



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution

CANARA COLLEGE

- Name of the Head of the institution **Dr. Premalatha V.**
- Designation **Principal (In-charge)**
- Does the institution function from its own campus? **Yes**
- Phone no./Alternate phone no. **08242492366**
- Mobile no **9844819011**
- Registered e-mail **cnrcollege@yahoo.co.in**
- Alternate e-mail **premalathavpai@gmail.com**
- Address **Mahatma Gandhi Road, Kodialbail,
Mangaluru - 575 003, Dakshina
Kannada District, Karnataka.**
- City/Town **Mangaluru**
- State/UT **Karnataka**
- Pin Code **575003**

2.Institutional status

- Affiliated /Constituent **Affiliated**
- Type of Institution **Co-education**
- Location **Urban**

- Financial Status

Grants-in aid

- Name of the Affiliating University

Mangalore University

- Name of the IQAC Coordinator

Mrs. Dejjamma A. & Mr. Hardik P. Chauhan

- Phone No.

08242492366

- Alternate phone No.

9480161357

- Mobile

7411626909

- IQAC e-mail address

canaraiqac@gmail.com

- Alternate Email address

iqac@canaracollege.org

3.Website address (Web link of the AQAR (Previous Academic Year)

<https://cdn.canaracollege.com/wp-content/uploads/2021/12/21141845/AQAR-2019-20.pdf>

4.Whether Academic Calendar prepared during the year?

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

<https://cdn.canaracollege.com/wp-content/uploads/2021/07/10114630/Calendar-2020-21.pdf>

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	70.75	2004	16/02/2004	15/02/2009
Cycle 2	B	2.33	2010	04/09/2010	03/09/2015
Cycle 3	B	2.62	2016	29/03/2016	28/03/2021
Cycle 4	A	3.21	2022	05/04/2022	04/04/2027

6.Date of Establishment of IQAC

01/06/2004

7.Provide the list of funds by Central / State Government

UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

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

8. Whether composition of IQAC as per latest NAAC guidelines **Yes**

- Upload latest notification of formation of IQAC [View File](#)

9. No. of IQAC meetings held during the year **13**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**
- If No, please upload the minutes of the meeting(s) and Action Taken Report No File Uploaded

10. Whether IQAC received funding from any of the funding agency to support its activities during the year? **No**

- If yes, mention the amount

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

1. Convening regular meetings and expediting necessary follow-up thereon. 2. Needful preparations for the institutional reaccreditation for Fourth Cycle NAAC A & A Process, thereby enabling to timely undergo the process. 3. Encouraging the teachers to attend various professional development Programmes viz., Short Term Courses, FDPs etc., which is accomplished to a larger extent. 4. Instrumental in ensuring the continuity of teaching-learning process during the challenging times of pandemic. Virtual Class Coordination Committee was constituted for the same. 5. Necessary guidelines for Virtual Class teaching-learning, conduct of online IAE, among others were formulated to ensure its effectiveness. 6. Training sessions were organized for the faculty members to help them adapt to the technological changes and ensure smooth transition to online mode of teaching-learning. 7. Collection, analysis and recommendation of needful of actions pertaining to Stakeholders' feedback on curriculum, Student Satisfaction Survey (SSS) on overall institutional performance, and Students feedback on teaching. 8. Publication of Half-yearly IQAC Newsletter "Kamadhenu" to apprise and cherish stakeholders' contributions and quality accomplishments of the institute. 9. Undertaking of Academic and Administrative

Audit (AAA) as a quality assurance initiative. 10. Issue of directives and encouragement to organize enhanced online activities especially during the pandemic and post situation. 11. Continuous follow-up initiated for the formal registration of the Alumni Association; which has been registered. 12. Participation of the institute in NIRF 2021 as a quality assurance initiative.

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

Plan of Action	Achievements/Outcomes
Preparation of Institutional Academic Calendar and ensuring adherence to the same.	In line with the University Academic Calendar, the Institutional Academic Calendar has been prepared. Also timely follow-up was initiated to adhere, and also to keep in tune with its subsequent revisions.
Propose Annual theme for the AY 2020 and reflect the same in all the activities.	Annual theme
Expedite necessary follow-up for the formal registration of the Alumni Association of the institute.	Continuous follow-up was initiated and the Alumni Association was formally registered as "CANARA COLLEGE ALUMNI" on July 22, 2021.
Ensure the continuity of teaching, learning and evaluation process during the challenging times of pandemic.	Action Plan was drawn to strategize the continuity of teaching, learning and evaluation process during the challenging times of pandemic. Virtual Class Coordination Committee was constituted.
Provide training sessions to the teachers on online teaching and learning techniques.	Training sessions were organized for the faculty members to help them adapt to the technological changes and ensure smooth transition to online mode of teaching-learning.
Encourage the teachers to attend various professional development Programmes viz., Short Term	Good number of teachers have made use of the opportunity and have attended FDPs, completed

Courses, FDPs, etc.	Short Term Courses, etc., thereby have advanced professionally.
Bring out Half-yearly IQAC Newsletter "Kamadhenu"	Half yearly IQAC Newsletter "Kamadhenu" has been published to apprise and cherish stakeholders'' contributions and quality accomplishments of the institute. Issue I, II & III are published and is available on the institutional website for wider dissemination.
Encourage the Departments and Associations to conduct webinars and such other academic programmes for the benefit of the students.	Directives were issued to the Departments and Associations to organize academic programmes and activities for the benefit of the students. Various Departments and Associations have conducted reasonably good number webinars and other academic activities using online platforms.
Conduct Academic and Administrative Audit (AAA).	Academic and Administrative Audit (AAA) has been conducted as a quality assurance initiative. Necessary follow-up has been initiated on the recommendations made by the team.
Formulate need-based Guidelines, Policies, and issue necessary directives for sustaining and assuring quality in the institution.	Need-based Guidelines and policies have been formulated. Necessary directives are being issued from time-to-time for sustaining the academic standards and assuring quality in the institution.
Encourage the teachers to develop e-content resources.	All the Departments have created e-contents enabling the continuity of online teaching-learning process.
Participate in NIRF India Rankings 2021.	The institute participated in NIRF India Rankings 2021 as a

	quality assurance initiative.
Collection of Stakeholders Feedback on curriculum, Students' Feedback on Teaching, and initiation of Student Satisfaction Survey	Feedback from various stakeholders have been collected, analyzed and reported. The same is recommended for further necessary actions, and, also made use for further improvement.
Undertake needful preparations for the institutional reaccreditation for Fourth Cycle NAAC A & A	Regular follow-ups, periodic meetings, criterion-wise deliberations, training sessions, and necessary directives were issued from time- to-time to further the preparations for A & A; thereby enabling to timely apply for the reaccreditation process.
Undertake Green Audit of the institutional campus	Green Audit inclusive of Energy and Environment Audit was undertaken through an Audit Team comprising of the invited Experts in the field.

13. Whether the AQAR was placed before statutory body?

Yes

- Name of the statutory body

Name	Date of meeting(s)
Local Governing Council	15/06/2022

14. Whether institutional data submitted to AISHE

Part A

Data of the Institution

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• Designation	Principal (In-charge)
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13. Whether the AQAR was placed before statutory body?	Yes				
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Year	Date of Submission				
2020-2021	15/02/2022				

15.Multidisciplinary / interdisciplinary
<p>The vision of National Education Policy, to provide high quality education to develop human resources in our nation as global citizens, is envisaged by our Institute in line with the proposed guidelines/regulations of the affiliating University for the same. The academic programmes are redesigned to include Multidisciplinary/Interdisciplinary courses as electives and institute shall offer them across the streams. In order to provide the holistic academic growth among students, interdisciplinary curriculum has been proposed which gives freedom to the student to choose their preferred options from the range of courses offered by the institution as Open Elective Courses.</p>
16.Academic bank of credits (ABC):
<p>Canara College is an affiliated college to Mangalore University and completely adheres to the curriculum framework and syllabi as approved by the University from time-to-time. The institute's preparedness for the implementation of Academic Bank of Credits (ABC), therefore, conforms to the guidelines of the affiliating University. Furthermore, necessary follow-up will be initiated as per the directives issued by the University from time-to-time.</p>
17.Skill development:
<p>Various skills and value-based courses are designed under the new NEP based curriculum. Skill Enhancement Courses (SECs) are meant to improve the skill levels of students in various domains such as cognitive skills, analytical skills, employable skills, transferable skills, and communication skills. On the co-curricular and extra-curricular front, a number of Associations exist which strive to develop the skills of the students through skill enhancement activities. The Training, Internships and Placement Cell of the institute also organizes a range of training programmes for upskilling the employability skills of the students. Besides, need-based Add-on courses are offered to the students focusing on employability and skill development while imparting transferable, generic and life skills.</p>
18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)
<p>NEP 2020 aims at promoting and protecting Indian knowledge system as focal for the projecting the country and its knowledge treasure to the world. The institute strives to impart Indian knowledge base to the students through the Indian languages viz.,</p>

Kannada, Hindi and Sanskrit along with English with a well-structured syllabus for two years of study across the undergraduate programmes offered by the institute. Besides English, students are expected to choose one among the three other languages offered by the institute. The teachers of all languages have their own subject Associations at the University level which are registered bodies functioning for empowering the teachers. These subject Associations conduct workshops, seminars, syllabus review workshops to train the teachers from time-to-time. The institute allows the teachers to undergo such type of trainings with financial assistance and also provide infrastructural facilities to organise such type of programmes in the premises.

The institute also has Literary Associations viz., Kannada Sangha, Hindi Sangh, Sanskrit Sangha, English Association along with other vernacular Associations like Konkani Bhasha Vidyarti Mandal (KBVM), and Tulu Sangha. These Associations undertake multifarious activities which not only strive to integrate the Indian Knowledge System by creating a flair for learning Indian languages, but also strive to preserve and promote its essence, rich culture and traditions.

Though English language being the main medium of instruction, the teachers do use bilingual languages for the better and effective understanding of the lessons wherever possible.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

The institute, being affiliated to the Mangalore University follows the guidelines as and when directed, wherein, variety of approaches in teaching- learning process viz., lectures, seminars, tutorials/workshops/practical, project-based learning, field work, internship is suggested and is implemented wherever possible. The programmes offered are in tune with the OBE, which are designed keeping in mind the regional and global requirements. The COs, PSOs and POs are well-defined across the courses/programmes. It is also intended to design the question papers for the IAE in accordance with the Bloom's Taxonomy Knowledge Levels while also mapping the questions to intended learning outcomes of each course.

20.Distance education/online education:

- With the teaching-learning challenges faced globally especially since the CoVID-19 pandemic, the institute has equipped itself to the growing needs of online education

with intensive use of technology through different online modes. Post-pandemic period has further encouraged the online learning experience with a flexible blended mode of teaching learning.

- The institute has established a local chapter for MOOCs-SWAYAM which encourages students and faculty to experience self-learning and advance learning. Both the students and faculty are encouraged to complete various certification courses offered by SWAYAM/NPTEL, Coursera, among others.
- The institute has the G-Suite facility which also enable secured online teaching classroom through its various applications.
- During the CoVID-19 pandemic period, the institute was no exception and adopted online education, thereby implemented it successfully.

Extended Profile

1.Programme

1.1 313

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

File Description	Documents
Data Template	View File

2.Student

2.1 1426

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2 357

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

File Description	Documents
Data Template	View File

2.3 487

Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	58
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	58
Number of sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	37
Total number of Classrooms and Seminar halls	
4.2	290.85001
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	163
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

As an affiliated College of Mangalore University, the Institute follows the scheme and syllabus prescribed under Choice Based Credit System (CBCS).

- Academic Calendar of the institute is prepared by the Academic Planning, Monitoring and Review Committee (APMRC) in line with the University Academic Calendar.
- Heads of the Departments convene periodic meetings; prepare the Calendar, curriculum plan, blueprint, Time Table, etc.
- Allotment of workload is done based on course preference, experience and expertise of the faculty.
- Academic year begins with the Institute's Orientation to first year students; followed by the Departmental Orientation and Bridge Course.
- Each Department prepares its teaching plan and methods in tune with the learning objectives, outcomes and the changed platform of conducting the classes.
- Effective curriculum deployment is ensured through adequate use of ICT tools resulting in the enhancement of learning ability and skills of the students.
- Educational experiences through special lectures, student-centric programmes, increased number of assignments, live classes, pre-recorded videos, online activities etc. are provided to enhance the learning competencies of students.
- Effective implementation of the same is periodically monitored by Heads of Departments, IQAC and the Principal.
- Teachers are also given adequate training to update and develop new teaching skills.
- Relevant content with regard to individual courses, practice problems, etc. is shared through Google classrooms and render required technological support for successful implementation of online mode of education.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://cdn.canaracollege.com/wp-content/uploads/2022/12/30161736/AQAR-2020-21-1.1.1.pdf

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

- The adherence to the academic calendar including the conduct of CIE is ensured through the effective monitoring by the Principal, IQAC and the respective Heads of the Departments.
- 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.
- The Online live classes conducted through G-suite are recorded and available in the Google drive for future reference.
- Use of Online attendance collector to ensure effective and continued presence of students
- Pre-recorded videos on the relevant subjects are also shared with the students to ensure completion of syllabus on time.
- PowerPoint presentations by students, increased frequency of assignments, quizzes, online tests and other activities on the topics covered under the curriculum as well as extended topics related to them are undertaken through online platforms, as a means to evaluate the understanding by the students.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	NIL

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.

Academic council/BoS of Affiliating University

Setting of question papers for UG/PG programs

Design and Development of Curriculum for Add on/ certificate/ Diploma Courses

Assessment /evaluation process of the affiliating University

A. All of the above

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

1.2 - Academic Flexibility

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

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

7

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

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

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

4

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

76

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

1.3 - Curriculum Enrichment

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

Cross-cutting issues are integrated into the curriculum across the programmes through various courses as prescribed in the syllabus designed by the affiliating University. It occupies reasonable space into the curriculum, making a progressive impact on the learners. Besides the courses directly dealing with such issues, the Institution also strives to inculcate these values through the concerted efforts of all the departments and activities of CC/EC Associations and Cells.

- The Curriculum subsumes human values and professional ethics in core theory of many programmes viz., Commerce, Business Administration, Computer Applications and language courses.
- NSS, Youth Red Cross, Rovers and Rangers among others through their various reach-out programmes, are successful in touching the students positively by enhancing their learning experiences and imbibing in them the values of social commitment, benevolence, discipline and empathy.
- Gender sensitization is accomplished at the Institute through synergy of theory, practices, events and activities. Constitution of India, Human Rights and Gender Equity are studied as Compulsory Elective Foundation Courses in all the under graduate programmes.
- Environmental Studies - a Compulsory Elective Foundation Course, core courses in Botany, Zoology, Chemistry, Commerce and Business Administration also educate on environmental concerns and sustainability.

Thus, every effort is made to integrate the cross-cutting issues into and beyond the curriculum to provide strong foundation of human values, concern for environment and sustainability, and, professionalism among the students to lead a meaningful and righteous life.

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

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

4

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

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

125

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution

A. All of the above

from the following stakeholders Students
Teachers Employers Alumni

File Description	Documents
URL for stakeholder feedback report	https://cdn.canaracollege.com/wp-content/uploads/2022/12/30173953/AQAR-2020-21-1.4.2.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://cdn.canaracollege.com/wp-content/uploads/2022/12/30173953/AQAR-2020-21-1.4.2.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

492

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

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

supernumerary seats)

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

354

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

2.2 - Catering to Student Diversity

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

The institute undertakes every effort possible to identify and address the needs of, both, slow and advanced learners. The informal personal interface during the admissions enables the students to join the programme of their choice and continuous evaluation thereon enables the departments to identify the learning levels of the students.

The ability of students to learn is assessed and identified based on one or more of the following ways :

- Performance in the Qualifying examination
- Performance in the Bridge Course/Class Test/Internal Assessment Examination (IAE)/EndSemester University Examination
- Performance in co-curricular and extra-curricular activities
- Behavioral traits and teachers' observation

Special initiatives for Advanced Learners:

- Encouragement to participate in various Webinars/Conferences/Capacity Building Programmes/Workshops etc.
- Promoting to participate in Inter-collegiate University/State/National Level competitions.
- Encouragement to complete MOOCs-SWAYAM/NPTEL/Advanced/Certificate courses.
- Encouragement to take-up flipped role as Student Instructor/Faculty.
- Motivation to act as student mentors of slow learners through Peer-Teaching initiatives.

- Encouragement to play a key role in coordinating extension/outreach activities.
- Opportunity provided to share knowledge as Resource Persons.
- Opportunities provided to take-up leadership roles in Student Welfare Council and also in other capacities.

Special initiatives for Slow Learners:

- Special care, mentoring and personal counseling by the tutor/mentors to motivate and empower the slow learners.
- Provision of simple and standard lecture notes/course study materials for easy grasping of the learning content.
- Encouragement to participate in in-house co-curricular and extra-curricular activities to develop their confidence and social skills.

File Description	Documents
Paste link for additional information	https://cdn.canaracollege.com/wp-content/uploads/2021/07/16152814/Policy-for-Assessing-Learning-Levels-of-the-Students-1.pdf
Upload any additional information	View File

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

Number of Students	Number of Teachers
1426	58

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

The learning experience at our institution strives to instill the "Panchasheela" Core Values in every "Canaraite" which is believed as core to one's holistic transformation. This clearly states that the entire learning process at our institution is student-focused; intended to prepare them for a righteous life. The institute's efforts towards enhancing the learning experiences through student-centric methodologies include:

Experiential Learning:

- Learning by doing through practical laboratory sessions.
- Field visits, Study visits, Industrial visits, etc. add to the theoretical learning.
- Internships are encouraged.
- Learning through special lectures, personal interviewing and experience sharing of distinguished personalities.
- Wide-range of activities organized by NSS, special training programmes/camps, Youth Red Cross, Rovers and Rangers, etc. provide real-time experiential learning experiences.

Participative Learning:

- Activities such as group discussions, role plays, debates, course related quizzes, innovative assignments, poster making, brainstorming, etc. encourage students to actively involve in participative learning process.
- Student seminars and presentations on course related topics are encouraged.
- Participation in soft skills development and capacity building programmes, inter-collegiate and intra-collegiate fests/competitions, academic programmes.
- Institutional membership with ICT Academy provided several opportunities for the students to participate and learn advanced knowledge.

Problem Solving Methodologies:

- Case study analysis is adopted in Management programme to equip the students with logical thinking with problem solving ability.
- Conduct of surveys, spreading educative messages through creating awareness, among others.

All academic activities therefore intend to elevate the students' knowledge, skills and build confidence in them.

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

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

maximum of 200 words

The institute promotes the use of technology in teaching-learning process by providing ICT enabled tools and infrastructure to facilitate, improve and advance the dissemination of knowledge. It encourages and motivates the faculty to adopt newer methodologies and innovative techniques to ensure effective curriculum delivery and thus make teaching-learning process an engaging experience for the learners. Moreover, with a view to promote technology-enabled work culture and also to strengthen ICT enabled teaching-learning, the Management of the Institute initiated a scheme for laptop purchase by the faculty with subsidy.

Apart from regular chalk and talk method of teaching, general ICT enabled learning tools such as Desktop, Laptop, Notebook, LCD Projector, Overhead Projector, Digital Camera, Bluetooth device, Printer, Photocopier, Scanner, Microphone, Pen Drive, DVDs, CDs, etc. facilitate the teachers to deliver interactive lectures and demonstrate lecture contents effectively. Power Point Presentation with animations and simulations increases the visual impact and thus improves students' focus on the topic.

- The Departments are well-equipped with desktops and printers with LAN/Wi-fi connections.
- In-house training sessions on conduction of virtual classes were organized to empower the teachers with ICT-enabled teaching.
- Apps like Google Meet, Zoom are used to conduct online classes.
- Both students and teachers are given G-Suite email ID under Institutional domain which enable secured online teaching classroom.
- Google classroom is used to manage and post course related information, learning material, quizzes, assignments, test papers, evaluations, etc.
- The recorded video lectures of teachers are uploaded on the college YouTube channel.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

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

2.3.3.1 - Number of mentors

58

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

2.4 - Teacher Profile and Quality

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

58

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

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

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

10

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

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

2.4.3.1 - Total experience of full-time teachers

577.5

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

Evaluation being an integral part of teaching-learning process, its effective implementation is ensured at institute level. A policy for CIE and conduct of IAE is in place.

Transparency in IA:

- The Institute's Academic Calendar printed in the College Handbook specifies the tentative schedule of IAE as per the University Academic Calendar.
- The students are acquainted with IA system during the Institutional Orientation and also in the Departmental Orientation.
- Academic Class Mentors and Course faculty also orient and constantly update the students about the CIE process including evaluation methods and pattern of examination.
- Structured time-table is prepared for examination and notified through notice boards, PAS and Class-wise Official WhatsApp Groups.

- Two different sets of question papers are drawn-up for each course and submitted to the Examination Committee.
- Valued answer scripts are given to the students to review their performance within the stipulated time.
- On personal seeing of the answer scripts and being satisfied with it, it is acknowledged by the students' by affixing their signatures on the same. Final IA marks is communicated to the students and is uploaded to the University portal on its verification and acknowledgement by the students.

Robustness in IA:

In order to ensure rigor and transparency in the internal assessment, the Examination Committee is internally constituted to centrally coordinate with examination related aspects. The code of conduct for IAE is scrupulously followed to maintain the decorum and ensure robustness in the entire process.

File Description	Documents
Any additional information	View File
Link for additional information	https://cdn.canaracollege.com/wp-content/uploads/2021/07/16152417/Manual-for-CIE-Conduct-of-IAE-1.pdf

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

Effective mechanism for dealing with internal/external examination related grievances is in place which is well-organized, transparent, efficient and time-bound. Internal/External examination is conducted as per the regulations and directives of the affiliating University. 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. The Examination Committee constituted in the institute for the purpose takes-up the responsibility for all the matters relating to examination.

For Internal examination related grievances:

The students can approach the concerned Course Faculty, Academic Class Mentors, Heads of the respective Departments, Examination Coordinator and Principal to redress the examination related grievances as per the requirement of the jurisdiction of the

grievance. Moreover, the Heads of respective Programme Departments are empowered to act and adjudicate for such queries except for extreme cases when the intervention of the Head of the Institution may be necessary. However, any such matters brought under consideration are redressed at priority by taking appropriate measures in the best interest of the students.

For External Examination related grievances:

For any grievance related to University examination, the student approaches the Examination In-charge in the Office who provides needful assistance for the same. Further, if necessary, the student submits an application expressing the nature of grievance addressed to the Principal. Accordingly, the grievances are forwarded to the Registrar (Evaluation) of the affiliated University for further needful action.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	https://cdn.canaracollege.com/wp-content/uploads/2021/07/16152417/Manual-for-CIE-Conduct-of-IAE-1.pdf

2.6 - Student Performance and Learning Outcomes

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

The teachers and students are familiarized with the POs, PSOs and COs in the below mentioned way:

- The syllabus framed by the University includes the course objectives which is readily available in the University and Institutional Website.
- PEOs, POs, PSOs, COs and GAs clearly stated across all the programmes are available on the Institutional Website.
- Career prospects and Graduate attributes across the programmes are stated in the College Prospectus.
- During the admission counselling process, both the candidates and parents are acquainted with the programme outcomes in general.
- An overview of the outcomes is divulged to students during the Institutional and Departmental orientation programme.
- Module-wise learning objectives and outcomes are stated in

the Lesson Plan which is available in the Teacher's Academic Dairy. Departmental Ideals along with stated PEOs, POs, PSOs and COs of each programme are displayed in the Departmental and Students' Notice Board.

- The hardcopy of Syllabi and Outcomes are available in the respective Departments and College Library for easy access to students, faculty and other stakeholders.
- The faculty engaging each course ensures that the course delivery is planned with necessary activities to accomplish the attainment of stated course outcomes.
- The COs of each course is described by the respective course faculty to the students, during the initial session of class, while discussing the course syllabi.
- Eminent invitees, HoI, Members of Governing Council, among others address the students on outcomes during prominent occasions and academic programmes.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://www.canaracollege.com/academics-resources/programmes/
Upload COs for all Programmes (exemplars from Glossary)	View File

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

True to the Vision and Mission, the Institute has always strived to achieve desired outcomes by providing all required resources and support system to teaching-learning and creating pleasant academic environment. The Institute has the following mechanism to analyze data on the student performance and learning outcomes to use it for planning and overcoming barriers of learning:

- Course and Programme-wise Result Analysis
- Student Mentoring and Counselling
- Identification of advanced and slow learners with appropriate initiatives
- Students' participation in curricular, co-curricular and extra-curricular activities
- Students' placement

At our institute the programme outcomes, programme specific outcomes and course outcomes are evaluated based on the following

parameters:

- The attainment of course outcomes are evaluated through CIE having formative assessment in the form of Assignments, Quizzes, Class Tests, Laboratory performance, Seminars/Presentations, IAE, Viva-voce, Project progress and evaluation, students' involvement and summative assessment through end-semester examination.
- The consistently high pass percentages secured by our students, point to the success of the teaching-learning processes. Besides this, the reasonably good number of students securing distinction across the programmes is also conclusive evidence to the fact that the programme is well received by our students.
- The University Ranks and Gold Medals secured by our students.
- Dynamic leadership qualities demonstrated by our students in coordinating various co-curricular and extra-curricular activities.
- The participation and performance of the students in curricular, co-curricular and extra-curricular activities and thereby bringing laurels to the institute.
- Significantly higher number of students who progress to higher educational avenues.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://www.canaracollege.com/students/rank-list/

2.6.3 - Pass percentage of Students during the year**2.6.3.1 - Total number of final year students who passed the university examination during the year**

439

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

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

<https://cdn.canaracollege.com/wp-content/uploads/2022/12/20152546/SSS-2020-21.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

00

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

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

3.1.2.1 - Number of teachers recognized as research guides

00

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

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

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

00

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

3.2 - Innovation Ecosystem

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

The institute has always been positive in creating an academic atmosphere that is creative, innovative, and progressive to all the stakeholders. This has initiated the creation of an 'ecosystem for innovations' that focuses on 'knowledge creation and transfer' for the benefits of all stakeholders. Several initiatives taken are as below:

- Course related innovative assignments/projects given bring about the novel ideas of the students.
- The Special study centres viz., Centre for Advanced Studies in Commerce and Management (CASCMA), Centre for Advanced Studies in Science and Technology (CASST), Centre for Women and Gender Studies (CWGS) aim to create an environment for intellectual exchange in the specific domain and foster flair for research amongst students and faculty.

- The Innovation and Entrepreneurship Development Cell strives to inculcate the spirit of innovation and unquenchable thirst for knowledge.
- Our faculty members have to their credit research paper publications, presentations, authored some books and been resource persons at other institutes too.
- Internship programmes are encouraged for students to enable hands-on exposure.
- FDPs are organized for enhancement in the existing knowledge and skills.
- Transfer of knowledge is fostered through participation in FDPs/workshops/guest lectures/ seminars/conferences.
- Teachers and Students are encouraged to enroll for MOOCs through Swayam/NPTEL and other platforms.

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

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

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

13

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

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year**3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year**

00

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

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year**3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year**

00

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

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year**3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year**

17

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

3.4 - Extension Activities

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

The institute provides an environment conducive for the holistic development of students. Extension activities and outreach programmes not only instill a sense of communal responsibility, but also effectively sensitize students towards important social issues. The Institution collaborates with various Government and Non-Government Organizations in organizing activities through which students are equipped with appropriate skills for their holistic development.

The Students' Welfare Council, National Service Scheme, Youth Red Cross, Rovers and Rangers Units, various Departments and Associations collectively undertake wide-range of extension activities and outreach programmes. Awareness of various social issues is created among the campus community, through the conduct of Workshops, Seminars and Talks. In turn, students disseminate the inputs to the neighborhood and the public at large through street plays, rallies, and posters based on socially-relevant themes.

Students organize and actively participate in Swachh Bharat drives at the Campus, Historical Monuments, Beaches and in the adopted village. Students overwhelmingly participate in Blood Donation Camps. Blood donation camp strengthens the sense of empathy and compassion among donors and instills in them a sense of commitment and ethical responsibility.

Participation in State NSS Republic Day Parade, Adoption of Village, Drug abuse awareness rallies, Malaria, Dengue and CoVID-19 awareness and survey programmes, among others, connect students with the larger social issues in the community and makes them socially responsible, sensitive, and thus facilitates in their holistic development.

File Description	Documents
Paste link for additional information	https://cdn.canaracollege.com/wp-content/uploads/2022/09/16161030/AQAR-2020-21-3.4.1.pdf
Upload any additional information	View File

3.4.2 - Number of awards and recognitions received for extension activities from government

/ government recognized bodies during the year

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

00

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

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year**3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

13

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

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year**3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year**

280

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

3.5 - Collaboration

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

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

04

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

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

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

01

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The institute's campus is spread over an area of 9229.44 sqm which includes 3239.26 sqm built up area and 5990.18 sqm open space for garden, parking and sports facilities. It has 36 well-ventilated, spacious Classrooms provided with adequate furniture and public address system. 20 classrooms are equipped with projector and LCD facility. There are 08 Staff rooms, 04 Basic Science and 03 Computer Science laboratories with modern equipment. The Department of Botany and Zoology are housed with Museum. The Library and Information Centre has an open access to books, periodicals, e-journals and e-resources with OPAC system and it has a Reading Room with a seating capacity of 35. 09 departments have individual libraries sponsored by faculty and alumni. The college has an ICT enabled departments, Seminar hall with a seating capacity of 150 and separate rooms for the Office of IQAC, Examination Control, NSS, Counselling and Statutory Cells. To promote sports culture among the students, it provides indoor games facilities and well-equipped Gym. A Quadrangle with an open air stage is also used for cultural and sports events. Reprographic, Generator, Lift, CCTV cameras, Purified drinking water, canteen and washroom facilities are provided to the staff and students.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://cdn.canaracollege.com/wp-content/uploads/2022/09/12160750/AQAR-2020-21-4.1.1.pdf

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

The physical infrastructure facilities include Indoor Sports and Games facilities: a Gym for men and an Indoor Games Hall where Table Tennis and other indoor games may be played. The Quadrangle of the institute is useful for outdoor games such as Ball Badminton, Volley Ball, Throw Ball, Kabaddi, and Tug of War. It also has the provision for using two Tennis courts at Canara Tennis Academy, owned and managed by Canara High School Association,

Mangaluru. Practice for athletics and the Annual Sports Meet of the institute is held at Mangala Stadium, located at a distance of 1.8 kms from the institute. The ground is available at free of cost to the Canara Educational Institutions for having foregone the same for the construction of the stadium.

Besides, the physical infrastructure facilities of the institute is utilised for organizing University Level Cultural Fest and competitions. The Open- Air Stage, ICT-enabled Seminar Hall and Classrooms are utilised for Add-on courses and cultural activities. In addition to this, the institute has the provision of availing facilities and amenities of T. V. Raman Pai Convention Centre, Kodialbail, Mangaluru and Sudhindra Auditorium, Canara High School Campus, Dongerkery, Mangaluru, owned and Managed by C.H.S Association.

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

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

20

File Description	Documents
Upload any additional information	View File
Paste link for additional information	NIL
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

20.69

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

The Library and Information Centre has a separate Reading Room with a seating capacity of 35. The library is fully automated with Integrated Library Management Software-Easylib. The library has a collection of 45,481 text and 115 reference books, 08 Journals, 13 newspapers, 43 periodicals. The institutional website on the Library page has digital repository of previous years question papers and access to other e-resources. The library is having membership of INFLIBNET-N-LIST and provides 6000+ e-journals and 7,99,500+ e-books on various subjects. The Library offers computerized Catalogue Search Services through the Online Public Access Catalogue (OPAC). The Library gives importance to the preservation of rare books considering their value. Library is equipped with 06 Computers with Wi-Fi and LAN enabled with 100 Mbps. Library books have been completely bar-coded and computerized. Circulation counter is available for issue, return and renewal of books using ILMS package. The library organizes User Orientation Programmes every year for the library users both for the students and faculty regarding the use of Library Sources and Services. It provides Book Bank facility to the students and also conducts a Book Exhibition to inculcate reading habit among the students and faculty members.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	NIL

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e- A. Any 4 or more of the above

books Databases Remote access toe-resources

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

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

0.2

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)**4.2.4.1 - Number of teachers and students using library per day over last one year**

26

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure**4.3.1 - Institution frequently updates its IT facilities including Wi-Fi**

IT infrastructure of the institute comprises of 164 computers connected with Wi-Fi and LAN facility. The bandwidth of the internet connection is 150mbps.The existing computer systems have

been upgraded to the new configuration and are protected with anti-virus software. The institute is equipped with licensed Microsoft software products under Microsoft Open Value Subscription Education Solutions Agreement. 20 classrooms and 03 Laboratories are equipped with LCD projectors. 15 classrooms are provided with Wi-Fi facility. The Administrative Office is provided with software for the Admission of students, Fee collection, Account maintenance and Bulk SMS services. The software for 'Students e-attendance Monitoring System' and Biometric Attendance has been functioning effectively. The software Easylib, OPAC and INFLIBNET N-LIST are used in the institute's library. The learning process has been more effective due to subscription of G-Suite. The College has been established as SWAYAM-NPTEL Local Chapter. The institution has official WhatsApp groups and regularly updates its website, Facebook page. Besides, the teaching staff members have been benefited by the Scheme for Laptop Purchase at subsidy, offered by the Management. Proposal for Computer Lab for Mathematics has been made to the Management. The institution is recognized as centre for conducting online CET examinations for reputed institutes.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://cdn.canaracollege.com/wp-content/uploads/2022/09/13152934/AQAR-2020-21-4.3.1.pdf

4.3.2 - Number of Computers

138

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

32.38

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

The Estate Manager regularly supervises the maintenance and upkeep of the infrastructure on the campus. Maintenance is undertaken in a scheduled manner for which a register is maintained. CCTV camera and security guards work for ensuring security and safety of the campus. Acids and chemicals are safely kept in a separate room. The laboratories using chemicals are provided with first aid kits. Safety is ensured through instant evacuation door, exhaust fans, masks and gloves and fire extinguisher. The repairing and maintenance of lab equipment is undertaken by the technicians of related owner enterprises. The specimens in the museums of Botany and Zoology are monitored by the faculty of the departments. All computers are provided with antivirus protection and updated on time through Annual Maintenance Contracts. Library has an Advisory Committee to monitor the functioning of all the services provided. A register for issue and return of books are maintained by the Library staff. Gym and games equipment are checked periodically by

the Physical Director. The obsolete sports equipment are replaced whenever required. Servicing of gym equipment is undertaken at every quarter of the year. The cleaning and maintenance of the class rooms, Laboratories and Staff rooms are undertaken by the outsourced housekeepers.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://cdn.canaracollege.com/wp-content/uploads/2021/08/19105707/Policy-for-Maintenance-of-Campus-Facilities-2.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

0

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

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

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

0

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

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

A. All of the above

File Description	Documents
Link to Institutional website	https://cdn.canaracollege.com/wp-content/uploads/2023/01/03174622/AQAR-2020-21-5.1.3.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

00

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

00

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

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

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

19

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

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

5.2.2.1 - Number of outgoing student progression to higher education

89

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

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

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

00

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

5.3 - Student Participation and Activities

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

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

06

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

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

The institute 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. The Council functions under the able guidance of the Student Welfare Mentors. Besides convening of need-based meetings, various online activities/events were organized due to the prevalence of CoVID-19 pandemic; thereby involving and motivating the student fraternity during the academic year.

Students' representation and engagement is reflected through:

- The office bearers 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, Extra-curricular Associations, and Special Study Centres, 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, CoCVC, Editorial

Board of College Annual Magazine-"Mangala", among others.

- Opportunities provided to represent and assume leadership roles as student conveners of fests/competitions/seminars/special events, etc.
- Welfare Committees and such mandatory Statutory Cells/Committees where their presence is required.

File Description	Documents
Paste link for additional information	https://cdn.canaracollege.com/wp-content/uploads/2021/08/05144400/Constitution-of-the-Student-Welfare-Council.pdf
Upload any additional information	View File

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

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

02

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

5.4 - Alumni Engagement

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

An active and engaged Alumni Association exists since the inception of the Institute. It was formally registered as "Canara College Alumni" under the Karnataka Societies Registration Act 1960, bearing the registration number DRDK/SOR/33/2021-22. The 44th AGM of executive body of the Association was held on 28/02/2021 in the college premises. However,

the Annual Day programme of the Association which is usually held every year subsequent to the AGM was rescheduled indefinitely due to the prevalence of COVID-19 pandemic. The Association contributed a sum of Rupees 15,000/- towards the payment of annual tuition fees of two students.

The Alumni engagement with the Institute 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 students.
- Alumni members who have distinguished themselves in various walks of life who are invited to interact with students, as resource persons for webinars/workshops/invited lectures/motivational talks, etc., where they share their experiences.
- Prizes/Endowments/Scholarships which have been instituted by the alumni for meritorious and deserving students of the Institution.

The alumni comes back to their home on various prominent occasions like Teachers' Day, Founder's Day, Farewell of the Staff, among others; thus renewed their old bonds with Alma-mater.

File Description	Documents
Paste link for additional information	https://www.canaracollege.com/alumni/
Upload any additional information	View File

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

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Canara College is a reputed institute for higher learning, well-acclaimed to have its deep rooted existence since 1973; pioneered by a great legendary soul, Late Sri Ammembal Subba Rao Pai. True to its philosophy of commitment to quality education at affordable cost and motto of "Educating for Righteous Life", the institute has carved a niche for itself in the coastal educational hub of Managluru city.

Vision

"To be an institute of the highest repute and produce good educated citizens who shall strive and cater to the needs of mankind."

Mission

"We firmly believe in instilling life-long learning experience that enables a potential knowledge seeker to lead a righteous life by inculcating faith in divinity, infusing love for knowledge, thriving strength of mind, devoted to serve mankind, striving to self-control which are core to one's holistic transformation." "We affirm to create and sustain a learning environment which is value-centered, intellectually challenging, aesthetically inspiring and culturally vibrant."

Leaping forward with the noble philosophy of our Founder, a galaxy of visionaries on the Governing Board of the Canara High School Association steer the Institution and realize the dreams and seeds sown by our Founder. At the Institute level, the Principal is the torchbearer responsible for fulfilling the mission of the institute by collaborating with the faculty, management and other stakeholders. The Governing Council meets from time-to-time to devise strategic and tactical plans, while the IQAC helps to accomplish these plans.

File Description	Documents
Paste link for additional information	https://www.canaracollege.com/our-ideals/
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization

and participative management.

The Institute 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 in decision making and leading to good governance.

Right from the Governing Council to the staff and students, all the stakeholders have a key role in achieving the goals of the institution. Their involvement and cooperation in devising and implementing decision making policies for academic and administrative affairs through various bodies and committees have contributed to the development of the institute. The Principal, IQAC, Heads of the Departments, Student Welfare Mentors, teaching and non-teaching faculty, Parent-Teachers' Association and Alumni together strive to foster the progress of institution by collectively sharing the responsibilities and act according to the aims and objectives of the Institution.

Regular meetings of the Governing Council, IQAC, staff and departments are held and decisions are arrived at, taking into consideration the suggestions of the stakeholders thereby ensuring inclusiveness. Various committees, with senior faculty members as conveners, are constituted with each member of the staff included in at least one committee. 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.

File Description	Documents
Paste link for additional information	https://www.canaracollege.com/about/governance/organogram/
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The strategic plan of the institute has been designed and is in place, aligned with the Vision, Mission, Core Values and Objectives of the Institute. This plan has set out a framework of

priorities for the Institute and its Departments to realize the strategic goals and thereby accomplish Institute's mission in a globally challenging and competitive world. Strategic goals and objectives were laid in consultation with the Management and other stakeholders.

One such area in which the Institutional Perspective and Strategic Plan has been successfully implemented is the smooth transition of online Teaching, Learning, and Evaluation process during pandemic. Following initiatives were deployed to achieve the same:

- An action plan was drawn with the inclusive thought process of the IQAC.
- Virtual Class Coordination Committee was constituted to ensure the continuity of teaching-learning process during the challenging times of pandemic.
- Necessary guidelines for Virtual Class teaching-learning, conduct of online IAE, among others were formulated to ensure its effectiveness.
- Training sessions were organized for the faculty members to help them adapt to the technological changes and ensure smooth transition to online mode of teaching-learning process.
- The institute also acquired the G-Suite facility to enable secured online teaching classroom through its various applications.
- Besides the live classes, teachers of all the Departments prepared their lecture videos which was uploaded to the Departmental Youtube channels created for the purpose; and accordingly the e-contents of teaching-learning were made available to the students.
- The said facility also enabled in conducting online examination, submission of assignments, quizzes, webinars, among others.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://drive.google.com/drive/folders/16dWoK5VeqiBwg_u0MyYjWO5aHxAi0VDW
Upload any additional information	No File Uploaded

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

Our Institute is owned, managed and governed under the aegis of Canara High School Association, Mangaluru with 14 other institutions. A galaxy of visionaries on the Governing Board of the Canara High School Association who are honorary members of repute and stature steer the Canara Group of Institutions and realize the dreams and seeds sown by our revered Founder.

The administrative functions and other allied services of the institution are performed smoothly with the collective efforts of all administrative staff under the able guidance of the Principal. Administrative and Office Management functions are performed through Akshar, MYSCH and Tally ERP9 Software. Monitoring of staff attendance through Biometric system have also facilitated transparency in functioning.

To ensure effective functioning, various support systems in the form of committees are constituted to handle the specific areas that demand special attention and care. All these committees function effectively under the guidance and motivation of the Principal. It includes 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.

The Canara High School Association has a drafted Service Rules of the Canara Institutions, Mangaluru which clearly outlays the service rules, procedures, recruitment, and promotional policies among others.

Thus, the institute has well-established institutional bodies and administrative set-up for effective decisionmaking and efficient functioning which strives towards realizing the ideals of the institution.

File Description	Documents
Paste link for additional information	https://www.canaracollege.com/policies/
Link to Organogram of the institution webpage	https://www.canaracollege.com/about/governance/organogram/
Upload any additional information	No File Uploaded

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

B. Any 3 of the above

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

6.3 - Faculty Empowerment Strategies

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

The institute hasan effective welfare mechanism for the welfare of the teaching and non-teaching staff. They include:

1. Leave facilities for Casual Leave, Earned Leave, Medical Leave, Maternal Leave and Extended Leave without Pay are granted as per Employees Service Rules of the Canara Institutions. Special Casual Leave, On Official Duty facility, leave to facilitate pursuing of Research, Vacation Leave, Restricted Holidays, Special Permission to appear for Exams, etc., are also granted to the staff.
2. Permitted movements to leave the campus for personal/emergency reasons.
3. Benefits of Provident Fund, Gratuity and ESI Scheme as per Government regulations.
4. .Benefit of Employee Group Insurance Scheme.

5. Annual increments, incentive increments for the teaching staff qualifying with NET/SLET and to those awarded with Ph.D. degree and special increments granted in exceptional cases and outstanding performance during the service.
6. Financial support and reimbursement of registration fees for participation in Seminars/Conferences/Workshops, etc.
7. Enrichment and empowerment of the staff through in-house professional development and administrative training programmes, etc.
8. Scheme for Laptop Purchase with subsidy.
9. Empowerment and welfare through Staff Welfare Association includes farewell and felicitation on superannuation/discontinuing service for better prospects, felicitation the newly married, staff outing and recreational excursion, participation in sweet and sour events of the social life of staff members, hosting of social gatherings on special occasions and spending quality time.
10. Privilege of using G-Suite E-mail IDs with Institutional domain name.
11. An opportunity to earn additional earnings through examination duty, the college being the centre for many competitive/professional examinations.

File Description	Documents
Paste link for additional information	https://cdn.canaracollege.com/wp-content/uploads/2021/07/16153518/Staff-Welfare-Policy.pdf
Upload any additional information	View File

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

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

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

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

10

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

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

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

30

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

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

The institution has in place an effective mechanism of performance appraisal system for both teaching and non-teaching staff. The performance of all the teaching and non-teaching employees is reviewed on an annual basis. The IQAC has devised appropriate proforma of Self-Appraisal for both teaching and non-teaching staff.

- Every staff member is expected to submit his/her annual performance report in the prescribed format.
- Upon filling the proforma, the Appraiser forwards it to the concerned Reporting Officer for verification and assessment.
- The Reporting Officers verifies the entries, makes an assessment on the said parameters and append their remarks in an unbiased manner taking into account the interest of the department. Thereafter it is forwarded to the IQAC for validation process.
- A Peer Review Committee is formulated to undertake the validation and assessment process based on the clearly prescribed benchmark.
- On concluding the data validation process, the report is forwarded to the Reviewing Officer i.e., the HoI for final appraisal.
- Upon completion of the review process, a final score is computed on a 10 point scale and graded accordingly as per the Outcome Indicators.
- Upon completion of all the above processes, on a stipulated date, the appraiser is communicated about the performance outcome with necessary feedback if any, on one-to-one basis by the Principal.

- The Appraisee acknowledges the Outcome Report and the procedure ends.
- The IQAC then prepares the Performance Appraisal Report and HoI forwards the same to the Correspondent for perusal.

File Description	Documents
Paste link for additional information	https://cdn.canaracollege.com/wp-content/uploads/2021/07/16153342/Policy-for-Staff-Performance-Appraisal-System.pdf
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

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

To monitor effective deployment of financial resources, the institution has computerized its financial management system on various matters. Day-to-day financial dealings are handled by the office staff incharge. The Principal verifies the accounts on a daily basis and takes note of it. The accounts are subjected to both external and internal audits on a regular basis.

As an endeavor to have an internal control appropriate to the different functional departments at the institute, the internal audit programme is conducted. 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. 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

followup. The finalized and approved audited financial statements are also made available for any stakeholder to have recourse to.

The major audit objections are amicably resolved ensuring the needful compliance.

File Description	Documents
Paste link for additional information	https://cdn.canaracollege.com/wp-content/uploads/2022/12/30164124/AQAR-2020-21-6.4.1.pdf
Upload any additional information	View File

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

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

00

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

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

The Institute is owned and managed by Canara High School Association and receives partial aid for the grant-in-aid programmes. Students' fees constitute the major source for mobilizing the funds. The additional financial support is mobilized from the Management and also from various other stakeholders.

Strategies for mobilization of funds:

- Besides students' fees, minor source of income is derived through infrastructural rentals.
- Income derived through the use of infrastructure for conduct

of competitive, professional and entrance examinations.

- Grants received from the UGC towards salary of the aided staff.
- Generous contributions made by the alumni, well-wishers, benefactors, individual philanthropists towards the noble cause of education.
- Fees collected towards the issue of Transfer and Conduct Certificates, Bank interest credited, in-house reprographic services, sale of old scrap materials, etc.
- The general fines and overdue fines collected by the library.

Optimal utilization of resources:

The income generated is optimally utilized to give back to students in the following ways :

- Funds utilized for augmenting, upgrading and maintaining the physical, supportive and learning facilities and administrative needs of the institution.
- Funds earmarked for augmenting Library resources, renewal of subscriptions, etc.
- Funds earmarked for organizing various student-centric activities to promote the overall development and welfare of the students.
- Staff welfare is ensured by earmarking financial resources for salary, financial support towards their participation in professional development and training programmes.
- Giving back to the society through Institutional Social Responsibility by undertaking need-based extension activities and outreach programmes.

File Description	Documents
Paste link for additional information	https://cdn.canaracollege.com/wp-content/uploads/2021/07/16153331/Policy-for-Mobilization-Procedures.pdf
Upload any additional information	No File Uploaded

6.5 - Internal Quality Assurance System

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

The Internal Quality Assurance Cell meets regularly, deliberates upon relevant issues and takes decisions which, after approval of the Management, are vigorously implemented. The IQAC has been consistently striving to magnify the quality culture in all its spheres of the Institute's activities by channelized efforts towards promoting holistic academic excellence. Some of the initiatives undertaken by the Cell for institutionalizing the quality assurance strategies and processes include:

- Well-planned with an inclusive thought process, streamlined the process of online teaching-learning and evaluation, during the time of pandemic situation.
- Developed appropriate Guidelines and policies, and also issued necessary directives from time-to-time for sustaining, enhancing and assuring the quality in the institution.
- Strategized the institutional preparedness for its Fourth Cycle of reaccreditation process.
- Initiation of Green Audit by an expert team and furthered necessary follow-up for the recommendations made by the team.
- A number of standard proformas have been put in place for both academic and administrative use, thereby bringing in more consistency in maintaining the records.
- Ensuring standardized and effective documentation system through Documentation Committee, thereby ensuring proper documentation of institutional activities.

File Description	Documents
Paste link for additional information	https://cdn.canaracollege.com/wp-content/uploads/2021/07/17102726/Quality-Policy.pdf
Upload any additional information	No File Uploaded

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

The institution has at the helm of quality enhancement the IQAC which is committed to the advancement of quality of faculty and students by providing necessary directives and appropriate guidelines for quality assurance from time-to-time. It also undertakes periodic quality review at the college level. This Cell initiates and mandates continual evaluation processes and sustainable assessment mechanisms to achieve the academic goals of

the institution.

Review through structured Feedback mechanism

Review through Stakeholders' feedback on Curriculum: The feedback collected from different stakeholders on curriculum, upon its review has enabled the Institute to devise necessary initiatives for making it more relevant, useful and need-based.

Review through Students' Feedback on teaching: The effectiveness of teaching-learning process is periodically reviewed through a well-structured online mechanism of collecting students' feedback on teaching.

Review through Students' feedback on Institutional Performance: It is yet another way through which IQAC reviews the level of students' overall satisfaction of educational services offered by the Institution and thereby initiate needful improvements in the system.

Besides the above, review of teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms includes:

- Review of action plan for curricular, co-curricular and extracurricular activities as planned by the respective Heads of Departments and Conveners of Associations.
- Continuous review is ensured through discussions in the periodic meetings of the IQAC, Departments and General Staff.
- Reviewed through the conduct of Academic and Administrative Audit (AAA).

File Description	Documents
Paste link for additional information	https://cdn.canaracollege.com/wp-content/uploads/2021/07/17102726/Quality-Policy.pdf
Upload any additional information	No File Uploaded

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s)

C. Any 2 of the above

Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

File Description	Documents
Paste web link of Annual reports of Institution	https://cdn.canaracollege.com/wp-content/uploads/2022/03/21115849/Mangala-Magazine-2020-21.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

World is striving to create gender equity as a part of achieving United Nations Sustainable Development Goals by 2030. Women empowerment is a critical aspect of achieving gender equality. Canara College, has always strived towards creating an inclusive, just and equitable society. Each programme incorporates content related to gender equity and sensitization. Feminist and LGBTQs writings and gender sustainability find place in all language courses. Apart from curricular inclusion, the Institute ensures to provide practical and relevant opportunities for students, staff and its stakeholders to gain appropriate knowledge, skills and attitude towards gender equity. The Centre for Women and Gender Studies (CWGS) has been functioning in the institute to address the needs and issues of staff as well as students. The Centre also organized a talk on "Gender Sensitization" to sensitize and understand the social and cultural construction of gender that shapes the experiences of women. To ensure and enhance leadership among women students, the student representative post in the Student Welfare Council is reserved for women students. Besides, the students are trained and perform street plays and role plays depicting gender and women empowerment issues and concerns. Therefore, gender sustainability is meticulously incorporated while planning and implementing curricular and non-curricular

aspects throughout the academic year.

File Description	Documents
Annual gender sensitization action plan	https://cdn.canaracollege.com/wp-content/uploads/2022/12/30162600/AQAR-2020-21-7.1.1.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://cdn.canaracollege.com/wp-content/uploads/2022/12/30162814/AQAR-2020-21-7.1.1.1.pdf

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

D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

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

As an educational institution, we are conscious of our responsibilities towards the environment and are committed to striving towards "minimal waste". The facilities in the Institution for the management of the following types of degradable and non-degradable waste include :

Solid Waste Management

Biodegradable materials are converted into manure in Bio-bin which is used as organic fertilizer for the garden. Non-biodegradable materials such as paper, plastic, old newspapers, old answer scripts and other materials are sold out to the scrap dealers. The non-degradable waste excluding e-waste is handed over the municipal waste collector.

Liquid Waste Management

Periodic check-up of plumbing lines is undertaken to ensure minimal loss of water due to any leakage. Efforts are also made to ensure that students and staff use water judiciously through signages placed near water taps in the institute. Concentrated acids and chemicals, in liquid forms, are suitably diluted before their disposal.

E-waste Management

E-Waste Bin has been placed in the institute. E-waste is regularly collected from the students and staff, and when the quantity is substantial, it is appropriately disposed by handing it over to Mangalore City Corporation.

Waste Recycling System

In order to promote recycling of waste and creating the practice of organic farming, Vermicomposting has been initiated by the Department of Zoology.

Hazardous Chemicals and Radioactive Waste Management

Micro Scale Analysis is employed for the practical sessions to avoid wastage of chemicals. However, radioactive waste management does not exist at our institute.

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

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

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

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

A. Any 4 or All of the above

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

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

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

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

D. Any 1 of the above

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms.

Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment

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

A. Any 4 or all of the above

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

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

The institute firmly believes in embracing cultural, regional, linguistic diversities and in establishing harmony among the students who come from different states, speaking different languages and diverse cultural background. Admission is provided to all eligible candidates irrespective of their socioeconomic

status as per the regulations. Uniform is made mandatory to promote the feeling of equality.

Foundation Course is made mandatory to all undergraduate students with the subjects; Constitution of India, Human Rights and Gender Equity to inculcate human and ethical values amongst the students.

Celebration of national festivals and commemorative days instills a sense of patriotism and unity amongst all. During these festivals and other events, eminent personalities are invited by the Institute to emphasize the significance of tolerance and harmony towards cultural, regional, linguistic, communal, socioeconomic and other diversities. The multifarious activities of NSS, Youth Red Cross, Rovers Rangers and Student Welfare Council of our Institution, strive to alleviate the socioeconomic diversities and leading to a tolerant and harmonious living. Various national and international commemorative days are observed to sensitize and promote the message of peace and harmony. On the linguistic front, the institution has Literary Association that conducts programmes and celebrates Konkani Manyata Diwas, Hindi Diwas and the like to nurture different languages.

Various Statutory Cells are in place which aim at social protection, ensuring tolerance and harmony, thus reducing vulnerability.

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

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

As responsible citizens of India we are entitled to the understanding of fundamental rights, duties and directive principles of state policy. To create awareness and sensitivity among students/staff, institute organizes various programmes and initiatives on constitutional obligations which enable them to conduct as responsible citizens. The Institute's vision statement and its motto, reflects the essence of value system that endeavor to transform young minds as worthy citizens of the Nation.

Compulsory Elective Foundation Courses viz., Constitution of India, Human Rights, Gender Equity and Environmental Studies strive to inculcate constitutional obligations among the learners. State, National Song and National Anthem are sung on the specified days/programmes to foster the spirit of patriotism and national integration. The National Integration Pledge is printed in our College Handbook. The institute also has Human Rights Cell and Equal Opportunity Cell that oversee and protect students against any discrimination. Stakeholders Handbook on Code of Conduct exists which calls upon the students and staff for inculcating righteousness and diligence in complying with its obligations.

Besides celebrating national festivals, commemorative days like Kargil Vijaya Diwas, Sadbhavana Day, Martyr's Day, Constitution Day, among others have been observed. As an endeavor to solidarity the bond of oneness and unification, Rashtriya Ektha Diwas was celebrated. To promote integrity, transparency and accountability in public life, and thus generate awareness in the public at large, Vigilance Awareness was observed.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://cdn.canaracollege.com/wp-content/uploads/2022/12/30163132/AQAR-2020-21-7.1.9.pdf
Any other relevant information	<u>NIL</u>

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

4. Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

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

As a temple of learning, the Institution endeavors to instill moral values and ethical standards in the youths to shape their character and craft them as responsible citizens for a progressive nation. The Student Handbook of the institute specifies the commemorating days of national and international importance.

Values and ethics among the students are inculcated by celebrating various national and international commemorative days, events and festivals throughout the year. This creates inclusiveness among the students' community and a sense of responsibility. Participation of both students and teachers in all such programmes and activities is reflective of acceptance of these values across the campus.

Festivals and observances of national importance like Independence day, Republic day, Gandhi Jayanti, Kargil Vijay Diwas, Constitution Day are organized and observed with vigour and verve. These days remind us the sacrifice of our great leaders and the rich legacy they have left behind for the present generation. Programmes on National Youth Day, Sadbhavanana Day, Guru Poornima, Founders Day, Ranganathan's Day, National Voters Day, World Red Cross Day, World Blood Donors Day, NSS Day, among others are focused especially on youths to spread the message of religious tolerance, brotherhood harmony and peace. Navaratri was also celebrated with much joy by worshipping Sri Sharada Devi and by performing Ayudha Pooja.

These commemorations and festivities give a vibrant experience and instill love towards the country and its culture.

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

7.2 - Best Practices

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

BEST PRACTICE 1

Title of the Practice: Raising Awareness, Educating the Public

- "ASHA KIRAN : A Ray of Hope" - Online Campaign to Spread COVID-19 Vaccine Awareness
- Awareness Campaign on BLACK FUNGUS
- "SAHA YOGA" - Online Campaign for Physical and Mental Health

The aforesaid online awareness campaigns have, undoubtedly, contributed towards a gradual dissipation of initial fears about the safety of novel vaccines and it also reflects that being vaccinated gradually will become normative and will increasingly be accepted as the path out of restriction and confinement. The convergent efforts of each one of us will, undeniably, herald the end of the pandemic soon.

BEST PRACTICE 2

Title of the Practice: Sensitizing Youth against Drug use - "Anti-Drug Awareness Campaign by NSS Volunteers"

This hopeful initiative of youth-led awareness campaign goes a long way in creating awareness and educating the youths to fighting against drug use. The very idea behind the campaign was to evolve and stand up for what's right, and, thus, continue to sensitize the youth against drug use. When masses are involved, nothing is impossible. Youth are vulnerable to this and when they are in the campaign, things will change. They are most effective drivers and initiators for change. It is with these thoughts; the practice was fruitfully carried out.

The description of the above two best practices successfully implemented by the institution as per NAAC format is available at <https://cdn.canaracollege.com/wp-content/uploads/2022/09/16140454/Best-Practices-2020-21.pdf>

File Description	Documents
Best practices in the Institutional website	https://cdn.canaracollege.com/wp-content/uploads/2022/09/16140454/Best-Practices-2020-21.pdf
Any other relevant information	NIL

7.3 - Institutional Distinctiveness

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

In tune with its motto of "Educating for Righteous Life", Canara has ever been earnestly striving for the holistic transformation of its aspirants by inculcating in them the Panchsheela core values and has been successfully creating generations of "Educationally empowered, Culturally vibrant, Globally competent and Socially responsible individuals."

We firmly believe that the true test of values is in times of odds. The global pandemic, CoVID-19, proved to be one such litmus paper that tested the integrity, resilience, social sensitivity, empathy and competence of our students and faculty. Herein lies the distinctiveness of Canara College, as it made its presence felt in these testing times, more emphatically, in the society, by upholding the Institute's Motto, Vision, Mission and Panchsheela Core Values, even more than ever before.

The seeds of compassion and empathy sown always yield the sweetest fruits. Thus, the acts of social service (Seva) done with faith and devotion (Shraddha), nurturing love for knowledge (Jijnasa) having strength of mind (Shakti) and self-control (Samyam), undeniably, propitiate divine grace.

Our distinctiveness is reflected in providing quality education that looks beyond academic horizons to nurture academic excellence with life skills, moral and ethical values for their personal fulfillment and professional accomplishments. As crystallized in our institutional crest, we continue to strive hard to impart

quality education at affordable cost, thus achieving the harmonious blend of the head, heart and the hands; thereby fulfilling the aspirations of the generations.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

As an affiliated College of Mangalore University, the Institute follows the scheme and syllabus prescribed under Choice Based Credit System (CBCS).

- Academic Calendar of the institute is prepared by the Academic Planning, Monitoring and Review Committee (APMRC) in line with the University Academic Calendar.
- Heads of the Departments convene periodic meetings; prepare the Calendar, curriculum plan, blueprint, Time Table, etc.
- Allotment of workload is done based on course preference, experience and expertise of the faculty.
- Academic year begins with the Institute's Orientation to first year students; followed by the Departmental Orientation and Bridge Course.
- Each Department prepares its teaching plan and methods in tune with the learning objectives, outcomes and the changed platform of conducting the classes.
- Effective curriculum deployment is ensured through adequate use of ICT tools resulting in the enhancement of learning ability and skills of the students.
- Educational experiences through special lectures, student-centric programmes, increased number of assignments, live classes, pre-recorded videos, online activities etc. are provided to enhance the learning competencies of students.
- Effective implementation of the same is periodically monitored by Heads of Departments, IQAC and the Principal.
- Teachers are also given adequate training to update and develop new teaching skills.
- Relevant content with regard to individual courses, practice problems, etc. is shared through Google classrooms and render required technological support for successful implementation of online mode of education.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://cdn.canaracollege.com/wp-content/uploads/2022/12/30161736/AQAR-2020-21-1.1.1.pdf

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

- The adherence to the academic calendar including the conduct of CIE is ensured through the effective monitoring by the Principal, IQAC and the respective Heads of the Departments.
- 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.
- The Online live classes conducted through G-suite are recorded and available in the Google drive for future reference.
- Use of Online attendance collector to ensure effective and continued presence of students
- Pre-recorded videos on the relevant subjects are also shared with the students to ensure completion of syllabus on time.
- PowerPoint presentations by students, increased frequency of assignments, quizzes, online tests and other activities on the topics covered under the curriculum as well as extended topics related to them are undertaken through online platforms, as a means to evaluate the understanding by the students.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	NIL

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

A. All of the above

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

1.2 - Academic Flexibility

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

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

7

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

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

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)**4**

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year**76**

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

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

Cross-cutting issues are integrated into the curriculum across the programmes through various courses as prescribed in the syllabus designed by the affiliating University. It occupies reasonable space into the curriculum, making a progressive impact on the learners. Besides the courses directly dealing with such issues, the Institution also strives to inculcate these values through the concerted efforts of all the departments and activities of CC/EC Associations and Cells.

- The Curriculum subsumes human values and professional ethics in core theory of many programmes viz., Commerce, Business Administration, Computer Applications and language courses.
- NSS, Youth Red Cross, Rovers and Rangers among others through their various reach-out programmes, are successful in touching the students positively by

enhancing their learning experiences and imbibing in them the values of social commitment, benevolence, discipline and empathy.

- Gender sensitization is accomplished at the Institute through synergy of theory, practices, events and activities. Constitution of India, Human Rights and Gender Equity are studied as Compulsory Elective Foundation Courses in all the under graduate programmes.
- Environmental Studies – a Compulsory Elective Foundation Course, core courses in Botany, Zoology, Chemistry, Commerce and Business Administration also educate on environmental concerns and sustainability.

Thus, every effort is made to integrate the cross-cutting issues into and beyond the curriculum to provide strong foundation of human values, concern for environment and sustainability, and, professionalism among the students to lead a meaningful and righteous life.

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

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

4

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

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

125

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	A. All of the above
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File Description	Documents
URL for stakeholder feedback report	https://cdn.canaracollege.com/wp-content/uploads/2022/12/30173953/AQAR-2020-21-1.4.2.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://cdn.canaracollege.com/wp-content/uploads/2022/12/30173953/AQAR-2020-21-1.4.2.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

492

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

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

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

354

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

2.2 - Catering to Student Diversity

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

The institute undertakes every effort possible to identify and address the needs of, both, slow and advanced learners. The informal personal interface during the admissions enables the students to join the programme of their choice and continuous evaluation thereon enables the departments to identify the learning levels of the students.

The ability of students to learn is assessed and identified based on one or more of the following ways :

- Performance in the Qualifying examination
- Performance in the Bridge Course/Class Test/Internal Assessment Examination (IAE)/EndSemester University Examination
- Performance in co-curricular and extra-curricular activities
- Behavioral traits and teachers' observation

Special initiatives for Advanced Learners:

- Encouragement to participate in various Webinars/Conferences/Capacity Building Programmes/Workshops etc.
- Promoting to participate in Inter-collegiate University/State/National Level competitions.
- Encouragement to complete MOOCs- SWAYAM/NPTEL/Advanced/Certificate courses.
- Encouragement to take-up flipped role as Student Instructor/Faculty.
- Motivation to act as student mentors of slow learners through Peer-Teaching initiatives.
- Encouragement to play a key role in coordinating extension/outreach activities.

- Opportunity provided to share knowledge as Resource Persons.
- Opportunities provided to take-up leadership roles in Student Welfare Council and also in other capacities.

Special initiatives for Slow Learners:

- Special care, mentoring and personal counseling by the tutor/mentors to motivate and empower the slow learners.
- Provision of simple and standard lecture notes/course study materials for easy grasping of the learning content.
- Encouragement to participate in in-house co-curricular and extra-curricular activities to develop their confidence and social skills.

File Description	Documents
Paste link for additional information	https://cdn.canaracollege.com/wp-content/uploads/2021/07/16152814/Policy-for-Assessing-Learning-Levels-of-the-Students-1.pdf
Upload any additional information	View File

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

Number of Students	Number of Teachers
1426	58

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

The learning experience at our institution strives to instill the "Panchasheela" Core Values in every "Canaraite" which is believed as core to one's holistic transformation. This clearly states that the entire learning process at our institution is student-focused; intended to prepare them for a righteous life. The institute's efforts towards enhancing the learning

experiences through student-centric methodologies include:

Experiential Learning:

- Learning by doing through practical laboratory sessions.
- Field visits, Study visits, Industrial visits, etc. add to the theoretical learning.
- Internships are encouraged.
- Learning through special lectures, personal interviewing and experience sharing of distinguished personalities.
- Wide-range of activities organized by NSS, special training programmes/camps, Youth Red Cross, Rovers and Rangers, etc. provide real-time experiential learning experiences.

Participative Learning:

- Activities such as group discussions, role plays, debates, course related quizzes, innovative assignments, poster making, brainstorming, etc. encourage students to actively involve in participative learning process.
- Student seminars and presentations on course related topics are encouraged.
- Participation in soft skills development and capacity building programmes, inter-collegiate and intra-collegiate fests/competitions, academic programmes.
- Institutional membership with ICT Academy provided several opportunities for the students to participate and learn advanced knowledge.

Problem Solving Methodologies:

- Case study analysis is adopted in Management programme to equip the students with logical thinking with problem solving ability.
- Conduct of surveys, spreading educative messages through creating awareness, among others.

All academic activities therefore intend to elevate the students' knowledge, skills and build confidence in them.

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

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

The institute promotes the use of technology in teaching-learning process by providing ICT enabled tools and infrastructure to facilitate, improve and advance the dissemination of knowledge. It encourages and motivates the faculty to adopt newer methodologies and innovative techniques to ensure effective curriculum delivery and thus make teaching learning process an engaging experience for the learners. Moreover, with a view to promote technology enabled work culture and also to strengthen ICT enabled teaching-learning, the Management of the Institute initiated a scheme for laptop purchase by the faculty with subsidy.

Apart from regular chalk and talk method of teaching, general ICT enabled learning tools such as Desktop, Laptop, Notebook, LCD Projector, Overhead Projector, Digital Camera, Bluetooth device, Printer, Photocopier, Scanner, Microphone, Pen Drive, DVDs, CDs, etc. facilitate the teachers to deliver interactive lectures and demonstrate lecture contents effectively. Power Point Presentation with animations and simulations increases the visual impact and thus improves students' focus on the topic.

- The Departments are well-equipped with desktops and printers with LAN/Wi-fi connections.
- In-house training sessions on conduction of virtual classes were organized to empower the teachers with ICT-enabled teaching.
- Apps like Google Meet, Zoom are used to conduct online classes.
- Both students and teachers are given G-Suite email ID under Institutional domain which enable secured online teaching classroom.
- Google classroom is used to manage and post course related information, learning material, quizzes, assignments, test papers, evaluations, etc.
- The recorded video lectures of teachers are uploaded on

the college YouTube channel.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

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

2.3.3.1 - Number of mentors

58

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

2.4 - Teacher Profile and Quality

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

58

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

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

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

10

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

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

2.4.3.1 - Total experience of full-time teachers

577.5

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

Evaluation being an integral part of teaching-learning process, its effective implementation is ensured at institute level. A policy for CIE and conduct of IAE is in place.

Transparency in IA:

- The Institute's Academic Calendar printed in the College Handbook specifies the tentative schedule of IAE as per the University Academic Calendar.
- The students are acquainted with IA system during the Institutional Orientation and also in the Departmental Orientation.
- Academic Class Mentors and Course faculty also orient and constantly update the students about the CIE process including evaluation methods and pattern of examination.
- Structured time-table is prepared for examination and

notified through notice boards, PAS and Class-wise Official WhatsApp Groups.

- Two different sets of question papers are drawn-up for each course and submitted to the Examination Committee.
- Valued answer scripts are given to the students to review their performance within the stipulated time.
- On personal seeing of the answer scripts and being satisfied with it, it is acknowledged by the students' by affixing their signatures on the same. Final IA marks is communicated to the students and is uploaded to the University portal on its verification and acknowledgement by the students.

Robustness in IA:

In order to ensure rigor and transparency in the internal assessment, the Examination Committee is internally constituted to centrally coordinate with examination related aspects. The code of conduct for IAE is scrupulously followed to maintain the decorum and ensure robustness in the entire process.

File Description	Documents
Any additional information	View File
Link for additional information	https://cdn.canaracollege.com/wp-content/uploads/2021/07/16152417/Manual-for-CIE-Conduct-of-IAE-1.pdf

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

Effective mechanism for dealing with internal/external examination related grievances is in place which is well-organized, transparent, efficient and time-bound. Internal/External examination is conducted as per the regulations and directives of the affiliating University. 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. The Examination Committee constituted in the institute for the purpose takes-up the responsibility for all the matters relating to examination.

For Internal examination related grievances:

The students can approach the concerned Course Faculty,

Academic Class Mentors, Heads of the respective Departments, Examination Coordinator and Principal to redress the examination related grievances as per the requirement of the jurisdiction of the grievance. Moreover, the Heads of respective Programme Departments are empowered to act and adjudicate for such queries except for extreme cases when the intervention of the Head of the Institution may be necessary. However, any such matters brought under consideration are redressed at priority by taking appropriate measures in the best interest of the students.

For External Examination related grievances:

For any grievance related to University examination, the student approaches the Examination In-charge in the Office who provides needful assistance for the same. Further, if necessary, the student submits an application expressing the nature of grievance addressed to the Principal. Accordingly, the grievances are forwarded to the Registrar (Evaluation) of the affiliated University for further needful action.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	https://cdn.canaracollege.com/wp-content/uploads/2021/07/16152417/Manual-for-CIE-Conduct-of-IAE-1.pdf

2.6 - Student Performance and Learning Outcomes

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

The teachers and students are familiarized with the POs, PSOs and COs in the below mentioned way:

- The syllabus framed by the University includes the course objectives which is readily available in the University and Institutional Website.
- PEOs, POs, PSOs, COs and GAs clearly stated across all the programmes are available on the Institutional Website.
- Career prospects and Graduate attributes across the programmes are stated in the College Prospectus.
- During the admission counselling process, both the

candidates and parents are acquainted with the programme outcomes in general.

- An overview of the outcomes is divulged to students during the Institutional and Departmental orientation programme.
- Module-wise learning objectives and outcomes are stated in the Lesson Plan which is available in the Teacher's Academic Dairy. Departmental Ideals along with stated PEOs, POs, PSOs and COs of each programme are displayed in the Departmental and Students' Notice Board.
- The hardcopy of Syllabi and Outcomes are available in the respective Departments and CollegeLibrary for easy access to students, faculty and other stakeholders.
- The faculty engaging each course ensures that the course delivery is planned with necessary activities to accomplish the attainment of stated course outcomes.
- The COs of each course is described by the respective course faculty to the students, during the initial session of class, while discussing the course syllabi.
- Eminent invitees, HoI, Members of Governing Council, among others address the students on outcomes during prominent occasions and academic programmes.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://www.canaracollege.com/academics-resources/programmes/
Upload COs for all Programmes (exemplars from Glossary)	View File

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

True to the Vision and Mission, the Institue has always strived to achieve desired outcomes by providing all required resources and support system to teaching-learning and creating pleasant academic environment. The Institute has the following mechanism to analyze data on the student performance and learning outcomes to use it for planning and overcoming barriers of learning:

- Course and Programme-wise Result Analysis

- Student Mentoring and Counselling
- Identification of advanced and slow learners with appropriate initiatives
- Students' participation in curricular, co-curricular and extra-curricular activities
- Students' placement

At our institute the programme outcomes, programme specific outcomes and course outcomes are evaluated based on the following parameters:

- The attainment of course outcomes are evaluated through CIE having formative assessment in the form of Assignments, Quizzes, Class Tests, Laboratory performance, Seminars/Presentations, IAE, Viva-voce, Project progress and evaluation, students' involvement and summative assessment through end-semester examination.
- The consistently high pass percentages secured by our students, point to the success of the teaching-learning processes. Besides this, the reasonably good number of students securing distinction across the programmes is also conclusive evidence to the fact that the programme is well received by our students.
- The University Ranks and Gold Medals secured by our students.
- Dynamic leadership qualities demonstrated by our students in coordinating various co-curricular and extra-curricular activities.
- The participation and performance of the students in curricular, co-curricular and extra-curricular activities and thereby bringing laurels to the institute.
- Significantly higher number of students who progress to higher educational avenues.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://www.canaracollege.com/students/rank-list/

2.6.3 - Pass percentage of Students during the year

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

during the year

439

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

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

<https://cdn.canaracollege.com/wp-content/uploads/2022/12/20152546/SSS-2020-21.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

00

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

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

3.1.2.1 - Number of teachers recognized as research guides

00

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

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

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

00

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

3.2 - Innovation Ecosystem

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

The institute has always been positive in creating an academic atmosphere that is creative, innovative, and progressive to all the stakeholders. This has initiated the creation of an 'ecosystem for innovations' that focuses on 'knowledge creation and transfer' for the benefits of all stakeholders. Several initiatives taken are as below:

- Course related innovative assignments/projects given bring about the novel ideas of the students.
- The Special study centres viz., Centre for Advanced Studies in Commerce and Management (CASCMA), Centre for Advanced Studies in Science and Technology (CASST), Centre for Women and Gender Studies (CWGS) aim to create

an environment for intellectual exchange in the specific domain and foster flair for research amongst students and faculty.

- The Innovation and Entrepreneurship Development Cell strives to inculcate the spirit of innovation and unquenchable thirst for knowledge.
- Our faculty members have to their credit research paper publications, presentations, authored some books and been resource persons at other institutes too.
- Internship programmes are encouraged for students to enable hands-on exposure.
- FDPs are organized for enhancement in the existing knowledge and skills.
- Transfer of knowledge is fostered through participation in FDPs/workshops/guest lectures/ seminars/conferences.
- Teachers and Students are encouraged to enroll for MOOCs through Swayam/NPTEL and other platforms.

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

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

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

13

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

3.3 - Research Publications and Awards

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

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

00

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

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

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

00

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

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

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

17

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

3.4 - Extension Activities

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

The institute provides an environment conducive for the holistic development of students. Extension activities and outreach programmes not only instill a sense of communal responsibility, but also effectively sensitize students towards important social issues. The Institution collaborates with various Government and Non-Government Organizations in organizing activities through which students are equipped with appropriate skills for their holistic development.

The Students' Welfare Council, National Service Scheme, Youth Red Cross, Rovers and Rangers Units, various Departments and Associations collectively undertake wide-range of extension activities and outreach programmes. Awareness of various social issues is created among the campus community, through the conduct of Workshops, Seminars and Talks. In turn, students disseminate the inputs to the neighborhood and the public at large through street plays, rallies, and posters based on socially-relevant themes.

Students organize and actively participate in Swachh Bharat drives at the Campus, Historical Monuments, Beaches and in the adopted village. Students overwhelmingly participate in Blood Donation Camps. Blood donation camp strengthens the sense of empathy and compassion among donors and instills in them a sense of commitment and ethical responsibility.

Participation in State NSS Republic Day Parade, Adoption of Village, Drug abuse awareness rallies, Malaria, Dengue and CoVID-19 awareness and survey programmes, among others, connect students with the larger social issues in the community and makes them socially responsible, sensitive, and thus facilitates in their holistic development.

File Description	Documents
Paste link for additional information	https://cdn.canaracollege.com/wp-content/uploads/2022/09/16161030/AQAR-2020-21-3.4.1.pdf
Upload any additional information	View File

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

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

00

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

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

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

13

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

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year**3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year**

280

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

3.5 - Collaboration**3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year****3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year**

04

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

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

01

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The institute's campus is spread over an area of 9229.44 sqm which includes 3239.26 sqm built up area and 5990.18 sqm open space for garden, parking and sports facilities. It has 36 well-ventilated, spacious Classrooms provided with adequate furniture and public address system. 20 classrooms are equipped with projector and LCD facility. There are 08 Staff rooms, 04 Basic Science and 03 Computer Science laboratories with modern equipment. The Department of Botany and Zoology are housed with Museum. The Library and Information Centre has an open access to books, periodicals, e-journals and e-resources with OPAC system and it has a Reading Room with a seating capacity of 35. 09 departments have individual libraries sponsored by faculty and alumni. The college has an ICT enabled departments, Seminar hall with a seating capacity of 150 and separate rooms for the Office of IQAC, Examination Control, NSS, Counselling and Statutory Cells. To promote sports culture among the students, it provides indoor games facilities and well-equipped Gym. A Quadrangle with an open air stage is also used for cultural and sports events. Reprographic, Generator, Lift, CCTV cameras, Purified drinking water, canteen and washroom facilities are provided to the staff and students.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://cdn.canaracollege.com/wp-content/uploads/2022/09/12160750/AQAR-2020-21-4.1.1.pdf

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

The physical infrastructure facilities include Indoor Sports and Games facilities: a Gym for men and an Indoor Games Hall where Table Tennis and other indoor games may be played. The Quadrangle of the institute is useful for outdoor games such as Ball Badminton, Volley Ball, Throw Ball, Kabaddi, and Tug of War. It also has the provision for using two Tennis courts at Canara Tennis Academy, owned and managed by Canara High School Association, Mangaluru. Practice for athletics and the Annual Sports Meet of the institute is held at Mangala Stadium, located at a distance of 1.8 kms from the institute. The ground is available at free of cost to the Canara Educational Institutions for having foregone the same for the construction of the stadium.

Besides, the physical infrastructure facilities of the institute is utilised for organizing University Level Cultural Fest and competitions. The Open- Air Stage, ICT-enabled Seminar Hall and Classrooms are utilised for Add-on courses and cultural activities. In addition to this, the institute has the provision of availing facilities and amenities of T. V. Raman Pai Convention Centre, Kodialbail, Mangaluru and Sudhindra Auditorium, Canara High School Campus, Dongerkery, Mangaluru, owned and Managed by C.H.S Association.

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

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

20

File Description	Documents
Upload any additional information	View File
Paste link for additional information	NIL
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

20.69

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

The Library and Information Centre has a separate Reading Room with a seating capacity of 35. The library is fully automated with Integrated Library Management Software-Easylib. The library has a collection of 45,481 text and 115 reference books, 08 Journals, 13 newspapers, 43 periodicals. The institutional website on the Library page has digital repository of previous years question papers and access to other e-resources. The library is having membership of INFLIBNET-N-LIST and provides 6000+ e-journals and 7,99,500+ e-books on various subjects. The Library offers computerized Catalogue Search Services through the Online Public Access Catalogue (OPAC). The Library gives importance to the

preservation of rare books considering their value. Library is equipped with 06 Computers with Wi-Fi and LAN enabled with 100 Mbps. Library books have been completely bar-coded and computerized. Circulation counter is available for issue, return and renewal of books using ILMS package. The library organizes User Orientation Programmes every year for the library users both for the students and faculty regarding the use of Library Sources and Services. It provides Book Bank facility to the students and also conducts a Book Exhibition to inculcate reading habit among the students and faculty members.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	NIL

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

A. Any 4 or more of the above

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

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

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

0.2

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

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

26

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

IT infrastructure of the institute comprises of 164 computers connected with Wi-Fi and LAN facility. The bandwidth of the internet connection is 150mbps. The existing computer systems have been upgraded to the new configuration and are protected with anti-virus software. The institute is equipped with licensed Microsoft software products under Microsoft Open Value Subscription Education Solutions Agreement. 20 classrooms and 03 Laboratories are equipped with LCD projectors. 15 classrooms are provided with Wi-Fi facility. The Administrative Office is provided with software for the Admission of students, Fee collection, Account maintenance and Bulk SMS services. The software for 'Students e-attendance Monitoring System' and Biometric Attendance has been functioning effectively. The software Easylib, OPAC and INFLIBNET N-LIST are used in the institute's library. The learning process has been more effective due to subscription of G-Suite. The College has been established as SWAYAM-NPTEL Local Chapter. The institution has official WhatsApp groups and regularly updates its website, Facebook page. Besides, the teaching staff members have been benefited by the Scheme for Laptop Purchase at subsidy, offered by the Management. Proposal for Computer Lab for Mathematics

has been made to the Management. The institution is recognized as centre for conducting online CET examinations for reputed institutes.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://cdn.canaracollege.com/wp-content/uploads/2022/09/13152934/AQAR-2020-21-4.3.1.pdf

4.3.2 - Number of Computers

138

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

32.38

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

The Estate Manager regularly supervises the maintenance and upkeep of the infrastructure on the campus. Maintenance is undertaken in a scheduled manner for which a register is maintained. CCTV camera and security guards work for ensuring security and safety of the campus. Acids and chemicals are safely kept in a separate room. The laboratories using chemicals are provided with first aid kits. Safety is ensured through instant evacuation door, exhaust fans, masks and gloves and fire extinguisher. The repairing and maintenance of lab equipment is undertaken by the technicians of related owner enterprises. The specimens in the museums of Botany and Zoology are monitored by the faculty of the departments. All computers are provided with antivirus protection and updated on time through Annual Maintenance Contracts. Library has an Advisory Committee to monitor the functioning of all the services provided. A register for issue and return of books are maintained by the Library staff. Gym and games equipment are checked periodically by the Physical Director. The obsolete sports equipment are replaced whenever required. Servicing of gym equipment is undertaken at every quarter of the year. The cleaning and maintenance of the class rooms, Laboratories and Staff rooms are undertaken by the outsourced housekeepers.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://cdn.canaracollege.com/wp-content/uploads/2021/08/19105707/Policy-for-Maintenance-of-Campus-Facilities-2.pdf

STUDENT SUPPORT AND PROGRESSION**5.1 - Student Support****5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year****5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year**

0

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

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

0

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

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

A. All of the above

hygiene) ICT/computing skills	
File Description	Documents
Link to Institutional website	https://cdn.canaracollege.com/wp-content/uploads/2023/01/03174622/AQAR-2020-21-5.1.3.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File
5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
00	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
00	
File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File
5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

19

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

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

5.2.2.1 - Number of outgoing student progression to higher education

89

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

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

government examinations)

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

00

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

5.3 - Student Participation and Activities

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

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

06

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

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

The institute 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. The Council functions under the able guidance of the Student Welfare Mentors. Besides convening need-based meetings, various online activities/events were organized due to the prevalence of CoVID-19 pandemic; thereby involving and motivating the student fraternity during the academic year.

Students' representation and engagement is reflected through:

- The office bearers 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, Extra-curricular Associations, and Special Study Centres, 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, CoCVC, Editorial Board of College Annual Magazine-"Mangala", among others.
- Opportunities provided to represent and assume leadership roles as student conveners of fests/competitions/seminars/special events, etc.
- Welfare Committees and such mandatory Statutory Cells/Committees where their presence is required.

File Description	Documents
Paste link for additional information	https://cdn.canaracollege.com/wp-content/uploads/2021/08/05144400/Constitution-of-the-Student-Welfare-Council.pdf
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the

Institution participated during the year (organized by the institution/other institutions)**5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year**

02

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

5.4 - Alumni Engagement

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

An active and engaged Alumni Association exists since the inception of the Institute. It was formally registered as "Canara College Alumni" under the Karnataka Societies Registration Act 1960, bearing the registration number DRDK/SOR/33/2021-22. The 44th AGM of executive body of the Association was held on 28/02/2021 in the college premises. However, the Annual Day programme of the Association which is usually held every year subsequent to the AGM was rescheduled indefinitely due to the prevalence of COVID-19 pandemic. The Association contributed a sum of Rupees 15,000/- towards the payment of annual tuition fees of two students.

The Alumni engagement with the Institute 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 students.

- Alumni members who have distinguished themselves in various walks of life who are invited to interact with students, as resource persons for webinars/workshops/invited lectures/motivational talks, etc., where they share their experiences.
- Prizes/Endowments/Scholarships which have been instituted by the alumni for meritorious and deserving students of the Institution.

The alumni comes back to their home on various prominent occasions like Teachers' Day, Founder's Day, Farewell of the Staff, among others; thus renewed their old bonds with Alma-mater.

File Description	Documents
Paste link for additional information	https://www.canaracollege.com/alumni/
Upload any additional information	View File

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

E. <1Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Canara College is a reputed institute for higher learning, well-acclaimed to have its deep rooted existence since 1973; pioneered by a great legendary soul, Late Sri Ammembal Subba Rao Pai. True to its philosophy of commitment to quality education at affordable cost and motto of "Educating for Righteous Life", the institute has carved a niche for itself in the coastal educational hub of Managluru city.

Vision

"To be an institute of the highest repute and produce good educated citizens who shall strive and cater to the needs of

mankind."

Mission

"We firmly believe in instilling life-long learning experience that enables a potential knowledge seeker to lead a righteous life by inculcating faith in divinity, infusing love for knowledge, thriving strength of mind, devoted to serve mankind, striving to self-control which are core to one's holistic transformation." "We affirm to create and sustain a learning environment which is value-centered, intellectually challenging, aesthetically inspiring and culturally vibrant."

Leaping forward with the noble philosophy of our Founder, a galaxy of visionaries on the Governing Board of the Canara High School Association steer the Institution and realize the dreams and seeds sown by our Founder. At the Institute level, the Principal is the torchbearer responsible for fulfilling the mission of the institute by collaborating with the faculty, management and other stakeholders. The Governing Council meets from time-to-time to devise strategic and tactical plans, while the IQAC helps to accomplish these plans.

File Description	Documents
Paste link for additional information	https://www.canaracollege.com/our-ideals/
Upload any additional information	View File

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

The Institute 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 in decision making and leading to good governance.

Right from the Governing Council to the staff and students, all the stakeholders have a key role in achieving the goals of the institution. Their involvement and cooperation in devising and implementing decision making policies for academic and administrative affairs through various bodies and committees have contributed to the development of the institute. The

Principal, IQAC, Heads of the Departments, Student Welfare Mentors, teaching and non-teaching faculty, Parent-Teachers' Association and Alumni together strive to foster the progress of institution by collectively sharing the responsibilities and act according to the aims and objectives of the Institution.

Regular meetings of the Governing Council, IQAC, staff and departments are held and decisions are arrived at, taking into consideration the suggestions of the stakeholders thereby ensuring inclusiveness. Various committees, with senior faculty members as conveners, are constituted with each member of the staff included in at least one committee. 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.

File Description	Documents
Paste link for additional information	https://www.canaracollege.com/about/governance/organogram/
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The strategic plan of the institute has been designed and is in place, aligned with the Vision, Mission, Core Values and Objectives of the Institute. This plan has set out a framework of priorities for the Institute and its Departments to realize the strategic goals and thereby accomplish Institute's mission in a globally challenging and competitive world. Strategic goals and objectives were laid in consultation with the Management and other stakeholders.

One such area in which the Institutional Perspective and Strategic Plan has been successfully implemented is the smooth transition of online Teaching, Learning, and Evaluation process during pandemic. Following initiatives were deployed to achieve the same:

- An action plan was drawn with the inclusive thought process of the IQAC.
- Virtual Class Coordination Committee was constituted to

ensure the continuity of teaching-learning process during the challenging times of pandemic.

- Necessary guidelines for Virtual Class teaching-learning, conduct of online IAE, among others were formulated to ensure its effectiveness.
- Training sessions were organized for the faculty members to help them adapt to the technological changes and ensure smooth transition to online mode of teaching-learning process.
- The institute also acquired the G-Suite facility to enable secured online teaching classroom through its various applications.
- Besides the live classes, teachers of all the Departments prepared their lecture videos which was uploaded to the Departmental Youtube channels created for the purpose; and accordingly the e-contents of teaching-learning were made available to the students.
- The said facility also enabled in conducting online examination, submission of assignments, quizzes, webinars, among others.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://drive.google.com/drive/folders/16dWoK5VeqiBwg_u0MyYjWO5aHxAi0VDW
Upload any additional information	No File Uploaded

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

Our Institute is owned, managed and governed under the aegis of Canara High School Association, Mangaluru with 14 other institutions. A galaxy of visionaries on the Governing Board of the Canara High School Association who are honorary members of repute and stature steer the Canara Group of Institutions and realize the dreams and seeds sown by our revered Founder.

The administrative functions and other allied services of the institution are performed smoothly with the collective efforts of all administrative staff under the able guidance of the Principal. Administrative and Office Management functions are performed through Akshar, MYSCH and Tally ERP9 Software.

Monitoring of staff attendance through Biometric system have also facilitated transparency in functioning.

To ensure effective functioning, various support systems in the form of committees are constituted to handle the specific areas that demand special attention and care. All these committees function effectively under the guidance and motivation of the Principal. It includes 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.

The Canara High School Association has a drafted Service Rules of the Canara Institutions, Mangaluru which clearly outlays the service rules, procedures, recruitment, and promotional policies among others.

Thus, the institute has well-established institutional bodies and administrative set-up for effective decisionmaking and efficient functioning which strives towards realizing the ideals of the institution.

File Description	Documents
Paste link for additional information	https://www.canaracollege.com/policies/
Link to Organogram of the institution webpage	https://www.canaracollege.com/about/governance/organogram/
Upload any additional information	No File Uploaded

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

B. Any 3 of the above

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

6.3 - Faculty Empowerment Strategies

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

The institute hasan effective welfare mechanism for the welfare of the teaching and non-teaching staff. They include:

1. Leave facilities for Casual Leave, Earned Leave, Medical Leave, Maternal Leave and Extended Leave without Pay are granted as per Employees Service Rules of the Canara Institutions. Special Casual Leave, On Official Duty facility, leave to facilitate pursuing of Research, Vacation Leave, Restricted Holidays, Special Permission to appear for Exams, etc., are also granted to the staff.
2. Permitted movements to leave the campus for personal/emergency reasons.
3. Benefits of Provident Fund, Gratuity and ESI Scheme as per Government regulations.
4. .Benefit of Employee Group Insurance Scheme.
5. Annual increments, incentive increments for the teaching staff qualifying with NET/SLET and to those awarded with Ph.D. degree and special increments granted in exceptional cases and outstanding performance during the service.
6. Financial support and reimbursement of registration fees for participation in Seminars/Conferences/Workshops, etc.
7. Enrichment and empowerment of the staff through in-house professional development and administrative training programmes, etc.
8. Scheme for Laptop Purchase with subsidy.
9. Empowerment and welfare through Staff Welfare Association includes farewell and felicitation onsuperannuation/discontinuing service for better prospects, felicitation the newly married, staff outing

and recreational excursion, participation in sweet and sour events of the social life of staff members, hosting of social gatherings on special occasions and spending quality time.

10. Privilege of using G-Suite E-mail IDs with Institutional domain name.

11. An opportunity to earn additional earnings through examination duty, the college being the centre for many competitive/professional examinations.

File Description	Documents
Paste link for additional information	https://cdn.canaracollege.com/wp-content/uploads/2021/07/16153518/Staff-Welfare-Policy.pdf
Upload any additional information	View File

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

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

06

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

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

10

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

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

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

30

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

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

The institution has in place an effective mechanism of performance appraisal system for both teaching and non-teaching staff. The performance of all the teaching and non-teaching

employees is reviewed on an annual basis. The IQAC has devised appropriate proforma of Self-Appraisal for both teaching and non-teaching staff.

- Every staff member is expected to submit his/her annual performance report in the prescribed format.
- Upon filling the proforma, the Appraiser forwards it to the concerned Reporting Officer for verification and assessment.
- The Reporting Officers verifies the entries, makes an assessment on the said parameters and append their remarks in an unbiased manner taking into account the interest of the department. Thereafter it is forwarded to the IQAC for validation process.
- A Peer Review Committee is formulated to undertake the validation and assessment process based on the clearly prescribed benchmark.
- On concluding the data validation process, the report is forwarded to the Reviewing Officer i.e., the HoI for final appraisal.
- Upon completion of the review process, a final score is computed on a 10 point scale and graded accordingly as per the Outcome Indicators.
- Upon completion of all the above processes, on a stipulated date, the appraiser is communicated about the performance outcome with necessary feedback if any, on one-to-one basis by the Principal.
- The Appraiser acknowledges the Outcome Report and the procedure ends.
- The IQAC then prepares the Performance Appraisal Report and HoI forwards the same to the Correspondent for perusal.

File Description	Documents
Paste link for additional information	https://cdn.canaracollege.com/wp-content/uploads/2021/07/16153342/Policy-for-Staff-Performance-Appraisal-System.pdf
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism

for settling audit objections within a maximum of 200 words

To monitor effective deployment of financial resources, the institution has computerized its financial management system on various matters. Day-to-day financial dealings are handled by the office staff incharge. The Principal verifies the accounts on a daily basis and takes note of it. The accounts are subjected to both external and internal audits on a regular basis.

As an endeavor to have an internal control appropriate to the different functional departments at the institute, the internal audit programme is conducted. 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. 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 followup. The finalized and approved audited financial statements are also made available for any stakeholder to have recourse to.

The major audit objections are amicably resolved ensuring the needful compliance.

File Description	Documents
Paste link for additional information	https://cdn.canaracollege.com/wp-content/uploads/2022/12/30164124/AQAR-2020-21-6.4.1.pdf
Upload any additional information	View File

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

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

00

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

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

The Institute is owned and managed by Canara High School Association and receives partial aid for the grant-in-aid programmes. Students' fees constitute the major source for mobilizing the funds. The additional financial support is mobilized from the Management and also from various other stakeholders.

Strategies for mobilization of funds:

- Besides students' fees, minor source of income is derived through infrastructural rentals.
- Income derived through the use of infrastructure for conduct of competitive, professional and entrance examinations.
- Grants received from the UGC towards salary of the aided staff.
- Generous contributions made by the alumni, well-wishers, benefactors, individual philanthropists towards the noble cause of education.
- Fees collected towards the issue of Transfer and Conduct Certificates, Bank interest credited, in-house reprographic services, sale of old scrap materials, etc.
- The general fines and overdue fines collected by the library.

Optimal utilization of resources:

The income generated is optimally utilized to give back to students in the following ways :

- Funds utilized for augmenting, upgrading and maintaining the physical, supportive and learning facilities and administrative needs of the institution.
- Funds earmarked for augmenting Library resources, renewal of subscriptions, etc.
- Funds earmarked for organizing various student-centric activities to promote the overall development and welfare of the students.
- Staff welfare is ensured by earmarking financial resources for salary, financial support towards their participation in professional development and training programmes.
- Giving back to the society through Institutional Social Responsibility by undertaking need-based extension activities and outreach programmes.

File Description	Documents
Paste link for additional information	https://cdn.canaracollege.com/wp-content/uploads/2021/07/16153331/Policy-for-Mobilization-Procedures.pdf
Upload any additional information	No File Uploaded

6.5 - Internal Quality Assurance System

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

The Internal Quality Assurance Cell meets regularly, deliberates upon relevant issues and takes decisions which, after approval of the Management, are vigorously implemented. The IQAC has been consistently striving to magnify the quality culture in all its spheres of the Institute's activities by channelized efforts towards promoting holistic academic excellence. Some of the initiatives undertaken by the Cell for institutionalizing the quality assurance strategies and processes include:

- Well-planned with an inclusive thought process, streamlined the process of online teaching-learning and

evaluation,during the time of pandemic situation.

- Developed appropriate Guidelines and policies, and also issued necessary directivesfrom time-to-time for sustaining, enahancing and assuring the quality in the institution.
- Strategized the institutional preparedness for its Fourth Cycle of reaccreditation process.
- Initiation of Green Auditby an expert team and furthered necessary follow-up for the recommendations made by the team.
- A number of standard profromas have been put in place for both academic and administrative use, thereby bringing in more consistency in maintaining the records.
- Ensuring standardized and effective documentation system through Documentation Committee, thereby ensuringproper documentation of instituional activities.

File Description	Documents
Paste link for additional information	https://cdn.canaracollege.com/wp-content/uploads/2021/07/17102726/Quality-Policy.pdf
Upload any additional information	No File Uploaded

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

The institution has at the helm of quality enhancement the IQAC which is committed to the advancement of quality of faculty and students by providing necessary directives and appropriate guidelines for quality assurance from timeto-time. It also undertakes periodic quality review at the college level. This Cell initiates and mandates continual evaluation processes and sustainable assessment mechanisms to achieve the academic goals of the institution.

Review through structured Feedback mechanism

Review through Stakeholders' feedback on Curriculum:The feedback collected from different stakeholders on curriculum, upon its review has enabled the Institute to devise necessary initiatives for making it more relevant, useful and need-based.

Review through Students' Feedback on teaching: The effectiveness of teaching-learning process is periodically reviewed through a well-structured online mechanism of collecting students' feedback on teaching.

Review through Students' feedback on Institutional Performance: It is yet another way through which IQAC reviews the level of students' overall satisfaction of educational services offered by the Institution and thereby initiate needful improvements in the system.

Besides the above, review of teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms includes:

- Review of action plan for curricular, co-curricular and extracurricular activities as planned by the respective Heads of Departments and Conveners of Associations.
- Continuous review is ensured through discussions in the periodic meetings of the IQAC, Departments and General Staff.
- Reviewed through the conduct of Academic and Administrative Audit (AAA).

File Description	Documents
Paste link for additional information	https://cdn.canaracollege.com/wp-content/uploads/2021/07/17102726/Quality-Policy.pdf
Upload any additional information	No File Uploaded

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

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://cdn.canaracollege.com/wp-content/uploads/2022/03/21115849/Mangala-Magazine-2020-21.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

World is striving to create gender equity as a part of achieving United Nations Sustainable Development Goals by 2030. Women empowerment is a critical aspect of achieving gender equality. Canara College, has always strived towards creating an inclusive, just and equitable society. Each programme incorporates content related to gender equity and sensitization. Feminist and LGBTQs writings and gender sustainability find place in all language courses. Apart from curricular inclusion, the Institute ensures to provide practical and relevant opportunities for students, staff and its stakeholders to gain appropriate knowledge, skills and attitude towards gender equity. The Centre for Women and Gender Studies (CWGS) has been functioning in the institute to address the needs and issues of staff as well as students. The Centre also organized a talk on "Gender Sensitization" to sensitize and understand the social and cultural construction of gender that shapes the experiences of women. To ensure and enhance leadership among women students, the student representative post in the Student Welfare Council is reserved for women students. Besides, the students are trained and perform street plays and role plays depicting gender and women empowerment issues and concerns. Therefore, gender sustainability is meticulously incorporated while planning and implementing curricular and non-curricular aspects throughout the academic year.

File Description	Documents
Annual gender sensitization action plan	https://cdn.canaracollege.com/wp-content/uploads/2022/12/30162600/AQAR-2020-21-7.1.1.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://cdn.canaracollege.com/wp-content/uploads/2022/12/30162814/AQAR-2020-21-7.1.11.pdf

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

D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

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

As an educational institution, we are conscious of our responsibilities towards the environment and are committed to striving towards "minimal waste". The facilities in the Institution for the management of the following types of degradable and non-degradable waste include :

Solid Waste Management

Biodegradable materials are converted into manure in Bio-bin which is used as organic fertilizer for the garden. Non-biodegradable materials such as paper, plastic, old newspapers, old answer scripts and other materials are sold out to the scrap dealers. The non-degradable waste excluding e-waste is handed over the municipal waste collector.

Liquid Waste Management

Periodic check-up of plumbing lines is undertaken to ensure minimal loss of water due to any leakage. Efforts are also made to ensure that students and staff use water judiciously through signages placed near water taps in the institute. Concentrated acids and chemicals, in liquid forms, are suitably diluted before their disposal.

E-waste Management

E-Waste Bin has been placed in the institute. E-waste is regularly collected from the students and staff, and when the quantity is substantial, it is appropriately disposed by handing it over to Mangalore City Corporation.

Waste Recycling System

In order to promote recycling of waste and creating the practice of organic farming, Vermicomposting has been initiated by the Department of Zoology.

Hazardous Chemicals and Radioactive Waste Management

Micro Scale Analysis is employed for the practical sessions to avoid wastage of chemicals. However, radioactive waste management does not exist at our institute.

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

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

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

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

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

A. Any 4 or All of the above

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

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

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

D. Any 1 of the above

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

A. Any 4 or all of the above

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

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

The institute firmly believes in embracing cultural, regional, linguistic diversities and in establishing harmony among the students who come from different states, speaking different languages and diverse cultural background. Admission is

provided to all eligible candidates irrespective of their socioeconomic status as per the regulations. Uniform is made mandatory to promote the feeling of equality.

Foundation Course is made mandatory to all undergraduate students with the subjects; Constitution of India, Human Rights and Gender Equity to inculcate human and ethical values amongst the students.

Celebration of national festivals and commemorative days instills a sense of patriotism and unity amongst all. During these festivals and other events, eminent personalities are invited by the Institute to emphasize the significance of tolerance and harmony towards cultural, regional, linguistic, communal, socioeconomic and other diversities. The multifarious activities of NSS, Youth Red Cross, Rovers Rangers and Student Welfare Council of our Institution, strive to alleviate the socioeconomic diversities and leading to a tolerant and harmonious living. Various national and international commemorative days are observed to sensitize and promote the message of peace and harmony. On the linguistic front, the institution has Literary Association that conducts programmes and celebrates Konkani Manyata Diwas, Hindi Diwas and the like to nurture different languages.

Various Statutory Cells are in place which aim at social protection, ensuring tolerance and harmony, thus reducing vulnerability.

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

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

As responsible citizens of India we are entitled to the understanding of fundamental rights, duties and directive principles of state policy. To create awareness and sensitivity among students/staff, institute organizes various programmes and initiatives on constitutional obligations which enable them to conduct as responsible citizens. The Institute's vision

statement and its motto, reflects the essence of value system that endeavor to transform young minds as worthy citizens of the Nation.

Compulsory Elective Foundation Courses viz., Constitution of India, Human Rights, Gender Equity and Environmental Studies strive to inculcate constitutional obligations among the learners. State, National Song and National Anthem are sung on the specified days/programmes to foster the spirit of patriotism and national integration. The National Integration Pledge is printed in our College Handbook. The institute also has Human Rights Cell and Equal Opportunity Cell that oversee and protect students against any discrimination. Stakeholders Handbook on Code of Conduct exists which calls upon the students and staff for inculcating righteousness and diligence in complying with its obligations.

Besides celebrating national festivals, commemorative days like Kargil Vijaya Diwas, Sadbhavana Day, Martyr's Day, Constitution Day, among others have been observed. As an endeavor to solidarity the bond of oneness and unification, Rashtriya Ektha Diwas was celebrated. To promote integrity, transparency and accountability in public life, and thus generate awareness in the public at large, Vigilance Awareness was observed.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://cdn.canaracollege.com/wp-content/uploads/2022/12/30163132/AQAR-2020-21-7.1.9.pdf
Any other relevant information	NIL

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

4. Annual awareness programmes on Code of Conduct are organized

A. All of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

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

As a temple of learning, the Institution endeavors to instill moral values and ethical standards in the youths to shape their character and craft them as responsible citizens for a progressive nation. The Student Handbook of the institute specifies the commemorating days of national and international importance.

Values and ethics among the students are inculcated by celebrating various national and international commemorative days, events and festivals throughout the year. This creates inclusiveness among the students' community and a sense of responsibility. Participation of both students and teachers in all such programmes and activities is reflective of acceptance of these values across the campus.

Festivals and observances of national importance like Independence day, Republic day, Gandhi Jayanti, Kargil Vijay Diwas, Constitution Day are organized and observed with vigour and verve. These days remind us the sacrifice of our great leaders and the rich legacy they have left behind for the present generation. Programmes on National Youth Day, Sadbhavanana Day, Guru Poornima, Founders Day, Ranganathan's Day, National Voters Day, World Red Cross Day, World Blood Donors Day, NSS Day, among others are focused especially on youths to spread the message of religious tolerance, brotherhood harmony and peace. Navaratri was also celebrated with much joy by worshipping Sri Sharada Devi and by performing Ayudha Pooja.

These commemorations and festivities give a vibrant experience

and instill love towards the country and its culture.

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

7.2 - Best Practices

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

BEST PRACTICE 1

Title of the Practice: Raising Awareness, Educating the Public

- "ASHA KIRAN : A Ray of Hope" - Online Campaign to Spread COVID-19 Vaccine Awareness
- Awareness Campaign on BLACK FUNGUS
- "SAHA YOGA" - Online Campaign for Physical and Mental Health

The aforesaid online awareness campaigns have, undoubtedly, contributed towards a gradual dissipation of initial fears about the safety of novel vaccines and it also reflects that being vaccinated gradually will become normative and will increasingly be accepted as the path out of restriction and confinement. The convergent efforts of each one of us will, undeniably, herald the end of the pandemic soon.

BEST PRACTICE 2

Title of the Practice: Sensitizing Youth against Drug use - "Anti-Drug Awareness Campaign by NSS Volunteers"

This hopeful initiative of youth-led awareness campaign goes a long way in creating awareness and educating the youths to fighting against drug use. The very idea behind the campaign was to evolve and stand up for what's right, and, thus, continue to sensitize the youth against drug use. When masses are involved, nothing is impossible. Youth are vulnerable to

this and when they are in the campaign, things will change. They are most effective drivers and initiators for change. It is with these thoughts; the practice was fruitfully carried out.

The description of the above two best practices successfully implemented by the institution as per NAAC format is available at <https://cdn.canaracollege.com/wp-content/uploads/2022/09/16140454/Best-Practices-2020-21.pdf>

File Description	Documents
Best practices in the Institutional website	https://cdn.canaracollege.com/wp-content/uploads/2022/09/16140454/Best-Practices-2020-21.pdf
Any other relevant information	NIL

7.3 - Institutional Distinctiveness

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

In tune with its motto of "Educating for Righteous Life", Canara has ever been earnestly striving for the holistic transformation of its aspirants by inculcating in them the Panchsheela core values and has been successfully creating generations of "Educationally empowered, Culturally vibrant, Globally competent and Socially responsible individuals."

We firmly believe that the true test of values is in times of odds. The global pandemic, CoVID-19, proved to be one such litmus paper that tested the integrity, resilience, social sensitivity, empathy and competence of our students and faculty. Herein lies the distinctiveness of Canara College, as it made its presence felt in these testing times, more emphatically, in the society, by upholding the Institute's Motto, Vision, Mission and Panchsheela Core Values, even more than ever before.

The seeds of compassion and empathy sown always yield the sweetest fruits. Thus, the acts of social service (Seva) done with faith and devotion (Shraddha), nurturing love for knowledge (Jijnasa) having strength of mind (Shakti) and self-control (Samyam), undeniably, propitiate divine grace.

Our distinctiveness is reflected in providing quality education that looks beyond academic horizons to nurture academic excellence with life skills, moral and ethical values for their personal fulfillment and professional accomplishments. As crystallized in our institutional crest, we continue to strive hard to impart quality education at affordable cost, thus achieving the harmonious blend of the head, heart and the hands; thereby fulfilling the aspirations of the generations.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

1. Scale up BCA programme by applying for additional intake based on the demand for the programme.
2. Expand horizons and strengthen the B.Com. Professional Batch by providing coaching for CS, CMA, and the like, along with the existing professional courses.
3. Ensure institutional preparedness for the adoption and effective implementation of National Education Policy 2020 by devising appropriate action plan for the same.
4. Initiate appropriate practices for the CIE and IAE in tune with OBE practices for evaluating the attainment of learning outcomes.
5. Review and initiate need-based reforms in the process of collecting Stakeholders' Feedback on curriculum and expedite necessary actions thereon.
6. Further emphasis on e-content development by teachers.
7. Strengthen blended teaching-learning process by making effective use of the technology.
8. Strengthen the activities of Training, Internships and Placement Cell to augment students' internships and placement.
9. Continue to undertake institutional outreach activities especially to reach out the most vulnerable and less privileged sections of the society even in the post pandemic period.
10. Refurbishment of the existing Multi-Gym with adequate facilities.
11. Strengthen internet, Wi-Fi, LAN bandwidth facility on the campus for improved speed and connectivity.
12. White-washing of the Institutional building and campus.

13. Devise appropriate strategies to improve the visibility of the Institution.
14. Strengthen students' involvement and participation in the process of enhancing overall quality of the institution.
15. Timely undergo the reaccreditation process for the Fourth Cycle of NAAC A & A.