sensitize students towards social responsibility by involving them in community welfare, extension activities and outreach programmes. Evidence of Success The Co-curricular and Extra-curricular Associations have indeed demonstrated to be the dynamic workshops of life-building and life-transforming successes in which the young minds of the students are churned and groomed to make them holistic individuals. Besides in-house participation, it has empowered them to actively participate, compete and excel in various inter-collegiate competitions and events which is evident through the laurels brought by them. Moreover, the evidence of success is also felt from the positive outcome of the practice through the following: - Satisfied learning experience, greater self-confidence and better competitive and team spirit in students. - Demonstrate greater leadership skills, more thoughtfulness in their ethical decisions and are able to better articulate the benefits from their involvement and participation. - Stimulate positive correlation between students participation and their all-round development. - Broadened horizons and lucrative opportunity to excel have enabled them to step out from the crowd. - Better engagement and participation of students have channelized their energies into meaningful and productive activities. - Creativity, innovation, enthusiasm, positive thinking among others are some of the facets of transformative outcomes seen through students engagement. Problems Encountered and Resources Required - The tight schedule of the University Academic Calendar makes it challenging to effectively execute the programmes as planned. - Paucity of time, priority of the schedule and allocated budget confine the number of activities that can be held. - As most of these activities and events are scheduled beyond the regular class hours, students commuting from far of places and neighboring state of Kerala, find it difficult to stay back late in the evening. - It is quite challenging to cater and involve all the students as their involvement and participation highly depends on their willingness and self-interest. - Designing appropriate activities/events that are interesting and suitable to the type of Associations demands intense effort and time. - Certain set of activities/special events demand higher outlay of funds. - Creation of simulating environment and finding the apt resource persons/professionals suitable to the activity/event is not an easy task.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
https://cdn.canaracollege.com/wp-content/uploads/2021/09/07150736/Best-Practices-2019-20.pdf

7.3 – Institutional Distinctiveness

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

We firmly believe that education makes a person and transforms as a responsible citizen. The institution therefore aims at not just imparting modern education

but also moral values that are blended with rich cultural ethos. In every Canarite, we earnestly strive to instill the Panchasheela core values viz., Shraddha - Faith in Divinity Jigyasa - Love for knowledge Shakti - Strength of mind Samyam - Self-control and Seva Nishte - Devoted to the service of mankind. The central theme that underlines our distinctiveness to the priority and thrust is our concern for creating "Educationally empowered, culturally vibrant, globally competent and socially responsible individuals". Educationally Empowered Ever since its inception, the college has maintained consistency in its student strength, embarked on the growth in terms of infrastructure and learning facilities. Providing cutting-edge higher education to all irrespective of any distinction that is both accessible and affordable has always been at the priority of the Institute's pursuit. The commendable academic results, University ranks, Gold Medals and other laurels secured by our students ever since its inception is a testimony to the fact that the Institute continues to have a major role in producing educationally strong and intellectually empowered students. Culturally Vibrant The Institute's ideals truly reveal its perennial striving to prepare its students for not just examinations, but for the journey of righteous life. Endeavors like SRUJANA – A University Level NSS Fest which is one of its kind, initiatives promoted through Human Values and Professional Ethics Cell, spiritual enrichment initiatives, wide-spectrum of cultural activities among others continue to strengthen our traditions and immensely contribute to infusing cultural transformation and vibrancy on the campus. Furthermore, the students are nurtured to grow as exceptional citizens by instilling in them values and principles advocated by our legendary Founder. Thus, we sustain an abode of excellence coupled with institutional values which go a long way in shaping the life and character of every Canarite. Globally Competent The academic process at our Institute is complemented with a diverse array of opportunities provided to the students in enhancing their knowledge beyond academics. Initiatives such as CANFEST, Finishing School/Soft skills Programmes, guest lectures, workshops, capacity building programmes, conferences on themes of global relevance expose the students to the global expectations apart from providing exposure to recent developments and innovations in fields relevant to their stream of study. By programme's end, we make every effort possible to create our graduates career prepared and industry ready. Thousands of such proud alumni are the real testimony who prove that every day. Socially Responsible To uphold its mission, the College through its NSS Units adopted Kodman – a medium sized village located in Bantwal Taluk of Dakshina Kannada District consisting of four villages under the Grama Panchayat in the year 1989. Ever since then for over three decades, the college is very closely associated with the village and has undertaken multifarious welfare initiatives. Besides this, a wide-range of need-based extension activities are undertaken at several other places through different Departments and Associations.

Provide the weblink of the institution
https://cdn.canaracollege.com/wp-content/uploads/2021/09/07144600/Instiutional-Distinctiveness-2019-20.pdf

8.Future Plans of Actions for Next Academic Year

Gear-up with the preparations and undergo the Fourth Cycle of NAAC Assessment and Accreditation process Registration of the Alumni Association Enhance ICT enabled Facility by increasing the internet bandwidth on the campus Expand academic and professional linkage with industry through Alumni Network to improve on-campus placement. Increase the participation of faculty and students in Social Outreach activities Promote and encourage to MOOCs