



## YEARLY STATUS REPORT - 2020-2021

### Part A

#### Data of the Institution

<b>1.Name of the Institution</b>		<b>BESANT WOMEN'S COLLEGE</b>
• Name of the Head of the institution	<b>Dr. Sathish Kumar Shetty P</b>	
• Designation	<b>Principal</b>	
• Does the institution function from its own campus?	<b>Yes</b>	
• Phone no./Alternate phone no.	<b>08242492206</b>	
• Mobile No:	<b>9449809985</b>	
• Registered e-mail	<b>bwc.iqac2206@gmail.com</b>	
• Alternate e-mail	<b>besant_college@rediffmail.com</b>	
• Address	<b>M.G.Road, Kodialbail</b>	
• City/Town	<b>Mangaluru</b>	
• State/UT	<b>Karnataka</b>	
• Pin Code	<b>575003</b>	
<b>2.Institutional status</b>		
• Type of Institution	<b>Women</b>	
• Location	<b>Urban</b>	
• Financial Status	<b>Grants-in aid</b>	

• Name of the Affiliating University	<b>Mangalore University</b>				
• Name of the IQAC Coordinator	<b>S Syed Kahdar</b>				
• Phone No.	<b>08242492206</b>				
• Alternate phone No.	<b>7259836645</b>				
• Mobile	<b>9900437966</b>				
• IQAC e-mail address	<b>iqac2206@gmail.com</b>				
• Alternate e-mail address	<b>s.kahdar@gmail.com</b>				
<b>3.Website address (Web link of the AQAR (Previous Academic Year)</b>	<a href="https://bwc.besant.edu.in/documents/729/AQAR_2019-2020.pdf">https://bwc.besant.edu.in/documents/729/AQAR_2019-2020.pdf</a>				
<b>4.Whether Academic Calendar prepared during the year?</b>	<b>Yes</b>				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://bwc.besant.edu.in/en/iqac/calendar/">https://bwc.besant.edu.in/en/iqac/calendar/</a>				
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 1</b>	<b>B++</b>	<b>82</b>	<b>2004</b>	<b>16/09/2004</b>	<b>15/09/2009</b>
<b>Cycle 2</b>	<b>A</b>	<b>3.12</b>	<b>2011</b>	<b>27/03/2011</b>	<b>26/03/2016</b>
<b>Cycle 3</b>	<b>A</b>	<b>3.02</b>	<b>2017</b>	<b>22/02/2017</b>	<b>21/02/2022</b>
<b>6.Date of Establishment of IQAC</b>			<b>01/07/2004</b>		
<b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>8.Whether composition of IQAC as per latest NAAC guidelines</b>			<b>Yes</b>		
• Upload latest notification of formation of IQAC			<a href="#">View File</a>		

<b>9.No. of IQAC meetings held during the year</b>	<b>9</b>
<ul style="list-style-type: none"> <li>Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	<b>Yes</b>
<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	<a href="#">View File</a>
<b>10.Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	<b>No</b>
<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>	
<b>11.Significant contributions made by IQAC during the current year (maximum five bullets)</b>	
<ul style="list-style-type: none"> <li>Blended method of teaching learning and evaluation was meticulously planned and implemented with optimum utilization of infrastructure due to Covid-19.</li> <li>Structured feedback Mechanism was administered. Findings communicated to the respective course faculty and office staff.</li> <li>AAA at individual faculty level, Department level and Administration level implemented, observation and suggestions forwarded for improvisation.</li> <li>Institutional social responsibility activities were given due importance</li> <li>The webinars and FDP (online) were organized by IQAC in collaboration with different Departments to ensure academic enrichment.</li> </ul>	
<b>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</b>	
Plan of Action	Achievements/Outcomes
<p>Learning Management System &amp; WIFI</p>	<p>During the Lockdown, the college introduced blended mode of teaching through the various Apps like Google Meet, Zoom, Telegram and SHARE it. Faculty members conducted online classes to the students effectively and maintained attendance as well as evaluation records. The Internal assessment marks have been submitted to the Mangalore University. Work from home also</p>

carried on as per the guidelines from the Government. The teaching and learning went smoothly through a well chalked time table. All the records pertaining to the courses have been maintained by the respective departments programme wise. Strengthening the WIFI enabled effective conduct of online classes. Whatsapp groups course wise became the tool to monitor Academics and General Counselling. Mentors and Tutors were constantly in touch with the groups and class representatives in sending important academic information starting from admission, orientation, teaching and learning, evaluation, University examination cum evaluation, concessions and scholarships. The WIFI platform contributed immensely to the sustenance and enhancement of learnability capabilities and skills among the students. The faculty members efficiently discharged their roles towards enhancement in Quality excellence.

Online/Offline Certificate Programme, Webinars and Quizzing's

Online Certificate programme with the collaboration of Bajaj Fin Serve, was conducted for 50 students emphasizing on the employability skills during the months of February and March. Soft skill training was conducted to 47 students of final year by BACE Academy in the month of March through offline mode. Fundamentals of computing for non-computer students was organized in the month of March to impart the

skills of typing, mailing and internet services. Capital awareness programme enabled the students to acquire the competencies of Investment in stock market. IQAC in association with 13 Departments and one Association organized :- 03 International Webinars on the themes of Coping with Covid19, Mastering soft skills & Research Teaching nexus in Higher Education (Delegates were 500, 432 & 563 respectively). 13 National level Webinars on various themes such as Post Covid 19 Job market and preparation for Job seekers, Albert Camus works, The power of stories, Covid19 Sahityamaya and Samskritika Jagattu, The Immune Boosters, Psychosocial interventions of combat Uncertainty during Pandemic Outbreak, SPSS Software and Opportunities and Challenges in Future Scenario, exploring mind during pandemic crisis, Capital Market Awareness, Research knowledge series. IQAC has organized a Quiz on "NAAC" 485 delegates have participated. 09 E-Quiz programmes were organized on the domain subjects of Commerce and Management, English, Kannada and Political Science. The participants received E certificates for all the online programmes

Gender Equity

Gender champion cell was formulated on September 24th to create Gender Equity awareness, significance of Gender Equity towards social harmony, contribution to the campus and

	<p>development of the nation. Due to covid-19, scheduled programmes were stalled however awareness was created by the members of the Gender Equity cell to the students through online.</p>
Maintenance Committee	<p>The institution has maintenance committee comprising of a Faculty member, office superintendent and student representative. SOP has been strictly followed in the campus. Cleanliness and maintenance of the infrastructure, Office Equipment, Computers and Laboratories was done on regular basis. Special measures were taken to clean the toilets and public areas by sanitization. This academic year followed the blended method of teaching as per the timely guidelines from the DC and Collegiate Education were adhered to as a result of which assets and other services were promptly made available. The covid-19 task force worked proactively with the maintenance committee in addressing the issue of Mask, sanitization and thermal scanning. Necessary action is taken by the Principal in consultation with the maintenance committee with regard to upgradation, servicing and replacement of equipments.</p>
Entrepreneurship and employability	<p>EDP Cell : Mask making workshop was organized on 13th February 2021. Candle making, Liquid soap and Phenyl making workshop was organized on 6th March 2021. D'coupage workshop was organized on 20th March 2021. HRD : -</p>

Training and Career Guidance Programme in association with the BACCE foundation for the final year students from the 2nd of March to the 12th of March 2021. In association with Bombay stock exchange, a webinar on Capital Market Awareness was conducted on 4th March 2021. The Women's Cell too intensively engaged in promoting and inculcating the multiskills. The orientation programme organized on the theme of 'Atrocities against women' on 6th February. An interactive session was organized on 27th February to create awareness on women issues, Further, it organized menstrual Hygiene, a talk to address Biological system and conducted Training for 40 students on 6th and 13th of March on making artificial Jewellery quilling, quilt making and fabric jewellery craft. The variety of programmes conducted by the above four associations not only created and developed skills but also courage and confidence to pursue the career successfully. The positive feedback received from the students deduce their eagerness to avail Bank loans to be economically empowered. Bajaj finserv and BACCE academy engage in imparting subjects skills and soft skills needed for placement. Further a Webinar on Challenges of Post Covid-19 Job Market and Preparation for Job Seekers organized by the Department of English in association with Field Outreach Bureau, Mangaluru on 09th July



	2020 exposed the students to employment opportunities.
Community services /Outreach activities	<p>The Outreach cell organized a Food Kit Distribution programme for the Besant Kannada Medium Students and Support Staff of the Institution on 29th July 2021. R &amp; D Cell organized an Interaction and Felicitation to Empowered Women, Smt. Sumati Elantil and Smt. Yashodha Layl on the 09th of March 2021. On the same day 'D' Group Employees of Besant English and Kannada Medium School were also felicitated. Masks were distributed to Besant Kannada Primary School Students. Rangers : The Ranger Leader together with two students of the unit made 80 masks and donated them to the Police Dept., on 6th October 2020. Ten Rangers of the unit participated in the cleanliness drive organized in the college vicinity. A Message on peace was displayed by the students on 22nd February 2021. Ten students participated in the Awareness Programme on Health and Fire Safety jointly organized by the NSS and Red-cross unit in association with Neuro Hospital Mangalore, on 26th February 2021. The Ranger Leader along with two Rangers created awareness on safety measures on covid-19 and also spoke about the safety of the vaccination to the general public at the Kudroli ward on 23rd March 2021. The Ranger Leader along with five students rendered voluntary services in maintaining the standard</p>



	<p>operating procedures of Covid 19 during the SSLC exams in different centers on 19th and 22nd July 2021 and later for CET exams held on 28th and 29th August 2021.</p>
<p>Research and Development</p>	<p>Faculty members and students attended International and National webinars related to research topics. Internal Quality Assurance Cell and Department of Commerce and Business Administration organised International Level Webinar on "Research-Teaching Nexus in Higher Education" on 21st August 2020. With the Resource person from Postgraduate Studies &amp; Research Department, College of Banking &amp; Financial Studies, Muscat, Sultanate of Oman. The webinar deliberated on research methodology, writing articles, preparation of Research based papers and publication. The UG and PG studies of Commerce organized Two-day knowledge sharing National webinar on "Data Analysis using SPSS software on 6th &amp; 7th July 2020. 300 delegates participated. The six-day international level Faculty Development Programme on Perspectives and Strategies on Contemporary Issues in Physical Education and Sports organized with the association of Physical Education Foundation of India (PEFI) and Karnataka chapter from August 22 to 26. On 29th May 2021 - 'Research Knowledge Series' on the topic - 1. "Developing a Research based paper writing skill". 12th June</p>

2021 - 'Research Knowledge Series' on the topic - 2. "An Overview of Objective and Hypotheses setting in Research" for the staff and students was organized. 26th June 2021 - "Research Knowledge Series' on the topic - 3. " E-Resources for Research". 10th July 2021 - "Research Knowledge Series' on the topic - 4. "Basics and Techniques of Writing Student research Projects". All the four topics under the title Research knowledge series were through the online mode.

Measures of Slow/Advance level

Slow and Advanced learners could not be identified due to lockdown and online delivery of teaching and learning. The evaluation process was also carried out through online. However faculty members provided reference materials to the average learners and motivated them to follow the scheduled time-table in study. Homework was given to standardize learning. Faculty members also counsel the students during the delivery of lecture. Advance learners were provided references of e-books for access and study. Further they were advised by the faculty members to contact them and clarify the doubts, engage in deliberations and discussions on the subject if any. Peer learning also encouraged through the whatsapp groups. Slow learners benefited from this methodology. Requisite learning tools have been promoted through online eg:- shareit, Google meet, zoom and

whatsapp these social media and learning apps were adequately utilized. During offline classes held from January to March, slow and advance learners were identified from the Internal Assessment performance.

Good citizenship, initiating patriotism, Green consciousness social harmony :

Good Citizenship & Initiating patriotism: A National level webinar on 7th August, organized on a theme of Indian Constitution with special focus on citizens duties by the dept.fo political science and economics as inter department activity. Celebration of constitution day was done on 26th November with 85 participants taking oath and remembering the contributions of Dr.B.A Ambedkar and other prominent freedom fighters. Independence day celebration through online promoted. Faculty members were informed to send greetings with Quotes to remember and feel the experience and significance of freedom. Further Teachers day also celebrated by the students by sending greetings to the Teachers and exchanging the importance of Teachers role, and remembering the legacy of Dr.Radha Krishna - The second President of India The speakers club had a self-introduction and JAM session on 27th February, a session on How to manage your time effectively was conducted on 12th March. These activities aimed to train the personality perception and good citizenship behaviour. Green consciousness social harmony : The innovation

club organized online Green day photographic competition, where the students had to participate along with their family members wearing green outfits. The objective was to create awareness on environmental protection and instill a sense of green consciousness. Cash prize was awarded to the winners. The Department of Sociology and Women Cell organized National level webinar on Psycho social intervention to Combat uncertainty during pandemic outbreak on August 26, with the aim of developing personal and social responsibility among the students

Analysis and Action Report of Feedback Mechanism on Two counts ; Curriculum Teaching, learning and Evaluation

The college has a system of structured feedback, which is obtained from the stakeholders, analysed and the necessary action report is submitted to the Principal. Feedback on curriculum, Teaching, learning and Evaluation is collected by the convenors of Criterion 1 and Criterion 2 respectively. Feedback has also been collected from the students on the activities conducted, Suggestion from Alumni and PTA for the overall development of the college is taken during the AGMs. Analysis and summarization is done by the concerned authority who conducts the feedback, Student Satisfaction Survey is conducted on 7 Criteria to examine the areas of improvement and scope for upgradation The Non-teaching feedback mechanism is in place,

	<p>Necessary action is taken by the Principal based on the Feedback. IQAC supervises the feed back mechanism. AAA has been conducted for the Faculty, Teaching and Administration Departments. Filled self-appraisal forms are analyzed for the organization of faculty Development programmes.</p>
Peer Mentoring Programme	<p>To assess the teaching ability, class control, pedagogy, attentiveness in the class, interactive process, question and answer methodology, the heads of the Department conduct Peer mentoring Programme once in the semester by involving the senior faculty. Any good practice followed by the faculty would be encouraged and shared with other members. Due to online mode of odd semester, this practice could not be taken up, however in the even the semester, this has been continued. The HODs convene the meeting and share the entire process. Due to covid-19, FDP has not been conducted. However many faculty members engaged themselves in certificate and knowledge sharing programmes.</p>
Admission Campaign	<p>The responsibility of campaigning for admission is entrusted to the Deans. Strategies for campaigning such as procuring the list of PU colleges, materials for presentation of slides, and brochure are planned and the same is distributed among the team members. Six teams of faculty members were formulated</p>

	and each group was assigned with 6-8 colleges. Faculty members visited the college, oriented the students and obtained the feedback which was handed over to the Deans and then reported the same to the Principal and Management.
Programmes introduced B.SC(Home Science and BCA course	The college obtained permission to start admissions during this academic year for two programmes B.Sc.(Home Science) and BCA. Further, chemistry course is introduced in the B.Sc. programme instead of Statistics by adhering to the guidelines of Mangalore University and permission from Karnataka State Govt Higher Education Department
Improvisation of Two distinct Institutional Practices	The various associations of our college are entrusted with the responsibility of conducting training programmes focusing on Women empowerment through Entrepreneurial and Employability Skill Development. Inculcation of Traditional and Cultural values to promote harmony among different sections of students, bridging the linguistic and regional barriers.
<b>13.Whether the AQAR was placed before statutory body?</b>	No
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	
Name	Date of meeting(s)
Nil	Nil
<b>14.Whether institutional data submitted to AISHE</b>	

Year	Date of Submission
2020	09/03/2020
<b>Extended Profile</b>	
<b>1.Programme</b>	
1.1 Number of courses offered by the institution across all programs during the year	26
File Description	Documents
Data Template	<a href="#">View File</a>
<b>2.Student</b>	
2.1 Number of students during the year	220
File Description	Documents
Data Template	<a href="#">View File</a>
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	405
File Description	Documents
Data Template	<a href="#">View File</a>
2.3 Number of outgoing/ final year students during the year	293
File Description	Documents
Data Template	<a href="#">View File</a>
<b>3.Academic</b>	
3.1 Number of full time teachers during the year	59



File Description	Documents
Data Template	<a href="#">View File</a>
3.2	3
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>4.Institution</b>	
4.1	52
Total number of Classrooms and Seminar halls	
4.2	2973524
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	148
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

The institution being affiliated to Mangalore University ensures effective curriculum delivery by all the Faculty members. It follows the academic calendar provided by the University. Keeping in mind the subjects to be taught every semester and the existing workload, a general timetable is prepared. Thereafter each department prepares a teaching plan by dividing the syllabus among the faculty in the department. The students are provided an insight to the curriculum and the topics to be learnt through an orientation by the respective teacher. This is followed by classroom teaching and other interactive activities such as general discussions, peer teaching, PowerPoint presentations, quiz, academic tests, assignments, project works, etc. through which the students get a deeper knowledge of the curriculum and its relevance to the present times. Extra coaching is provided to average learners, while additional reference books are

issued to advanced learners. This helps them to improve their cognitive skills and performance in the exams. Tutorials, class tests, assignments and counseling sessions are conducted periodically to assess the comprehending ability and mindset of the students while remedial classes are conducted after reviewing the exam results. Practical, theoretical and oral exams are conducted as per schedule. However, during the year due to the COVID situation, the Curriculum implementation was done through online classes till the end of December 2020. Links to various online reference material is provided to them to get a deeper knowledge of the prescribed curriculum. Online Quiz, webinars, skill -oriented programmes, and interaction sessions are held to motivate the students and thereby equip them to face the challenges of the world. With the commencement of offline classes in the month of January 2021 regular teaching learning process fell in place.

The institution strictly follows all the guidelines issued by the University from time to time and the IQAC supervises the same. The curriculum is enriched by the participation of the teachers from the institution in the Board of Studies; Syllabus related meetings, Seminars, Workshops and Webinars conducted by the Academic bodies of the University. The effective delivery of the curriculum involves a systematic approach. The work schedule is carefully planned giving weightage not only to the required number of hours but also to incorporate add-on and Certificate courses. The library books are purchased from time to time keeping in mind the changes in the Syllabi All the laboratories are upgraded annually as per the requirement of the syllabus.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://bwc.besant.edu.in/documents/737/BWC_Calendar_2020-2021.pdf">https://bwc.besant.edu.in/documents/737/BWC_Calendar_2020-2021.pdf</a>

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

Being an affiliated institution, the college strictly follows the calendar of events planned by the University. After the University announces the timeline of events, for the academic year, the college prepares an academic calendar clearly mentioning the dates for the conduct of regular classes, student council activities, internal

assessment examinations, evaluation important seminars, workshops, significant events like the Independence Day, Founder's Day, Gandhi Jayanthi, Sports Day, College Day, and the like. The College Calendar is uploaded on the website and also distributed to all the staff and students.

The IQAC ensures the conduct of the various activities in accordance with the order specified in the college calendar. The Principal discusses the plans and programmes for the year in the Staff and the student council meetings, thereby preparing them for the activities lined up for the year. Useful suggestions are incorporated for effective discharge of duties and responsibilities.

Department and committee meetings are held periodically to review the progress of activities and ensure the systematic implementation of the curriculum.

The internal exam dates are announced well in advance so that the students can make the necessary preparations and the staff can complete teaching and revising the topics.

Softcopies of the Question papers are prepared and submitted by the teachers to ensure error free question papers. Practical exams are also held as per schedule. Students are expected to submit their assignments on time and the results of the internal exams are disclosed through marks cards.

The parents or guardians are invited to the college on a particular day to see and sign the marks card of their child. The class mentors discuss the progress of the student or problems if any, with the parents.

Thus the Institution adheres to the academic calendar and ensures continuous evaluation

File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
Link for Additional information	Nil

**1.1.3 - Teachers of the Institution participate in A. All of the above following activities related to curriculum development and assessment of the affiliating University and/are represented on the**

following academic bodies during the year.

Academic council/BoS of Affiliating University

Setting of question papers for UG/PG

programs Design and Development of

Curriculum for Add on/ certificate/ Diploma

Courses Assessment /evaluation process of the

affiliating University

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	No File Uploaded

## 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

9

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

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)

5

File Description	Documents
Any additional information	<a href="#">View File</a>
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

111

#### 1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

91

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

### 1.3 - Curriculum Enrichment

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

Motivational talks are held every morning by the lecturers on topics relating to Human values, Environment, Professional ethics, Gender equity and the like. Motivational talks are the tools that help to induce confidence, boosts the morale of the students, and inculcates moral values to deal with the community and society as a whole. They are enlightened to work in teams and gain effective results. It enhances cognitive learning and is also a major factor that impacts the learning and achievements of the students.

Almost every student at one or another point in their life will experience low moments and feelings of demotivation. Thus, Motivational talks will have a positive influence on the minds of the students.

Motivational talk on professional ethics governs the behavior of a student in the work environment. It grooms the students and cultivates positive behavior in them by enlightening on the professional values and rules that have to be followed in all situations of life. Thus the students will be transformed academically and emotionally and become the most responsible citizens of the country.

The weekly value education sessions by the mentors/tutors provides values on how the students should deal with their fellow mates and colleagues. They should have a positive and friendly attitude towards people around them. It also gives them insights on how to safeguard environment and ecology so as to sustain it for our future generation. They should build a pragmatic attitude towards the nature and the environment as a whole.

- Environment Club/Studies
- Gender Equity
- Cross Cutting issues
- Gender studies

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	<a href="#">View File</a>

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

6

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	<a href="#">View File</a>
Number of courses that include experiential learning through project work/field work/internship (Data Template)	<a href="#">View File</a>

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

93

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

## 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**

**B. Any 3 of the above**

File Description	Documents
URL for stakeholder feedback report	No File Uploaded
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	No File Uploaded



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

**B. Feedback collected, analyzed and action has been taken**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	Nil

## TEACHING-LEARNING AND EVALUATION

### 2.1 - Student Enrollment and Profile

#### 2.1.1 - Enrolment Number Number of students admitted during the year

##### 2.1.1.1 - Number of sanctioned seats during the year

840

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

#### 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

149

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

### 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 learning levels of the students are assessed periodically by way of conducting internal assessments, class tests, quizzes, assignments, projects, internships, and end semester examinations. Specific time slots are allotted for the slow learners

and advanced learners based on their performance in the above.

The faculty keeps track of the progress in the academic performance of the students.

Strategies for Remedial coaching are devised for slow learners based on their requirements. The following programmes are designed:

- Student Peer Groups: An Advanced Learner is assigned to every slow learner strictly observed by the teacher in charge, to provide academic assistance throughout the academic year.
- Bridge Course: is conducted at the beginning of the first semester in Mathematics, English, Accountancy, BCA and BBA
- Remedial classes are handled by experienced faculty members to ensure that students comprehend the subject thoroughly and they continue until the students are on par with their peers in the class.
- Learners who need support in improving their communication skills are groomed through Spoken English classes.
- Course assignments are framed to include usage of library facilities.
- For students with medically certified learning disability or physically challenged, additional time (extra one hour) is provided during exams.

The College offers the following add-on courses for Advanced/slow Learners:

- Advanced learners are encouraged to engage in project work. They are allotted faculty as mentors to guide and finalize the reports after which it is published in the College Magazine.
- Advanced/slow learners are encouraged to take up certificate and value added programmes. Entrepreneurship Development Programmes (EDP), Women Entrepreneurs through Women's Cell , Skill enhancement programmes are organized to prepare the students to meet the Industry demands. In addition, they are also encouraged to take up MOOCs through SWAYAM, COURSERA and UDEMY. Advanced learners can earn an additional credit by completing these courses.
- The PG Departments provide space for students to go beyond classroom learning and engage in projects and activities aimed at enhancing their skills.

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

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

Number of Students	Number of Teachers
902	59

File Description	Documents
Any additional information	<a href="#">View File</a>

## 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 College aims to develop competencies such as critical thinking, reflective thinking and problem-solving skills through student-centric teaching-learning methods. The teacher, in this context, acts as an architect who helps in designing the structure to enhance the learning experience of the students keeping in mind the needs, interests and capabilities of students.

The well designed Teaching - Learning process in this college has resulted in providing effective learning process, some of which are:

**Experiential Learning:** through Outbound Learning Programmes that provide students with a rich experience of the workplace environment. Activities under this include:

- Industrial visits in and around the city to get a better insight about organizational functions.
- Field visits to connect theory with Practical education.
- .Project work, Internship in corporate and other sectors to imbibe practical experience.
- Simulation workshops, role plays and theatre activities are organized for practical learning.
- Outreach Programmes and Rural Exposure programmes to sensitize students in ground life realities and social responsibilities.

- Students visit Courts, Press clubs and Stock Markets as part of their assignments.
- Viva - Voce, conducted to evaluate the outcomes of experiential learning.

Participative Learning: The College has adopted participative learning and problem-solving methodologies, for the students to be innovative and creative. Activities are :

- Webinars by various departments in which students participate and present papers. The Research and Development cell conducts paper presentation competition, knowledge sharing sessions and webinars.
- Group Discussions, Debates & Quizzes are organized as part of Curriculum, Instruction and Assessment.
- In Flipped Classroom Method, students are expected to go through the reading materials and come prepared for a classroom discussion. The notes or hand-outs of the next few classes are provided before the classes commence and are sent to the students through e-Mails / WhatsApp or /google Classrooms.
- The various association, clubs and departments activities aid in student participative learning as the activities are planned and executed by the students under the guidance of Association heads and faculty members.

Problem Solving Methodologies: As an integral part, all courses in all programmes have Problem solving methodologies :

- The theoretical explanations are supported with practical knowledge to the students through practical courses like Tally, Excel. Designing application packages like CorelDraw, InDesign, Photoshop, serve as hands-on learning methods and aids in employability.
- Students are encouraged to take up Research Projects in which they need to identify a research problem and apply problem solving techniques learnt in the classroom.
- Book reviews & Case Studies are introduced in class to acquaint the students with real issues of business
- Open book tests, research-based library work and other Library based assignments are given to the students.

- Along with these programmes, guest lectures, seminars/webinars supplement the learning experience of students. Other teaching methods like Shared Teaching practice and the utilization of technology through the use of LCD to present a topic, help to enhance the learning experience of students.
- After the lockdown 1.0 due to Covid-19 classes were still conducted through online mode.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	<a href="https://bwc.besant.edu.in/en/news/international-level-student-career-development-webinar-dept-sp-csc/">https://bwc.besant.edu.in/en/news/international-level-student-career-development-webinar-dept-sp-csc/</a>

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

All teachers use ICT enabled tools to teach the students. General ICT tools for teaching and learning. The use of ICT creates positive impact on their education and has enabled flexible and more personalized learning. The quality of work has improved and has provided them the confidence to perform enhanced learning tasks.

ICT usage by teachers has enabled collaborative learning where the students are motivated to participate in visual representations and improved modes of presentation.

ICT was the only mode available during online teaching which helps the students to interact with their peers and the teachers. Internet as a research tool was frequently used.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

### 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

52

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	No File Uploaded
mentor/mentee ratio	No File Uploaded

### 2.4 - Teacher Profile and Quality

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

16

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
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

11

File Description	Documents
Any additional information	<a href="#">View File</a>
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)	<a href="#">View File</a>

### 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

59

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

## 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.

The college prepares an Academic Calendar in line with university calendar prior to the commencement of the academic year in consultation with the Heads of the Departments. Later, the College organizes an orientation programme to familiarize them with the rules and regulations of the affiliating university, examinations, evaluation process and also standard procedure for internal examinations of theory and practical papers.

For transparent and robust for internal assessment, the following mechanisms are conducted

- Internal Examination Committee
- Question Paper setting
- Conduct of Examination
- Internal Squads
- Declaration of Results
- Tests, assignments, projects, paper presentation & Seminars
- Viva Voce for practical courses.
- Identifying Advanced learners and slow learners
- Extra Coaching through- Remedial classes, peer teaching, group study, re-tests, assignments, practice classes

The Internal assessment marks are communicated to the students for which their signatures are obtained. The marks is later submitted to the University. The First and Second year students were promoted based on 50% of the current year's Internal Assessments marks and previous year's semester examination during the Lockdown period for



the academic year 2020-2021.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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

The College has a very effective mechanism to cater to the grievances of the students related to Internal Assessments.

The students are free to bring to the notice of the examination committee if there is any changes required in the time table.

To ensure proper conduct of examinations invigilation duties are assigned to faculty members.

After the evaluation answer papers are distributed to the students the answers are discussed.

Opportunity is given to the students to redress the grievances with regard to any clarification, discrepancy in marks allotted, mistake in totaling.

The corrected answer scripts are verified at random by the HoD to ensure that there is no erratic evaluation.

Any dissatisfaction related to the assessment and award of marks has the liberty to approach the concerned HoD who can intervene and seek opinion of another course Teacher, if required.

The college permits a student to appear for re-test or re-examination in case of absence due to genuine reason, participation in sports, inter-collegiate and cultural competitions on provision of request. They are also permitted to submit the assignments after the due date.

Students performance and attendance is informed to the parents when the marks cards are distributed by the Mentors.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

## 2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The Programme Outcomes (PO), Programme Specific Outcomes (PSOs) and Course Outcomes (Cos) are framed in the meeting of Boards of study chaired by respective chairpersons.

Program Education Objectives, Program Outcomes and Course Outcomes for all programs offered are mentioned in the syllabus drafted by the BOS. The teachers communicate the same to the students while introducing the course. For further information the teachers and students can visit the College Website [bwc.besant.edu.in](http://bwc.besant.edu.in)

The HoDs, faculty members and Coordinators of Certificate/Add on course emphasize the importance of attaining the programme outcomes and specific outcomes in all the interactions with the students.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

Every course has a definite set of course outcomes and matching evaluation criteria. The performance of the students in the examinations during the semester in each course is used to compute the level of attainment of the POs

### Assessment of Course outcomes

The process of Course Outcome assessment is based on Internal

examinations and semester end examinations.

Internal Assessments marks are calculated on the basis of Internal Examinations out of 50 marks, class tests / Assignments/ project work/ paper presentation/seminars/ once in each semester.

Semester End Examination is descriptive, and a measure for assessing whether the entire COs are attained.

In the case of programmes with practical courses, practical examinations and Viva voce are conducted to evaluate the knowledge and skills acquired upon completion of the said course.

#### Attainment of Program Outcomes and Program Specific Outcomes

All the courses which contribute to the PO are evaluated through the Course Outcomes using 20% weightage of Internal assessment and 80% weightage of Semester examination. The overall results from the assessments of the PO are compared with the expected attainment. The PO is considered satisfied on attainment of the expected level.

For each course, the level of attainment of each CO is compared with the predefined targets, and if not attained, the course coordinator / Faculty members takes necessary steps for improvement.

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

### 2.6.3 - Pass percentage of Students during the year

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

293

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
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://bwc.besant.edu.in/documents/751/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)**

0

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

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

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

0

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

### 3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

#### 3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

41

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 3.2 - Research Publications and Awards

#### 3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

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

17

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

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

##### 3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 3.3 - Extension Activities

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

Rangering is the senior wing of Scouting and Guiding under Bharath Scouts and Guides. It's a voluntary, non-political, educational movement for young people. Its main motto is 'service'. It develops young people in achieving their full physical, intellectual, social and spiritual potentials as responsible citizens and duty-bound individuals in society and communities.

The Rangering unit students of our college are actively engaged in various outreach and extension activities. They always extended their service in the programmes such as Swatch Bharath - cleaning activity at public park, beaches etc. But the situation of Covid-19 gave lots of opportunities to render service to community in various forms. Some of the activities and programmes in which the Rangering unit students involved are:

Their intensive participation as frontline covid warriors by being equivalent to the staff of Police Department, Health Department, Education Department of Karnataka in the form of sanitizing, thermal scanning, maintaining distance, making to wear masks etc. towards:

1. SSLC exam candidates in five different examination centers for 6 days
  2. CET exam candidates in one center for 2 days
  3. KPSC exam candidates in one center for one day.
- Mask Donation, which was a small contribution towards the distribution of masks to Police Department of Karnataka.
  - Cleanliness drive program in an around the college area in collaboration with Canara college Ranger and Rover students.
  - Awareness programme on Health and Fire Safety measures organized jointly with NSS unit and Red Cross unit, conducted by the team of First Neuro Hospital, Mangalore

- Thermal scanning and sanitizing for District level of prize distribution programme of SSLC students at Town Hall.
- Campus cleanliness drive jointly with NSS and Red Cross unit students.
- Awareness programme on the second wave of covid-19, safety measures to prevent covid and importance of vaccination to the shop keepers, street hawkers and general public at Kudroli ward area, Mangalore as per the order of DC of DK district.

All these activities exposed them to life skills to face Covid-19, by following protocols of Covid-19 and keeping safe without being vaccinated.

The intense participation in such programmes inculcates spirit of good citizenship , service orientation and helps them in the holistic development of personality.

File Description	Documents
Paste link for additional information	<a href="https://bwc.besant.edu.in/en/news/besant-community-service-rangering-unit-2021/">https://bwc.besant.edu.in/en/news/besant-community-service-rangering-unit-2021/</a>
Upload any additional information	No File Uploaded

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

#### 3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

3

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>

### 3.3.3 - 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



### 3.3.3.1 - 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

6

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	<a href="#">View File</a>

### 3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

#### 3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

77

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 3.4 - Collaboration

#### 3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

11

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded

### 3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

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

2

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

## 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 laboratory chemical fume hood is a local exhaust ventilation system used in laboratories to reduce exposure to hazardous fumes, vapors, gases and dusts.

The purpose of a chemical fume hood is to prevent the release of hazardous substances into the general laboratory space by controlling the release.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

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

Facilities available for cultural activities are :

State of the Art Auditorium with 800 seating capacity to perform the cultural activities. 2 green rooms with basic facilities needed for

makeup, change of costumes and keeping of props are available. An attached washroom is available. Adequate acoustics and Mikes are available.

Classrooms after the class hours are used for practice session by the students.

Sports: Sports room, Gym and Indoor sports facilities are available in the institute. For outdoor games like Throw ball Volleyball, Ball badminton and kabaddi students use the ground available in our sister Institution for practice. The quadrangle available in the Institution is also used for fitness practice. Mangala stadium, a public stadium nearby is available free of cost for practicing Athletics and weight lifting. Arrangement for free coaching in wrestling at DVH Urvastore is made by the Institution.

To compete in the Inter-collegiate yoga competition, training classes are held in the auditorium. Similarly Badminton is practiced in the auditorium.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
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.

27

##### 4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

27

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 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)

2973524

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

#### 4.2 - Library as a Learning Resource

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

Library is partially automated with standard version of Easylib Software.

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources B. Any 3 of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

#### 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)

93995

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

#### 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

35

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

#### 4.3 - IT Infrastructure

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

Yes.

##### Description:

The institute upgrades its infrastructure regularly depending on the urgency and need. The IT infrastructure is spread over to all the Departments, library and, Administrative section of the college. These facilities are continuously upgraded to meet the day-to-day requirements, due to the change occurring in the of introduction of new curriculum, laboratories, office management software Tally with GST (ERP) and university systems (UUCMS for Admission).

The upgradation is in the form of changing the Computer hardware components if required, addition of bandwidth, replacement by high capacity cables (CAT 6 cable for internal LAN and OFC (Optical Fibre

Cable) for longer distance, addition of service provider to keep substitute open, extension of continuous power supply facility, Generator upgradation etc.

There are total 148 desktop computers and 04 laptops as a part of the infrastructure. Whenever configuration of machines are needed the in the laboratories used by departments like Computer Science (CS), Secretarial practice, Commerce Vocational are upgraded depending upon the change in University curriculum. Presently these machines have high end configuration as intel Processor, 4 GB RAM, 500 GB HDD. Networking of these terminals is done using 24 port switch and D Link router. Four computer labs with LANs were set as per the requirement. Backup in the form of UPS is available for all terminals (15 mins backup). The important data is backed up on an external storage of 4 TB attached to a server, on a weekly basis. 24 Classrooms are equipped with LCD Projectors. The Auditorium and the A.V Room are also equipped with HDMI cable and internet facility.

The Office Automation has been implemented for the Accounts Department using Tally ERP 9 Version.6.5.5. Tally is also used to track the student's pending fees if any..

The library is using the Easy-Lib 11.2.17 for tracking the issues and receipts of the books in the Library. A barcode reader with printer and the bar Code generator is also available in the Library. The software has also built-in Control for OPAC (Online Public Access Catalogue)

The College has full-fledged Website which updated regularly by the College staff.

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

**4.3.2 - Number of Computers**

148

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	No File Uploaded

**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	No File Uploaded

**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)**

391324.00

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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 maintenance committee headed by a maintenance officer supervises the regular maintenance of physical infrastructure of the campus. A Structured format is prepared by the committee for the judicious use of Physical infrastructure.



Full time housekeeping staff is appointed for cleaning and maintenance of the buildings.

A full time electrician is appointed for electrical maintenance.

The maintenance of computers, lab equipments, water purifiers, gym equipments, CCTV cameras, power backup systems and fire extinguishers is done as per need through external technicians. Any kind of repair work is done on request made by the concerned staff to the maintenance officer. Pest control in the library, Plumbing and Security services are carried out by external agencies on need basis.

Utilization of Support facility: Sports Support facilities available in the college for sports is utilized fully. The facilities available in the sister institutions can also be used by giving a written request.

#### Laboratories:

1. Four Computer laboratories to be shared by the Departments of Secretarial Practice, Computer Science, Data Processing, Mathematics and Computer Application based on a timetable. The department of Computer Science processes the requirements maintains the computers and peripherals. The English Language Lab to be used for enhancing the language skills.

2. Standard Operational Procedures for handling various chemical, equipment's and instruments are strictly followed in the Physics and Chemistry labs by the students and staff of B.Sc and B.Sc. FND.

3. Dead Stock register consisting of irreparable or unusable items is maintained and updated annually after the stock verification, inspected by the IQAC and handed over to the Maintenance officer at the end of the year.

4. Obsolete equipment's, Computers, chemicals and instruments are discarded complying with the procedures

#### Library:

1. The student on entering the library must sign in the register

kept for the purpose. Every student is given two Library Cards and can borrow books every week.

2. Every student can access online journals and magazines through computer terminals available in the Library for a nominal payment.

3. All students are free to use the central reading rooms available in the library, which are open from 8.15 a.m. to 4.30p.m. for reading newspapers, magazines, journals and also for reference work.

4. Book bank facilities are available

#### Class Rooms:

1. Spacious and well ventilated Classrooms are allotted as per the student strength.

2. The Student Representatives are responsible to supervise the cleanliness of the class room, maintenance of furniture and the projectors. The requirements are reported to the maintenance officer through their class mentors.

3. The cleanliness of the campus is supervised by the office bearers of the student Council who report to the Student Welfare Officer.

4. State of the art auditorium and Three Seminar halls are managed by the administrative staff.

#### Sports & Games:

The Gym, Indoor and outdoors sports equipments / materials are under the supervision of the Physical Directress and maintenance officer.

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

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

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

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

140

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
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)	<a href="#">View File</a>

### 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

59

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>

**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**

**B. 3 of the above**

File Description	Documents
Link to institutional website	<a href="https://bwc.besant.edu.in/en/">https://bwc.besant.edu.in/en/</a>
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

129

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

129

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**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	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>

## 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

26

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	No File Uploaded

### 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

61

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

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

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

**examinations) during the year**

0

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	No File Uploaded

**5.3 - Student Participation and Activities****5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year****5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

0

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

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 )

- Student Council is elected democratically through E-Voting.
- The Student President, Vice President, Secretary, Joint secretaries represent all the students in Administrative bodies like IQAC, Discipline Committee, Maintenance Committee, Grievance Redressal Cell, SC/ST Cell, Anti Ragging and Sexual Harassment Cell and Quality Circle,
- Students represent in Co-curricular and extracurricular activities of the College through Associations/Clubs/Cells as

**Student secretaries.**

File Description	Documents
Paste link for additional information	<a href="https://bwc.besant.edu.in/documents/366/Student_Council_Class_Rep_MentorTutor_2020-21.pdf">https://bwc.besant.edu.in/documents/366/Student_Council_Class_Rep_MentorTutor_2020-21.pdf</a>
Upload any additional information	<a href="#">View File</a>

**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**

12

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	<a href="#">View File</a>
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)	<a href="#">View File</a>

**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

- Alumni Association was registered on 27th November 2020. However, the association was contributing to the college as a stakeholder from the past 20 years.
- A sum of Rs.20,000 was distributed among 20 deserving Students as scholarship.
- No of Students enrolled during the year is 278.



File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

File Description	Documents
Upload any additional information	<a href="#">View File</a>

### GOVERNANCE, LEADERSHIP AND MANAGEMENT

#### 6.1 - Institutional Vision and Leadership

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

**Vision** To bring higher education within the reach of all women who seek it. Admission on a non-discriminative basis to help them evolve into competent individuals to be of better service to the family and the society.

#### Mission

- To instill and sustain in the students a lasting desire to seek knowledge and to impart to them the skills to acquire it.
- To develop qualities essential to make students proficient in the two most vital feminine concerns of the modern times - home and career.
- To kindle in the students an awareness of their rights and responsibilities and to impart to them the basic human values to evolve into thinking, independent and self-respecting women.
- To help the students acquire a scientific temper in the process of learning and strive for sound knowledge in the disciplines of Humanities, Science and Commerce.
- To inculcate team spirit and leadership skills in the students to ensure success in their professions and to assume career responsibilities.
- To inspire in the students a deep sense of pride for the nation and its culture along with a progressive and global

outlook.

The institute strictly adheres to the policy of non-discrimination through effective leadership and governance. For the effective implementation of the policy the institute has internal organization structure. The governing council is at the helm of affairs. The governing council delegates all the academic and operational decisions based on the policy of the academic mentoring headed by the Principal in order to work in tune with the vision and mission of the college. Besides this, number of committees and associations are formed for the smooth functioning of the college. The faculty members are made in charge of these committees and are given autonomy to conduct various activities. Each association has a student representative. They are encouraged to develop leadership qualities by being in charge of the Committees/ Association/Cell/Clubs. Two faculty members represent the staff in the governing council. The office superintendent being in charge of administration is also called to attend the meeting of the governing council. The Internal Quality Assurance Cell plans the activities and also supervises the execution at different levels. It suggests new changes and improvements for quality enhancement.

File Description	Documents
Paste link for additional information	<a href="https://bwc.besant.edu.in/en/administration/vision-mission/">https://bwc.besant.edu.in/en/administration/vision-mission/</a>
Upload any additional information	No File Uploaded

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

The institution achieve success to the joint efforts of all the stakeholders. The institution focuses on decentralization by providing equal opportunities to all the stakeholders. The decentralization and participative management is practiced in the Institution while chalking out the policies, taking decisions and the implementation. The governing council of the college fulfills the required needs of the institution. The principal being the head of the institution plays a vital role in managing the academic and administrative affairs. For the effective implementation of policies various committees are formed. The faculty members with student representative are given the responsibilities of coordinating the activities. The student welfare officer with the assistance from the other faculty member see to the conduct of free and fair election.

Student welfare officer will brief the contesting candidates about the eligibility criteria, filling of nomination code of conduct etc. Candidates contesting for the election can file the nomination in a prescribed format and can also withdraw it within the prescribed time limit. Public campaigning system is in practiced The institute conducts student council election in a democratic way. As a part of go green initiative and digital empowerment the institute has adopted to an electronic voting system. The representatives of the associations/clubs/cell are nominated. Thus the institution encourages the students to develop leadership skills by providing an opportunity to participate in good governance.

The Student council members take an oath of office administered by the Principal. The student council meets together as per the instructions of the student welfare officer in order to plan and implement the activities. Student council is a platform to raise their voice related to issues/grievances concerning students which is referred to the appropriate committee for necessary action.

File Description	Documents
Paste link for additional information	<a href="https://bwc.besant.edu.in/en/news/student-union-election-academic-year-2020-2021-conducted-through-e-voting/">https://bwc.besant.edu.in/en/news/student-union-election-academic-year-2020-2021-conducted-through-e-voting/</a>
Upload any additional information	No File Uploaded

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Due to Covid-19 pandemic the institution had to change the perspective plan to the online platform for admission, teaching learning, co-curricular activities and examination process. The teachers were provided with required facilities and training in order to equip themselves to carry online teaching through platforms like Google Meet, Zoom whatsapp etc.

Co-Curricular : Since offline participation in co-curricular activities was not possible during the year, the students were encouraged to participate in the cultural activities online by organizing innovative programmes for them and also through the conduct of competitions to exhibit their talents and skills. Online platforms were extensively used by the students to showcase their

talents, innovation and creativity.

Faculty development programmes, knowledge sharing series, national and international webinars were organized by the institutions using online platform. The internal examination was conducted through online mode.

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

The institution is sponsored by the Women's National Education Society. The governing council comprises of the President, Vice President, Secretary, Treasurer and members elected at the Annual General Body Meeting of the society every year. The Principal of the institution is chosen from among the qualified members of the faculty based on seniority to serve as the chief executive officer. The primary duty of the principal is to maintain high academic standard. He/She shall be responsible for communicating and executing to the staff, the guidelines and the policies evolved by the management and for their effective implementation.

The organizational structure is uploaded.

Service rules, policies and procedures: The institution follows the government service rules and the policies and procedures are framed by WNES.

Appointments: Information regarding vacancies for different posts are published in the newspaper. The selection board consisting of the Secretary, the Correspondent, the Principal, HoD and subject expert conducts the interview.

File Description	Documents
Paste link for additional information	<a href="https://bwc.besant.edu.in/documents/763/Code_of_Conduct_Staff_NEW.pdf">https://bwc.besant.edu.in/documents/763/Code_of_Conduct_Staff_NEW.pdf</a>
Link to Organogram of the Institution webpage	<a href="https://bwc.besant.edu.in/documents/749/Organisation_Chart_Organogram.pdf">https://bwc.besant.edu.in/documents/749/Organisation_Chart_Organogram.pdf</a>
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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<a href="#">View File</a>

## 6.3 - Faculty Empowerment Strategies

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

The institution provides welfare measures to all its employees. They are provided with provident fund, ESI facilities, 15 days casual leave, 10 Earned leave for teaching and 20 earned leave for Administrative staff, provision for encashment of earned leave, maternity benefit and gratuity benefits. The teaching staff are provided special casual leave to attend BoS, BoE, of the University as well as autonomous colleges and also to attend conferences, seminars, symposium both at national and international levels. The institution gives financial assistance for teaching staff for attending seminars, symposiums, workshop etc. The institution encourages the teachers to pursue higher studies and research. They are permitted to take up responsibilities as members of the promotion committee of other institution. The institution provides interest free loan on need basis to the teaching staff for pursuing

their Ph.D programme. Currently thirteen staff members are pursuing Ph.D in different universities. The staff members are permitted to make use of the Wi Fi connection for their research work.

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

### 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

09

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

### 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

2

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	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>

### 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

5

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	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

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

The teaching and non-teaching members are assessed on the basis of their performance. The institution follows structured feed back mechanism. At the end of every academic year feed back is collected from the students. A separate team consisting of senior faculty members is formed to analyze the feedback forms. The team goes through the collected feedback and the report is submitted to the



Principal. The Principal along with the IQAC director and NAAC Coordinator suggest the required measures to improve the teaching quality of the faculty members. Feedback questions are carefully selected to evaluate the teachers on various parameters like clarity of the concepts of the subject, communication and presentation skills, willingness to help the students, commitment to the profession, punctuality, evaluation methods adopted, completion of the syllabus, use of ICT. Besides the overall opinion of the students about the teacher is also collected.

The feedback is collected from randomly selected 10 to 15 students from each class. The forms are filled by the students without disclosing their identity, which enable them to give unbiased and fair opinion.

Feedback forms having questions relating to the performance of the non-teaching staff is collected from the students on parameters like accessibility, communication, behaviour, guidance provided, interactive skills etc. The collected feedback is analyzed by the committee members and report is presented to the Principal for necessary action. Suggestions for improvement are given by the Principal on the basis of analysis.

File Description	Documents
Paste link for additional information	Nil
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

The Institution has an established mechanism for conducting internal audit of the financial transactions every year to ensure financial compliance. Mechanism used to monitor effective and efficient use of financial resources are as follows.

Internal audit is conducted by the Accounts in charge throughout the year. Receipts and payment books, vouchers, statutory contributions, Professional tax, gratuity and other recurring and non-recurring expenditures are verified. He has to reconciles the entries in the

passbook and cashbook which is approved by the Principal. Monthly statements of receipts and payments of aided and unaided programmes are prepared and presented in the Governing council meeting for scrutiny.

Before the commencement of every academic year the HoDs submit the estimate of the expenses of their concerned departments. The Principal along with IQAC Director, Deans and Accounts in charge will analyze and allocate the budget for departments, recurring and non-recurring expenses.

The Financial Statements for the year are also audited by the accounts department before it submitted to the Principal. Every year the books of account, Bank reconciliation statement and vouchers are audited and certified by the Chartered Accountant appointed by the Management. Books of account are also subject to audit by the State Government.

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

#### 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)

102615/-

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)	<a href="#">View File</a>

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

Institutional strategies for mobilization of funds and the optimal utilization of resources.

The institution has well planned strategies for mobilizing funds. The Institute receives funds from the state government. The funds received from the state government is spent on payment of salaries of the aided teachers as well as the permanent non-teaching staff members. The collection of funds through fees paid by the students is the main source of income for the institute. Management provides funds to the institution on need based. The institute has the practice of mobilizing funds through sponsorships which are collected from individuals, NGO's and corporates for organizing fests seminars, symposium, workshop and other events. The PTA and Alumni being important stakeholders provide financial assistance. The PTA contributes towards midday meal, scholarship and annual special camp of NSS and Red cross unit of the college. The Alumni Association contributes by organizing fund raising programme. It provides scholarship to the students.

Optimum utilization of the resources - The governing council of the institution allocates adequate funds for enhancement of teaching learning practices. Funds are also utilized for development and maintenance of infrastructure of the institution which is not only used for teaching learning and evaluation process but also let out on rental basis to external organization for the conduct of examinations such as (CA, SLET and other competitive examinations)

File Description	Documents
Paste link for additional information	Nil
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

Due to Covid-19, & lock down, offline classes were restricted. However the IQAC has contributed towards sustenance and enhancement of quality in Higher education through proper planning and supervision of the execution. The programmes and activities conducted are :

- Inter collegiate programmes
- Extension activities
- Webinars
- Training students council
- Plan of Action
- Departmental Programmes
- Learning Resources
- Extensive used Resource persons
- Helped in placement
- Deputed students to participate in the competition
- AAA - Self appraisal - Feedback -SSS

File Description	Documents
Paste link for additional information	Nil
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 a system of decentralization at different levels to review the process of teaching, learning and assessment. Deans and HOD's are playing a very significant role. Through Peer mentoring process and collection of feedback from the students, the learning process are reviewed at the meetings. Discussions and suggestions are put forth based on the pedagogical tools implementation. This enables the faculty member to improvise and strengthen the methodologies and approaches followed in teaching learning process. Mentoring and Tutoring systems will also enable the faculty members to monitor the performance of the students assessed during the assessment process. Faculty members will plan the course content well in advance, maintain work diary and receive feedback from the students. This enable the faculty and the department to bridge the gap between planned and the actual by taking the appropriate action. To supplement the curriculum, IQAC initiates demand oriented knowledge programmes the Department level.

Associations and clubs, in addition to exposure to society also conduct add on courses as per the market requirements. The IQAC reviews the teaching learning, assessment and learning outcomes more specifically through task sheets by the faculty members, Feedback mechanism, and AAA. Mentors orient the students , at the beginning of the semester about the learning outcomes of the programmes. In

our programmes students have expressed their opinion about the learning outcomes.

File Description	Documents
Paste link for additional information	Nil
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	<a href="https://bwc.besant.edu.in/documents/740/Deepika Magazine 2020-21.pdf">https://bwc.besant.edu.in/documents/740/Deepika Magazine 2020-21.pdf</a>
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## 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

Globally women have fewer opportunities for economic participation than men, less access to basic and higher education, greater health and safety risks and less political representation. Women empowerment is a critical aspect of achieving gender equality. In this context, our institution strives to bring higher education

within the reach of all girls who seek it, especially those who hail from economically and socially backward sections of the society. College through Women's education and awareness about rights aims to transform the social environment which is predominantly prejudiced against women

Measures initiated by the Institution towards -

Gender Equity and Sensitization related activities:

- The department of Sociology and PoSH organized National level webinar on the topic "Reproductive Health Problems in adolescence and young adults".
- National level webinar was organized by the department of Home Science on the topic "Protect Breast Feeding".
- The Women's Cell, EDP Cell and other departments regularly conduct Skill Development Programmes to enhance the entrepreneurial and employability skills.
- A talk was arranged by Women's Cell on the topic "Atrocities against Women".
- Programme on Menstrual Hygiene and First aid was conducted in the college by Red Cross Unit and Women's Cell
- R & D Cell organized an interaction with marginalized empowered women. The ordeal and the selfless service rendered by them, pain and disgrace, the courage and hardship they faced to bring a change in the lives of their fellowmen were unfolded to students which motivated them.
- An International Women's Day has been celebrated by inaugurating the Student Union Council depicting the theme 'Choose to Challenge' to empower the girls with the leadership quality. The council had also organized a workshop on Leadership titled "Called to Lead" through Google Meet Platform.
- Gender Champion Cell of PG center has created awareness about Gender Equality.

Safety and Security:

- The entire campus is under CCTV surveillance and only one gate is opened to monitor the movement of students.
- The UGC guidelines for Anti-ragging and Anti-sexual harassment have been uploaded in the college website to bring awareness.
- Safety guidelines and posters are displayed on the notice boards.



- Prevention of Sexual Harassment (PoSH) cell deals with sensitive matters and its redressal
- Suggestion/Complaint Box is kept in location accessible to all students. Their grievances/suggestions regarding academic or non-academic matters if any, can be communicated through the suggestion/ complaint box. The issues raised by the students are placed before the meeting of the Grievance redressal cell. Necessary action is taken to redress the grievances and implantation of the suggestions.
- The grievances of SC/ST students are addressed by the SC/ST Grievance Cell.
- The campus is protected by the compound wall. Watch man is vigilant throughout the day and entry of outsiders is restricted. Petty shops are not entertained near the gate.
- The board with anti-tobacco slogan is displayed near the entrance gate.
- Students are permitted to go out of the campus only with the permission of the Principal.
- If students prefer to travel by train in the ladies compartment they are permitted to come to late for the first hour.
- The leave absence of the students' must be signed by the parents and shown to the class mentor.
- The list of students with shortage of attendance is displayed on the notice board.
- First aid facility is available to the students. In case of need, they taken to the nearby Hospital after informing their parents.

#### Counselling:

- Mentors and Tutors are are allotted with 15 - 20 students, who are counseled regularly on issues raised by them.
- During Covid-19 a series of webinars were conducted by the Institution. The students and staff had the opportunity to interact with the Consultant Pediatricians, Adolescent Health Care Specialists, and Counsellors to clarify their doubts regarding various issues like managing Psychological problems, home isolation, Coping with balanced mind, prevention of covid, vaccination etc.

Common Room is also provided to the students to rest when they are ill.

Napkin vending and incinerators are installed in the washrooms.



During Covid-19 following welfare activities have been undertaken in the campus:

- Covid-19 Vaccination drive was arranged in the campus for the students, staff and family members.
- During Offline classes and exams RT-PCR reports of students were collected.
- SOP is strictly followed and related circulars are displayed at the entrance.
- Food kit was distributed to non-teaching staff of the institution.
- The department of Physical Education organized online physical fitness week with the intention of keeping the students and staff participants physically and mentally safe and healthy.
- The webinars on the topic "The Immune Boosters", and 'Therapeutic potentials of Herbs and Spices in relation to Covid-19" were conducted.
- In connection with 'National Nutrition week' online art competition was conducted to bring about awareness about nutrition and healthy eating habits.

File Description	Documents
Annual gender sensitization action plan	<a href="https://bwc.besant.edu.in/documents/760/7.1.1_Gender-sensi-actionplan_Saftey_Sec.pdf">https://bwc.besant.edu.in/documents/760/7.1.1_Gender-sensi-actionplan_Saftey_Sec.pdf</a>
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	<a href="https://bwc.besant.edu.in/documents/760/7.1.1_Gender-sensi-actionplan_Saftey_Sec.pdf">https://bwc.besant.edu.in/documents/760/7.1.1_Gender-sensi-actionplan_Saftey_Sec.pdf</a>

**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	<a href="#">View File</a>
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

Besant Women's College, being situated at the heart of the city, has deep concern to provide a healthy and safe environment not only to those residing in the campus but also to those living in the vicinity.

**Solid waste management:** Dustbins are kept and used. in all the class rooms, office rooms, staff rooms, libraries, labs and toilets to collect solid waste. The daily garbage is collected by the housekeeping personnel and handed over to the outsourcing authority appointed by the Mangalore City Corporation for further processing. Waste materials like plastic, papers etc. are collected and sold to scrap vendor from time to time.

**Liquid waste management:** All waste water lines from toilets are connected to the main drainage line of the City Corporation. Liquid waste from the FND laboratory are not hazardous and hence diluted and disposed in the washroom.

**E-waste management:** The agreement has been undertaken between and authorized agent and Besant Women's College to ensure the safe disposal and recycling of Empty toners, cartridges, outdated computers and obsolete electronic items. Old monitors and CPUs are repaired by the technician and reused.

**Vermi Technology Unit:** The kitchen waste from the departments of Home Science, FND and Canteen, dry leaves and papers from the campus are used to produce compost. Mannure is used for the plants in the campus and distributed to few neighbouring houses.

Environmental protection awareness board with slogans like "Save the Planet" is displayed in the college garden.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	<a href="#">View File</a>

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

D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
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:**

D. Any 1 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 with trees and plants

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
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**

D. Any 1 of the above

**3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities**

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	<a href="#">View File</a>

**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**

**C. Any 2 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	No File Uploaded
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 college provides admission to all those who seek it without discrimination of caste, creed, religion or language. There are**

students who come from different states. The college organizes and conducts several activities to build and promote an environment for ethical, cultural, and spiritual values among the students and staff. To develop the emotional and religious feelings among the students and the faculty, commemorative days are celebrated on the campus with the initiative and support of the management for not only recreation and amusement but also to generate the feeling of oneness and social harmony. These celebrations bring the students closer to each other's traditions and cultural beliefs and develop respect and understanding for each other's customs and traditions

Holidays are declared for regional religious festivals like 'Nagara Panachami', 'Bakrid', Srikrishma Janmashtami', 'Ganesha Chaturthi', 'Mahalaya Amavasya', 'Id Milad', 'Deepavali', 'Eve of Christmas', 'Makarāsankramana', 'Mangalore Car Festival', 'Mahashivarathri', 'Good Friday', 'Ugadi', 'Pernal' etc. to facilitate staff and students celebrate and enjoy with family. Restricted Holidays can be availed by the staff on few more festivals like 'Nativity of Mary', 'Onam', 'Rigupakarma' etc. to give due respect to all the religions. For all the religious festivals staff and students wish each other or send messages through whatsapps.

On the traditional day or Students Day, students are allowed to wear an attire of different region or state showing unity in diversity. Orientation programme and Fresher's Day organised for the first-year degrees students to familiarize with each other, with teachers and also to showcase their talents.

To commemorate the birthday of Dr. Sarvapalli Radhakrishna, Teacher's Day is celebrated. International Women's Day, Mother language day, Gandhi Jayanthi day, Martyrs Day, Sadhbhavana day, International Yoga Day, Republic Day, Independence Day, Founders Day, Vanamahotsava day, Constitution Day, Human Rights Day are celebrated to promote a sense national integrity and patriotism.

Motivational lectures of eminent persons of the field are arranged for all-round development of the students for their personality development and to make them responsible citizens following the national values of social and communal harmony and national integration.

Besides academic and cultural activities, physical fitness programmes, rally, Nutritional Food week, World Breast-Feeding week awareness programme are organised. This way the institution take initiative to provide an inclusive environment for everyone with tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic, and other diversities.

- A day in the college starts with College Anthem. The lyrics of college anthem echo the hopes and aspiration of the institution. Students are trained to give respect and honour the college anthem. State Anthem helps evoke feelings of patriotism among the students and reminds them tradition, history, beliefs, glory, beauty and rich heritage of the state.
- Fine Arts club of our college conducted 'Impress by Express' Talent show through virtual mode. Students depicted their talents through dance, singing and drawing.
- Folk culture club conducted various programmes like orientation on glimpses of Traditional Indian Culture, PPT on folk dance forms of Karnataka, Video making competition on preparation of Aati (month of July) traditional food, garland making competition, 'Kottige' preparation from jackfruit leaves.
- During Navarathri college organizes Ayudha Pooja and Sharadha Pooja. All the students celebrate the festival of color 'Holi'. Usually, On account of 'Onam' Flower Rangoli - 'Pookalam' competition will be organized. Due to Lockdown this year these are not celebrated in the college.
- In connection with Ganesh Chaturthi festival, Modak (tradition food) preparation competition was organised for the students.
- The language departments jointly organized self-composed poem recitation competition to deliberate the linguistic harmony.
- The Drama troupe of our college 'Benaaka', staged a kannada theatre drama 'Badukina Bavane' (Sufferings in Life) written and directed by Ms. Ruchitha, alumni of our college.
  
- Konkani Association has conducted 'Diwali lantern' making competition for the students and the staff.
- National level webinar was conducted by the department of Kannada on the topic "Covid-19, Literature and Cultural world" through Google Meet platform. 300 participants attended this programme from different colleges.
- The department of Hindi organized a national webinar on the



topic "Impact of Covid-10 on literature and society. The workshop to enhance knowledge on Novel form of Hindi Literature was organized. Faculty members of many other colleges attended this workshop.

- Covid-19 Vaccination drive was held three times in the auditorium which has benefitted even the outsiders.
- NSS volunteers have participated in 'Karavali Uthsav'- a cultural fest procession and also participated in the cultural events.
- Prize distribution programme organised for all college NSS unit was held in our auditorium.
- Ms. Araadhana has participated in 'Gana Chanadana'- Mega Audition organized by Doordarshan TV Kannada channel.
- The professional team from Bangalore displayed a theatre drama in the college auditorium.
- The local TV channels organizes comedy skit competitions in the auditorium and provides opportunity and motivate the artists to showcase their talents.
- The popular Drama team of the district like Neenasam artists conducts demonstration on dramatical skills to our students.
- The Drama troupe of our college 'Benaaka', staged a theatre drama 'Badukina Bavane' (Sufferings in Life) written and directed by Ms. Ruchitha, alumni of our college.
- Konkani Association has conducted 'Diwali lantern' making competition for the students and the staff.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
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

Keeping the mission statement in mind the institution is trying to kindle in the students an awareness of their rights and responsibilities and impart to them the basic human values to evolve into thinking independent and self-respecting women.

- The day starts with the meditation music followed by College Anthem which gives awareness to the students that earnestness,



perseverance and determination can help them to gain knowledge.

- Motivational talk by the faculty members on different topics related to human values guides the students to take into account human elements when they interact with other human beings. It also helps them to develop their overall personality.
- E-voting for Student Union Council election held in the college inculcate the values for being responsible citizens as reflected in the Constitution of India.
- National level E-quiz conducted through Google Form to enrich the knowledge on Indian Constitution.
- 'Constitution Day' was celebrated to commemorate the adoption of the Constitution of India and to pay tribute to an architect of Indian Constitution Dr. B.R. Ambedkar.
- Interdepartmental National webinar was organised with special focus on 'Citizen's duties.
- Intercollegiate poster making competition was held on the topic 'Serve Humanity for better promotion of Human Rights'.
- To commemorate the victory of Kargil War National Level Webinar was conducted on 'Kargil Vijay Diwas' through Google Meet platform.
- To inculcate social responsibility and human values with the students, 'A Day with the forlorn aged'-Luncheon time with the aged was organised at Dr. Giridhar Rao Sanjivi Bai Vriddhashram by the department of Secretarial Practice.
- The department of Economics distributed uniforms to the students of Besant Kannada Primary School to inculcate human values with the students.
- 'A day against child labour' was conducted by the NSS unit to bring awareness on social evil. The students prepared videos and posters on child labour. Due to Covid-19 lockdown this programme was conducted online.
- As a part of community service, members of Rangers unit donated 80 masks to the police department during Covid-19 pandemic. Ranger students proved their social concern by volunteering to serve the candidates during CET exam, 10th

Std. exam and other Government exams conducted during Covid-19 in different centers, by sanitizing, thermal scanning, creating awareness of wearing masks and social distancing. Ranger Unit also volunteered Covid Vaccination campaign conducted in the college.

- The Student Council had organized webinar for students and staff on the topic 'Exam Stress Management' in association with Skilling India.
- 'Hale Baeru Hosa Chiguru' ('The old root, new shoots' -Text book for Value Education class)

The meaning of the title of this book is 'The old roots, new shoots. It is a book of Self-learning material for personal growth and value education, prepared for the students of Besant Institutions compiled by Sri Raghavendra Prabhu M and Dr Meenakshi Ramachandra (retired Kannada Professor). This book is referred by the lecturers to take value education classes for the students. Through this book an attempt is made to usher fresh thoughts and good human values among the youth.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**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	<a href="#">View File</a>
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	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

National festivals play an important role in planting the seed of nationalism and patriotism among the students. Celebration of these festivals commemorates the sacrifices of our great leaders and freedom fighters who laid down their lives in the foundation of this country.

- Independence Day was celebrated by hoisting the flag and singing patriotic songs.
- Sadhbhavana Day was celebrated by the NSS unit to commemorate the birth anniversary of Late Mr. Rajiv Gandhi, the former Prime Minister.
- On account of International Women's Day, the Student Union Council was inaugurated. Group-D staff of Besant Primary school were honoured for their service rendered to the institution.
- Founders Day was celebrated by the institution to commemorate the birth anniversary of Annie Besant. Academic exemplary prizes were distributed to the students on this day.
- On account of Gandhi Jayanthi, Department of Physical Education & Sports had conducted 'Fit India Freedom-RUN anywhere anytime- move to be fit' programme.
- Students and staff participated in online 'International Yoga Day' organized by the department of Collegiate Education.
- On Martyrs Day silence for 2 minutes was maintained at 11 am in the college premises.
- National Youth Day was celebrated by the NSS unit to commemorate the birth anniversary of Swami Vivekananda.
- Republic Day was celebrated by the institution.
- Self-composed poem writing competition was organized by the Departments of Hindi, Kannada and Sanskrit on account of 'International Mother Languages Day'.

- On account of 'World Population Day' the department of Economics has conducted virtual elocution competition on the topic 'Pros and cons of population growth on Indian economy'.
- In connection with 'National Nutrition Week', the department of FND has conducted online art competition on the theme 'Eat right - Bite by Bite'.
- In connection with the celebration of 'World Breast Feeding Week' the department of Home Science in association with Inner Wheel Club had organised a National Level Webinar on the topic 'Protect Breast Feeding - A message for the mother to be'.
- Faculty members have participated in many webinars and e-quizzes conducted by other colleges on account of National recognised days like 'World Food Day', 'International Yoga Day' etc.
- 'World Consumer Day' was celebrated in association with District Consumer Union. The guest speakers highlighted the importance of awareness of the Consumer rights.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
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 No. 1

1. Title of the practice: "Women Empowerment through Skill Development"

1. Objectives of the Practice:

- To improve employability and income-earning opportunities
- To boost their performance by improving the quality of work
- To develop personality of students and raise their status in the society
- To develop and strengthen the entrepreneurial traits

## 1. The Context:

Women Empowerment means a freedom of women from the vicious circle of social, political, economic and gender-based discrimination. It is essential for them to be skilled in order to be able to better serve their families at home as well as professionally. Women's economic participation and empowerment are fundamental to strengthen women's rights and enable them to have control over their lives and exert influence in society. Skill development not only creates employment opportunities but also empowers them. Women if given the opportunities and the right exposure can excel themselves in any field. Such skill development activities are conducted for students regularly in the college to instill the required skills and abilities in order to shape up their overall personality. Skills development is a key to success which improves productivity, employability and earning opportunities. It is the bridge between job and workforce. Along with academic excellence it is equally important for the girls to acquire various other skills to face challenges in life. Today, it is considered as an important and indispensable tool for women empowerment. The main purpose of skill development is to build confidence among the students. Skill Enhancement courses like digital fluency, Artificial Intelligence or such other skill-based courses are incorporated as a part of higher education course under National Education Policy, which is made mandatory for the degree students.

## 1. The Practice:

The Women Cell, EDP Cell, 'Besant Skill Development Centre' and some of the departments conducts training programmes, workshops, demonstrations, certificate courses, awareness lectures and competitions to empower our students.

- Those activities include artificial jewellery making, quilling, quilt making, fabric jewellery crafts, face mask stitching, flower arrangement, tailoring skill, talk on Atrocities against women etc.
- Interactive session with the empowered women of rural areas helps the students to get inspired by their life skills.
- The Speakers club helps the students to enhance public speaking skills and communication skills.
- Leadership training programme conducted for the office bearers of Student Union Council helps them to empower with leadership skills and management skills.
- 'Functional English' and 'Prakrith' certificate courses help them to empower with language development.



- The programmes related to gender equity, Human Rights, Consumer Rights etc. conducted in the college empowers our students socially, politically, economically and legally.
- Inter-class competitions and intercollegiate fests help the students to showcase their skills, creativity and talents, leading to enhanced opportunity for employment. Students can make a career using dramatical and dancing skills for which they are trained under theatre team of our college 'Benaka' and Fine Arts Club.
- Computer based skills, interview facing skills, CV writing skills etc. included in the curriculum and programmes conducted by Career guidance Cell builds confidence among the students to apply for the jobs.
- The physical fitness activities conducted by the department of Sports and Gym help the students to maintain their health.
- During Covid-19 lockdown webinar was conducted by Student Union Council in association with Skilling India on the topic 'Exam Stress Management'.
- The department of Home Science trains the students on various Home Management skills like diet and nutritional food preparation, tailoring, flower arrangement, storytelling techniques, creating Book Mark etc. which is essential for girls. The department of B.Sc. FND and M.Sc. FSN prepares the students to become future dietitian.
- The certificate courses conducted by the different departments and associations helps the students to enhance variety of skills.
- The vocational course provides opportunity to the students to undergo on-the-job training in different organisations which help them to acquire corporate skills, HR and management skills.
- The fests like 'BEQUEST', 'INNOVISION' gives opportunity to the Student Union Office bearers and other students to improve their leadership skill, communication skill and imbibe organising ability.
- The programmes conducted by the Placement Cell strengthen the interview facing skills, group discussion skills and other job-related skills.
- 'Besant Skill Development Centre' train the interested students on tailoring skill.
- Participation in Intercollegiate competitions improves the presentation skills, anchoring skill, dramatical skills and co-ordinating skill of the students.
- The department of Sociology conducted guest lecture on "Post covid challenges & opportunities for youth in the education sector" to bring awareness of various opportunities, trends,

skills necessary to make them tech savvy to take on the digital world.

#### 5. Evidence of Success:

- The hands-on training on making artificial jewellery, mask stitching or such other crafts, helped the students to acquire entrepreneurial skills and created interest among them to become entrepreneurs.
- Many students, teaching and administrative staff appeared for 'Prakrith' certificate course and bagged top ranks.
- The ability of the members of 'Benaka' theatre team to write, act and direct the dramas itself is yet another evidence of success for dramatical skill enhancement. The students are able to do flower arrangement, table setting, food serving to the guests whenever there is a programme in the college.
- The class representatives, student secretaries of various associations, student union office bearers gain confidence to lead the student community and manage the various events in the college. They are also trained to maintain cleanliness and discipline during any programme in the college. This is evidence of their leadership quality.
- The Student Council in association with IQAC conducted workshop on leadership titled 'Called to Lead'.
- The Journalism course inculcate good journalistic principles, report writing skill and practices among young people and motivate them to work in media.
- Webinar on story telling was organised by the department of English, which helped the students to enhance story telling techniques. The department of Home Science also focus on this aspect as their course project and organised an exhibition.
- The department of Secretarial Practice and Computer Science jointly conducted international webinar on the topic "Mastering Soft skills to propel Career growth", with the purpose of strengthening soft skills and enhance employability, managing priorities, acquiring Leadership Skills to overall Personality Development. But, due to lockdown interactive session could not be conducted.
- Non-computer students are given training on fundamentals of computing, to provide knowledge on hardware and MS Office.
- Research and Development Cell organised research series webinar to provide an opportunity to the students to enhance research paper writing skill.
- The department of Commerce and Management organised knowledge sharing national level webinar on data analysis using SPSS



software. Certificate Programme in Banking, Finance and Insurance (CPBFI) was also launched in association with Bajaj Finserv Limited, Pune.

1. Problems Encountered and Resources Required:

- Covid-19 pandemic was the major problem encountered this year.
- Career guidance programmes, seminars, Workshops, competitions, quizzes were conducted online, so face to face interaction was not possible.
- Due to technical issues many students could not join online programmes
- Financial constraint for organizing programmes and payment to resource persons.
- Skill Development programmes or certificate courses becomes an arduous task as students give priority to academics.
- Class work may have to be compromised due to skill development programmes.
- Causes inconvenience to the students coming from hinterland during holidays and beyond working hours.
- The nominal registration fee charged for the Certificate courses is an additional expense.

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Best Practice No. II

1. Title: "Inculcation of Traditional and Cultural values"

2. Objectives: In tune with the Vision and Mission, the college adopts non discriminative policy of admitting all students who seek admission, inspires a deep sense of pride for the nation by inculcating traditional and cultural values with the following objectives:

1. Providing an opportunity for the students to celebrate traditional festivals which are losing importance due to modernisation.
2. Familiarising the richness of Indian and local culture and to keep the traditions alive among the younger generation.
3. Creating awareness on nutritional value of various food items, the rituals observed and significance of the festivals.
4. To bring out the multifaceted potentials of students by involving them in cultural activities.
5. To provide a platform for budding artists and be a catalyst

for overall personality development by grooming the students for their future career and life.

### 3. The Context:

Several thousand years old value-based cultural traditions of India have encoded massively while in contrast, deterioration of value is experienced worldwide. This is why political and economic corruption, scandals, scams, anti-social and anti-national activities are steadily rising. The introduction of traditional culture into education not only encourages the cultivation of students' moral quality but also boosts the extension and inheritance of traditional culture. It nurtures the sense of belonging, identity, and strengthens community participation; it also promotes appreciation and understanding of history and cultural heritage. Cultural heritage is not only about old things but also about new objects, practices, and places which hold cultural value for recent generations.

- Promoting good aspects of the different culture in academic institutions is a learning experience for the students.
- It is an opportunity for students to appreciate, respect and participate in festivals of all religions.
- Promotes harmony among different sections of students, bridging the linguistic and regional barriers.
- They are the most effective way of bringing the youth together on the same platform.

### 4. The Practice:

Culture is the foundation of education, good governance and sustainable development. Student learning is grounded on the unique values, norms, cultural beliefs, knowledge, practices, heritage, language, experiences of the community. Preserving the cultural memory will lead to a greater understanding of the nation, society and community. The influential facts of education on culture are: preservation of culture, transmission of culture, promotion of culture and equipping man to adapt to the changing cultural patterns and moulding his personality. Culture paves the way for education while education is responsible for flavouring the cultural values in life. Our Culture and philosophies need to be respected by studying and practicing.

In order to achieve these objectives, the college has strengthened Folk culture club, 'Benaaka'-a Drama Troupe, Fine Arts association and Intercollegiate association with a faculty member as coordinator

and a student secretary. These cells provide an opportunity to the students to imbibe traditional and cultural values by organising myriad programmes and celebration of festivals. To mention a few :

- Folk culture club organised 'Aatida Onji Koota'- a traditional food preparation video making competition, Talk on the topic "Folk dances of Karnataka", Garland making competition etc.
- 'Benaka' Drama club staged a play called ' Badhukina Bhavane' written, acted and directed by our student.
- Fine Arts association conducted online talent fest 'Impress and Express'. Even during lockdown period students got the opportunity to showcase their talents through this programme.
- The department of Kannada organised a webinar on the topic 'Covid-19, literature and cultural world.
- All the language departments jointly organised self-written poem composing programme to inspire the budding poets.

The students could not participate in intercollegiate competitions due to Covid-19 pandemic. The programmes and activities help students overcome stage fear and builds confidence and self-esteem. They also learn to manage time effectively, acquire leadership skills and sense of responsibility. The coordinators and the members are responsible for the execution of the programmes in consultation with external agencies, Academicians, Famous Writers, Artists, Actors, Research Scholars including Government agencies.

#### 1. Evidence of Success:

- 'Aatidonji Dina' traditional food preparation video making competition was organised by the Folk Culture Club of our college. The students prepared with their family members the different nutritious dishes of Tulu Nadu cuisine laid out for 'Aatida Onji dina'- (A day in the month of Aashaada) and sent the video to the convenor as per the instruction. There is a belief that Aati cuisines are medicinal and good for health during mansoons that makes people vulnerable to ill health.
- The Folk Culture Club has organised an Orientation Programme for the students on 13.02.2021, to create an awareness about the values of Indian Tradition, Folk Culture, its continuity and Diversity.
- The Folk Culture Club of the college has organized a talk on the topic "Different folk dance forms of Karnataka" on 17-03-2021.
- We see how nowadays, the younger generation is getting indulging in more and more junk food, which is harmful to

their health. The talk on the topic "Traditional food and its importance" was taken up for the students of Folk Culture Club on 20.03.2021 to bring awareness on the long history of supporting health and wellness by eating traditional food which is nutrient rich.

- A Christmas star making competition was held for students, teaching and non-teaching staff.
- 'Kottige' is a traditional food mostly used in Southern parts of India. Essentially idli batter steamed in mini leaf baskets woven out of 4 Jackfruit leaves strategically placed and pinned together with sharp pieces of broomstick. Folk Culture Club of our College conducted a training programme on "Kottige Making" for its members on 27.02. 2021.
- A Garland Making competition was held for these students, allowing the students to display their artistic talents and to enhance creativity, colour recognition and to be environmentally friendly.
- 'Badhukina Bhavane'-The drama written, directed and acted by the final year student is evidence of success itself which was possible through the dramatical skill training provided by 'Benaka' the drama club.
- The members of Fine Arts association got an opportunity to depict their variety of talents like dance, singing, drawing etc. in an online mode during lock down period.
- 'Modak preparation' competition was held by the department of Home Science - which is a delicious traditional food prepared on the auspicious day of Ganesh Chaturthi. The people from outside also participated.

#### 1. Problems encountered and Resource required:

A few students are extremely talented. they need some motivation, support and guidance from the teachers and resource persons.

Covid-19 pandemic lockdown was the major problem, due to which the students could not exhibit their talents in the college.

- Availability of funds to organize the programmes
- Dearth of Resource persons proficient in culture / tradition.
- Non encouragement by the parents to participate in cultural activities because of fear of poor performance in academics
- Coordinating the programme,
- getting support from all the faculty members and students is a

challenging task.

- Due to time constraint, if the practice sessions are conducted during the working hours students cannot attend the regular class work.
- Convincing the parents, to permit the wards beyond workings hours for practice is difficult when they come from far of places.

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File Description	Documents
Best practices in the Institutional web site	<a href="#">View File</a>
Any other relevant information	No File Uploaded

### 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

Our Vision is:

- To bring higher education within the reach of all women who seek it.
- Admission on a non-discriminative basis to help them evolve into competent individuals to be of better service to the family and the Society.

We focus on girls' education because it sets on a path to greater economic opportunities and participation in their societies. Over the years, our college has achieved continuing success in serving the cause of female education. Through an innovative and informative learning experience our students gets the opportunity to occupy better place in the modern competitive world. Our institution has made its mark in academics, sports and cultural field. All the Department Programmes and the Association Programmes are based on the Philosophy of our Vision. There are 14 departments in under graduate courses and 2 PG courses which meticulously plan various activities and programmes in order to develop qualities essential to make students proficient in the two most vital feminine concerns of the modern times: home and career. We admit all students



irrespective of their caste, Creed, Colour, Language, Marks etc.; As per the guidelines of Mangalore University, the minimum pass mark is maintained.

Though Covid-19 pandemic has disrupted education, continuous online classes were taken up by the teachers through different virtual platforms. The COVID-19 pandemic has had a major effect on our lives. Many of us are facing challenges that can be stressful, overwhelming, and cause strong emotions in adults and children. In order to cope with these issues many National and International webinars, online FDPs, Quizzes and competitions have been conducted by the different departments. Most of them were on the topic related to mental health, Immunity Boosters, Physical fitness etc.

- The associations like Women Cell and EDP Cell conducts programmes to empower the students with multi skills and motivate them to become entrepreneurs. This year due to Covid-19 pandemic, these associations felt the need to teach stitching of face masks. The Rangering unit participated as volunteers to follow Covid-19 SOPs during exams.
- The Entrepreneur Development Programme (EDP) cell concentrates on developing of Self-employment skills.
- The Anti ragging cell and PoSH cell bring awareness on students' safety and security.
  
- The environment club develops the interest towards our environment and safe guard it for our benefit as well as the benefit of the future generation.
- The R & D cell aims to create an interest among the students to write Research papers.
  
- The Consumer Cell trains the students on the issues that pertain to a consumer. It helps the students to exercise more caution while purchasing the household or domestic things.
- The innovation Cell put their efforts to harness the talent and be innovative in their thoughts and action. It teaches them to think "Out of the Box".
- The HRD cell conducts Programmes which will help the students to face interviews and tests confidently and win over their adversaries easily.
- A separate Sports Department helps the students to be physically fit and thus shine at the College, Inter-

Collegiate, University, State and National levels.

- NSS, Outreach cell, Rangers, instill among the students Environmental Consciousness, Corporate Social Responsibility and discipline.
- The traditions and cultures are taught through the Folk Culture Club. 'Aatidonji Dina' - an exhibition and competition of traditional food prepared from locally available greens & vegetables that grow in Thulunaadu, conducted in the month of July (Aati).
- The Youth Red Cross helps the students to have thorough knowledge of the Lifesaving skills in case of an emergency and gives training on First Aid. This helps them to be alert and meet any emergency with confidence and calmness.
- The department of Commerce conduct knowledge sharing webinars and quizzes on different topics like use of SPSS software, GST, Financial Literacy, Cost and Management accounting etc. to make the students employable in the competitive job market.
- The department like Secretarial Practice trains the students to be an efficient Secretary in an office. They are trained on Computer skills, communication Skills, Personality Development skills, Correspondence skills, and speech delivery & writing skills.
- The Department of Home Science and Food, Nutrition and Dietetics teaches about the various Nutritional values of the Food that we consume, thus making them aware of the health issues.
- The department of Computer Science and Data Processing empower the students with knowledge of Information Technology, Software and Hardware which is the need of the hour.
- The department of Political Science conducts programmes to enrich the knowledge on Indian Constitution, Human Rights and Citizens Duties.
- The department of Economics conducts programme to enhance knowledge on Union Budget and also organises industrial visit.
- Gender Equity and Women Empowerment related programmes are conducted by the department of Sociology.
- The certificate courses like 'Prakrith' conducted by the



department of History provides an opportunity to the teachers, non-teaching staff and students to gain knowledge on historical languages.

- Functional English Certificate course conducted by the department of English provides the essential knowledge, skills and understanding that will enable the user to operate confidently, effectively and independently in life and at work.
- The weekly value education and the daily motivational talks add further weight for the wellbeing of the students. They learn about our traditions, cultures, etiquette, speaking the truth at all times, believing in the Philosophy of honesty, respecting teachers and elders and other such values.
- The aim of our vision is to bring out well-mannered, educated girls who are respected in the society and they serve the Society by caring for humanity and being humans first. Because of this learning platform provided by various cells or departments the students do not nurture any hate or ill feelings with each other. They grow to be good citizens of the Country.

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

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

The institution being affiliated to Mangalore University ensures effective curriculum delivery by all the Faculty members. It follows the academic calendar provided by the University. Keeping in mind the subjects to be taught every semester and the existing workload, a general timetable is prepared. Thereafter each department prepares a teaching plan by dividing the syllabus among the faculty in the department. The students are provided an insight to the curriculum and the topics to be learnt through an orientation by the respective teacher. This is followed by classroom teaching and other interactive activities such as general discussions, peer teaching, PowerPoint presentations, quiz, academic tests, assignments, project works, etc. through which the students get a deeper knowledge of the curriculum and its relevance to the present times. Extra coaching is provided to average learners, while additional reference books are issued to advanced learners. This helps them to improve their cognitive skills and performance in the exams. Tutorials, class tests, assignments and counseling sessions are conducted periodically to assess the comprehending ability and mindset of the students while remedial classes are conducted after reviewing the exam results. Practical, theoretical and oral exams are conducted as per schedule. However, during the year due to the COVID situation, the Curriculum implementation was done through online classes till the end of December 2020. Links to various online reference material is provided to them to get a deeper knowledge of the prescribed curriculum. Online Quiz, webinars, skill-oriented programmes, and interaction sessions are held to motivate the students and thereby equip them to face the challenges of the world. With the commencement of offline classes in the month of January 2021 regular teaching learning process fell in place.

The institution strictly follows all the guidelines issued by the University from time to time and the IQAC supervises the same. The curriculum is enriched by the participation of the teachers from the institution in the Board of Studies; Syllabus related meetings, Seminars, Workshops and Webinars conducted by the

Academic bodies of the University. The effective delivery of the curriculum involves a systematic approach. The work schedule is carefully planned giving weightage not only to the required number of hours but also to incorporate add-on and Certificate courses. The library books are purchased from time to time keeping in mind the changes in the Syllabi All the laboratories are upgraded annually as per the requirement of the syllabus.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://bwc.besant.edu.in/documents/737/BWC_Calendar_2020-2021.pdf">https://bwc.besant.edu.in/documents/737/BWC_Calendar_2020-2021.pdf</a>

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

Being an affiliated institution, the college strictly follows the calendar of events planned by the University. After the University announces the timeline of events, for the academic year, the college prepares an academic calendar clearly mentioning the dates for the conduct of regular classes, student council activities, internal assessment examinations, evaluation important seminars, workshops, significant events like the Independence Day, Founder's Day, Gandhi Jayanthi, Sports Day, College Day, and the like. The College Calendar is uploaded on the website and also distributed to all the staff and students.

The IQAC ensures the conduct of the various activities in accordance with the order specified in the college calendar. The Principal discusses the plans and programmes for the year in the Staff and the student council meetings, thereby preparing them for the activities lined up for the year. Useful suggestions are incorporated for effective discharge of duties and responsibilities.

Department and committee meetings are held periodically to review the progress of activities and ensure the systematic implementation of the curriculum.

The internal exam dates are announced well in advance so that the students can make the necessary preparations and the staff can complete teaching and revising the topics.

Softcopies of the Question papers are prepared and submitted by the teachers to ensure error free question papers. Practical exams are also held as per schedule. Students are expected to submit their assignments on time and the results of the internal exams are disclosed through marks cards.

The parents or guardians are invited to the college on a particular day to see and sign the marks card of their child. The class mentors discuss the progress of the student or problems if any, with the parents.

Thus the Institution adheres to the academic calendar and ensures continuous evaluation

File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
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	<a href="#">View File</a>
Any additional information	No File Uploaded

## **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**

9

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

**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)**

5

File Description	Documents
Any additional information	<a href="#">View File</a>
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

111

**1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year**

91

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

**1.3 - Curriculum Enrichment**

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

Motivational talks are held every morning by the lecturers on topics relating to Human values, Environment, Professional ethics, Gender equity and the like. Motivational talks are the tools that help to induce confidence, boosts the morale of the students, and inculcates moral values to deal with the community and society as a whole. They are enlightened to work in teams and gain effective results. It enhances cognitive learning and is also a major factor that impacts the learning and achievements of the students.

Almost every student at one or another point in their life will experience low moments and feelings of demotivation. Thus, Motivational talks will have a positive influence on the minds of the students.

Motivational talk on professional ethics governs the behavior of a student in the work environment. It grooms the students and cultivates positive behavior in them by enlightening on the professional values and rules that have to be followed in all situations of life. Thus the students will be transformed academically and emotionally and become the most responsible citizens of the country.

The weekly value educations sessions by the mentors/tutors provides values on how the students should deal with their fellow mates and colleagues. They should have a positive and friendly attitude towards people around them. It also gives them insights on how to safeguard environment and ecology so as to sustain it for our future generation. They should build a pragmatic attitude towards the nature and the environment as a whole.

- Environment Club/Studies
- Gender Equity
- Cross Cutting issues
- Gender studies

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	<a href="#">View File</a>

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

6

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	<a href="#">View File</a>
Number of courses that include experiential learning through project work/field work/internship (Data Template)	<a href="#">View File</a>

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

93

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

### 1.4 - Feedback System



<b>1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni</b>	<b>B. Any 3 of the above</b>
<b>File Description</b>	<b>Documents</b>
URL for stakeholder feedback report	<b>No File Uploaded</b>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	<b>No File Uploaded</b>
Any additional information(Upload)	<b>No File Uploaded</b>
<b>1.4.2 - Feedback process of the Institution may be classified as follows</b>	<b>B. Feedback collected, analyzed and action has been taken</b>
<b>File Description</b>	<b>Documents</b>
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<b>Nil</b>
<b>TEACHING-LEARNING AND EVALUATION</b>	
<b>2.1 - Student Enrollment and Profile</b>	
<b>2.1.1 - Enrolment Number Number of students admitted during the year</b>	
<b>2.1.1.1 - Number of sanctioned seats during the year</b>	
<b>840</b>	
<b>File Description</b>	<b>Documents</b>
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>
<b>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)</b>	

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

149

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

**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 learning levels of the students are assessed periodically by way of conducting internal assessments, class tests, quizzes, assignments, projects, internships, and end semester examinations. Specific time slots are allotted for the slow learners and advanced learners based on their performance in the above.

The faculty keeps track of the progress in the academic performance of the students.

Strategies for Remedial coaching are devised for slow learners based on their requirements. The following programmes are designed:

- Student Peer Groups: An Advanced Learner is assigned to every slow learner strictly observed by the teacher in charge, to provide academic assistance throughout the academic year.
- Bridge Course: is conducted at the beginning of the first semester in Mathematics, English, Accountancy, BCA and BBA
- Remedial classes are handled by experienced faculty members to ensure that students comprehend the subject thoroughly and they continue until the students are on par with their peers in the class.
- Learners who need support in improving their communication skills are groomed through Spoken English classes.
- Course assignments are framed to include usage of library facilities.
- For students with medically certified learning disability or physically challenged, additional time (extra one hour) is provided during exams.

The College offers the following add-on courses for Advanced/slow Learners:

- Advanced learners are encouraged to engage in project work. They are allotted faculty as mentors to guide and finalize the reports after which it is published in the College Magazine.
- Advanced/slow learners are encouraged to take up certificate and value added programmes. Entrepreneurship Development Programmes (EDP), Women Entrepreneurs through Women's Cell , Skill enhancement programmes are organized to prepare the students to meet the Industry demands. In addition, they are also encouraged to take up MOOCs through SWAYAM, COURSERA and UDEMY. Advanced learners can earn an additional credit by completing these courses.
- The PG Departments provide space for students to go beyond classroom learning and engage in projects and activities aimed at enhancing their skills.

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

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

Number of Students	Number of Teachers
902	59

File Description	Documents
Any additional information	<a href="#">View File</a>

### 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 College aims to develop competencies such as critical thinking, reflective thinking and problem-solving skills through student-centric teaching-learning methods. The teacher, in this context, acts as an architect who helps in designing the structure to enhance the learning experience of the students keeping in mind the needs, interests and capabilities of

students.

The well designed Teaching - Learning process in this college has resulted in providing effective learning process, some of which are:

**Experiential Learning:** through Outbound Learning Programmes that provide students with a rich experience of the workplace environment. Activities under this include:

- Industrial visits in and around the city to get a better insight about organizational functions.
- Field visits to connect theory with Practical education.
- .Project work, Internship in corporate and other sectors to imbibe practical experience.
- Simulation workshops, role plays and theatre activities are organized for practical learning.
- Outreach Programmes and Rural Exposure programmes to sensitize students in ground life realities and social responsibilities.
- Students visit Courts, Press clubs and Stock Markets as part of their assignments.
- Viva - Voce, conducted to evaluate the outcomes of experiential learning.

**Participative Learning:** The College has adopted participative learning and problem-solving methodologies, for the students to be innovative and creative. Activities are :

- Webinars by various departments in which students participate and present papers. The Research and Development cell conducts paper presentation competition, knowledge sharing sessions and webinars.
- Group Discussions, Debates & Quizzes are organized as part of Curriculum, Instruction and Assessment.
- In Flipped Classroom Method, students are expected to go through the reading materials and come prepared for a classroom discussion. The notes or hand-outs of the next few classes are provided before the classes commence and are sent to the students through e-Mails / WhatsApp or /google Classrooms.
- The various association, clubs and departments activities aid in student participative learning as the activities are

planned and executed by the students under the guidance of Association heads and faculty members.

**Problem Solving Methodologies:** As an integral part, all courses in all programmes have Problem solving methodologies :

- The theoretical explanations are supported with practical knowledge to the students through practical courses like Tally, Excel. Designing application packages like CorelDraw, InDesign, Photoshop, serve as hands-on learning methods and aids in employability.
- Students are encouraged to take up Research Projects in which they need to identify a research problem and apply problem solving techniques learnt in the classroom.
- Book reviews & Case Studies are introduced in class to acquaint the students with real issues of business
- Open book tests, research-based library work and other Library based assignments are given to the students.
- Along with these programmes, guest lectures, seminars/webinars supplement the learning experience of students. Other teaching methods like Shared Teaching practice and the utilization of technology through the use of LCD to present a topic, help to enhance the learning experience of students.
- After the lockdown 1.0 due to Covid-19 classes were still conducted through online mode.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	<a href="https://bwc.besant.edu.in/en/news/international-level-student-career-development-webinar-dept-sp-csc/">https://bwc.besant.edu.in/en/news/international-level-student-career-development-webinar-dept-sp-csc/</a>

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

All teachers use ICT enabled tools to teach the students. General

ICT tools for teaching and learning. The use of ICT creates positive impact on their education and has enabled flexible and more personalized learning. The quality of work has improved and has provided them the confidence to perform enhanced learning tasks.

ICT usage by teachers has enabled collaborative learning where the students are motivated to participate in visual representations and improved modes of presentation.

ICT was the only mode available during online teaching which helps the students to interact with their peers and the teachers. Internet as a research tool was frequently used.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

### 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

52

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	No File Uploaded
mentor/mentee ratio	No File Uploaded

### 2.4 - Teacher Profile and Quality

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

16



File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
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

11

File Description	Documents
Any additional information	<a href="#">View File</a>
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)	<a href="#">View File</a>

#### 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

59

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

#### 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.

The college prepares an Academic Calendar in line with university calendar prior to the commencement of the academic year in consultation with the Heads of the Departments. Later, the College organizes an orientation programme to familiarize them with the rules and regulations of the affiliating university, examinations, evaluation process and also standard procedure for internal examinations of theory and practical papers.

For transparent and robust for internal assessment, the following mechanisms are conducted

- Internal Examination Committee
- Question Paper setting
- Conduct of Examination
- Internal Squads
- Declaration of Results
- Tests, assignments, projects, paper presentation & Seminars
- Viva Voce for practical courses.
- Identifying Advanced learners and slow learners
- Extra Coaching through- Remedial classes, peer teaching, group study, re-tests, assignments, practice classes

The Internal assessment marks are communicated to the students for which their signatures are obtained. The marks is later submitted to the University. The First and Second year students were promoted based on 50% of the current year's Internal Assessments marks and previous year's semester examination during the Lockdown period for the academic year 2020-2021.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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

The College has a very effective mechanism to cater to the grievances of the students related to Internal Assessments.

The students are free to bring to the notice of the examination committee if there is any changes required in the time table.

To ensure proper conduct of examinations invigilation duties are assigned to faculty members.

After the evaluation answer papers are distributed to the students the answers are discussed.

Opportunity is given to the students to redress the grievances with regard to any clarification, discrepancy in marks allotted, mistake in totaling.

The corrected answer scripts are verified at random by the HoD to ensure that there is no erratic evaluation.

Any dissatisfaction related to the assessment and award of marks has the liberty to approach the concerned HoD who can intervene and seek opinion of another course Teacher, if required.

The college permits a student to appear for re-test or re-examination in case of absence due to genuine reason, participation in sports, inter-collegiate and cultural competitions on provision of request. They are also permitted to submit the assignments after the due date.

Students performance and attendance is informed to the parents when the marks cards are distributed by the Mentors.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

## 2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The Programme Outcomes (PO), Programme Specific Outcomes (PSOs) and Course Outcomes (Cos) are framed in the meeting of Boards of study chaired by respective chairpersons.

Program Education Objectives, Program Outcomes and Course Outcomes for all programs offered are mentioned in the syllabus drafted by the BOS. The teachers communicate the same to the students while introducing the course. For further information the teachers and students can visit the College Website

bwc.besant.edu.in

The HoDs, faculty members and Coordinators of Certificate/Add on course emphasize the importance of attaining the programme outcomes and specific outcomes in all the interactions with the students.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

Every course has a definite set of course outcomes and matching evaluation criteria. The performance of the students in the examinations during the semester in each course is used to compute the level of attainment of the POs

#### Assessment of Course outcomes

The process of Course Outcome assessment is based on Internal examinations and semester end examinations.

Internal Assessments marks are calculated on the basis of Internal Examinations out of 50 marks, class tests / Assignments/ project work/ paper presentation/seminars/ once in each semester.

Semester End Examination is descriptive, and a measure for assessing whether the entire COs are attained.

In the case of programmes with practical courses, practical examinations and Viva voce are conducted to evaluate the knowledge and skills acquired upon completion of the said course.

#### Attainment of Program Outcomes and Program Specific Outcomes

All the courses which contribute to the PO are evaluated through the Course Outcomes using 20% weightage of Internal assessment and 80% weightage of Semester examination. The overall results

from the assessments of the PO are compared with the expected attainment. The PO is considered satisfied on attainment of the expected level.

For each course, the level of attainment of each CO is compared with the predefined targets, and if not attained, the course coordinator / Faculty members takes necessary steps for improvement.

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

### 2.6.3 - Pass percentage of Students during the year

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

293

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
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://bwc.besant.edu.in/documents/751/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)**

0

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

**3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year****3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year**

0

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

**3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year****3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year**

41



File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 3.2 - Research Publications and Awards

#### 3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

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

17

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

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

##### 3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

20

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 3.3 - Extension Activities

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

Rangering is the senior wing of Scouting and Guiding under Bharath Scouts and Guides. It's a voluntary, non-political,

educational movement for young people. Its main motto is 'service'. It develops young people in achieving their full physical, intellectual, social and spiritual potentials as responsible citizens and duty-bound individuals in society and communities.

The Rangering unit students of our college are actively engaged in various outreach and extension activities. They always extended their service in the programmes such as Swachh Bharath - cleaning activity at public park, beaches etc. But the situation of Covid-19 gave lots of opportunities to render service to community in various forms. Some of the activities and programmes in which the Rangering unit students involved are:

Their intensive participation as frontline covid warriors by being equivalent to the staff of Police Department, Health Department, Education Department of Karnataka in the form of sanitizing, thermal scanning, maintaining distance, making to wear masks etc. towards:

1. SSLC exam candidates in five different examination centers for 6 days
  2. CET exam candidates in one center for 2 days
  3. KPSC exam candidates in one center for one day.
- Mask Donation, which was a small contribution towards the distribution of masks to Police Department of Karnataka.
  - Cleanliness drive program in an around the college area in collaboration with Canara college Ranger and Rover students.
  - Awareness programme on Health and Fire Safety measures organized jointly with NSS unit and Red Cross unit, conducted by the team of First Neuro Hospital, Mangalore
  - Thermal scanning and sanitizing for District level of prize distribution programme of SSLC students at Town Hall.
  - Campus cleanliness drive jointly with NSS and Red Cross unit students.
  - Awareness programme on the second wave of covid-19, safety measures to prevent covid and importance of vaccination to the shop keepers, street hawkers and general public at Kudroli ward area, Mangalore as per the order of DC of DK district.

All these activities exposed them to life skills to face Covid-19, by following protocols of Covid-19 and keeping safe without being vaccinated.

The intense participation in such programmes inculcates spirit of good citizenship , service orientation and helps them in the holistic development of personality.

File Description	Documents
Paste link for additional information	<a href="https://bwc.besant.edu.in/en/news/besant-community-service-rangering-unit-2021/">https://bwc.besant.edu.in/en/news/besant-community-service-rangering-unit-2021/</a>
Upload any additional information	No File Uploaded

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

#### 3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

3

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>

### 3.3.3 - 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

#### 3.3.3.1 - 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

6

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	<a href="#">View File</a>

### 3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

#### 3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

77

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 3.4 - Collaboration

#### 3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

11

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded

#### 3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

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

2

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

**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 laboratory chemical fume hood is a local exhaust ventilation system used in laboratories to reduce exposure to hazardous fumes, vapors, gases and dusts.

The purpose of a chemical fume hood is to prevent the release of hazardous substances into the general laboratory space by controlling the release.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

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

**Facilities available for cultural activities are :**

State of the Art Auditorium with 800 seating capacity to perform the cultural activities. 2 green rooms with basic facilities needed for makeup, change of costumes and keeping of props are available. An attached washroom is available. Adequate acoustics and Mikes

are available.

Classrooms after the class hours are used for practice session by the students.

Sports: Sports room, Gym and Indoor sports facilities are available in the institute. For outdoor games like Throw ball Volleyball, Ball badminton and kabaddi students use the ground available in our sister Institution for practice. The quadrangle available in the Institution is also used for fitness practice. Mangala stadium, a public stadium nearby is available free of cost for practicing Athletics and weight lifting. Arrangement for free coaching in wrestling at DVH Urvastore is made by the Institution.

To compete in the Inter-collegiate yoga competition, training classes are held in the auditorium. Similarly Badminton is practiced in the auditorium.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
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.

27

##### 4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

27

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 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)**

2973524

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

**4.2 - Library as a Learning Resource**

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

Library is partially automated with standard version of Easylib Software.

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

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

B. Any 3 of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

**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)****93995**

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

**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****35**

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

**4.3 - IT Infrastructure****4.3.1 - Institution frequently updates its IT facilities including Wi-Fi****Yes.****Description:**

The institute upgrades its infrastructure regularly depending on the urgency and need. The IT infrastructure is spread over to all the Departments, library and, Administrative section of the college. These facilities are continuously upgraded to meet the day-to-day requirements, due to the change occurring in the of introduction of new curriculum, laboratories, office management software Tally with GST (ERP) and university systems (UUCMS for Admission).

The upgradation is in the form of changing the Computer hardware components if required, addition of bandwidth, replacement by high capacity cables (CAT 6 cable for internal LAN and OFC

(Optical Fibre Cable) for longer distance, addition of service provider to keep substitute open, extension of continuous power supply facility, Generator upgradation etc.

There are total 148 desktop computers and 04 laptops as a part of the infrastructure. Whenever configuration of machines are needed the in the laboratories used by departments like Computer Science (CS), Secretarial practice, Commerce Vocational are upgraded depending upon the change in University curriculum. Presently these machines have high end configuration as intel Processor, 4 GB RAM, 500 GB HDD. Networking of these terminals is done using 24 port switch and D Link router. Four computer labs with LANs were set as per the requirement. Backup in the form of UPS is available for all terminals (15 mins backup). The important data is backed up on an external storage of 4 TB attached to a server, on a weekly basis. 24 Classrooms are equipped with LCD Projectors. The Auditorium and the A.V Room are also equipped with HDMI cable and internet facility.

The Office Automation has been implemented for the Accounts Department using Tally ERP 9 Version.6.5.5. Tally is also used to track the student's pending fees if any..

The library is using the Easy-Lib 11.2.17 for tracking the issues and receipts of the books in the Library. A barcode reader with printer and the bar Code generator is also available in the Library. The software has also built-in Control for OPAC (Online Public Access Catalogue)

The College has full-fledged Website which updated regularly by the College staff.

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

<b>4.3.2 - Number of Computers</b>	
148	
File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	No File Uploaded
<b>4.3.3 - Bandwidth of internet connection in the Institution</b>	A. ? 50MBPS
File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	No File Uploaded
<b>4.4 - Maintenance of Campus Infrastructure</b>	
<b>4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)</b>	
<b>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)</b>	
391324.00	
File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>
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 maintenance committee headed by a maintenance officer supervises the regular maintenance of physical infrastructure of the campus. A Structured format is prepared by the committee for the judicious use of Physical infrastructure.	

Full time housekeeping staff is appointed for cleaning and maintenance of the buildings.

A full time electrician is appointed for electrical maintenance.

The maintenance of computers, lab equipments, water purifiers, gym equipments, CCTV cameras, power backup systems and fire extinguishers is done as per need through external technicians. Any kind of repair work is done on request made by the concerned staff to the maintenance officer. Pest control in the library, Plumbing and Security services are carried out by external agencies on need basis.

Utilization of Support facility: Sports Support facilities available in the college for sports is utilized fully. The facilities available in the sister institutions can also be used by giving a written request.

Laboratories:

1. Four Computer laboratories to be shared by the Departments of Secretarial Practice, Computer Science, Data Processing, Mathematics and Computer Application based on a timetable. The department of Computer Science processes the requirements maintains the computers and peripherals. The English Language Lab to be used for enhancing the language skills.

2. Standard Operational Procedures for handling various chemical, equipment's and instruments are strictly followed in the Physics and Chemistry labs by the students and staff of B.Sc and B.Sc. FND.

3. Dead Stock register consisting of irreparable or unusable items is maintained and updated annually after the stock verification, inspected by the IQAC and handed over to the Maintenance officer at the end of the year.

4. Obsolete equipment's, Computers, chemicals and instruments are discarded complying with the procedures

Library:

1. The student on entering the library must sign in the register kept for the purpose. Every student is given two Library Cards and can borrow books every week.
2. Every student can access online journals and magazines through computer terminals available in the Library for a nominal payment.
3. All students are free to use the central reading rooms available in the library, which are open from 8.15 a.m. to 4.30p.m. for reading newspapers, magazines, journals and also for reference work.
4. Book bank facilities are available

#### Class Rooms:

1. Spacious and well ventilated Classrooms are allotted as per the student strength.
2. The Student Representatives are responsible to supervise the cleanliness of the class room, maintenance of furniture and the projectors. The requirements are reported to the maintenance officer through their class mentors.
3. The cleanliness of the campus is supervised by the office bearers of the student Council who report to the Student Welfare Officer.
4. State of the art auditorium and Three Seminar halls are managed by the administrative staff.

#### Sports & Games:

The Gym, Indoor and outdoors sports equipments / materials are under the supervision of the Physical Directress and maintenance officer.

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



STUDENT SUPPORT AND PROGRESSION	
<b>5.1 - Student Support</b>	
<b>5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year</b>	
<b>5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year</b>	
140	
File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
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)	<a href="#">View File</a>
<b>5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year</b>	
<b>5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year</b>	
59	
File Description	Documents
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>
<b>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</b>	<b>B. 3 of the above</b>

File Description	Documents
Link to institutional website	<a href="https://bwc.besant.edu.in/en/">https://bwc.besant.edu.in/en/</a>
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

129

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

129

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**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	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>

## 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

26

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	No File Uploaded

### 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

61

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

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

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

**government examinations) during the year**

0

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	No File Uploaded

**5.3 - Student Participation and Activities****5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year****5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

0

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

**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 )**

- Student Council is elected democratically through E-Voting.
- The Student President, Vice President, Secretary, Joint secretaries represent all the students in Administrative bodies like IQAC, Discipline Committee, Maintenance Committee, Grievance Redressal Cell, SC/ST Cell, Anti Ragging and Sexual Harassment Cell and Quality Circle,
- Students represent in Co-curricular and extracurricular activities of the College through Associations/Clubs/Cells

as Student secretaries.

File Description	Documents
Paste link for additional information	<a href="https://bwc.besant.edu.in/documents/366/Student Council Class Rep MentorTutor 2020-21.pdf">https://bwc.besant.edu.in/documents/366/Student Council Class Rep MentorTutor 2020-21.pdf</a>
Upload any additional information	<a href="#">View File</a>

### 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

12

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	<a href="#">View File</a>
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)	<a href="#">View File</a>

### 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

- Alumni Association was registered on 27th November 2020. However, the association was contributing to the college as a stakeholder from the past 20 years.
- A sum of Rs.20,000 was distributed among 20 deserving Students as scholarship.
- No of Students enrolled during the year is 278.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

**E. <1Lakhs**

File Description	Documents
Upload any additional information	<a href="#">View File</a>

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

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

**Vision** To bring higher education within the reach of all women who seek it. Admission on a non-discriminative basis to help them evolve into competent individuals to be of better service to the family and the society.

#### **Mission**

- To instill and sustain in the students a lasting desire to seek knowledge and to impart to them the skills to acquire it.
- To develop qualities essential to make students proficient in the two most vital feminine concerns of the modern times - home and career.
- To kindle in the students an awareness of their rights and responsibilities and to impart to them the basic human values to evolve into thinking, independent and self-respecting women.
- To help the students acquire a scientific temper in the process of learning and strive for sound knowledge in the disciplines of Humanities, Science and Commerce.
- To inculcate team spirit and leadership skills in the students to ensure success in their professions and to assume career responsibilities.
- To inspire in the students a deep sense of pride for the

nation and its culture along with a progressive and global outlook.

The institute strictly adheres to the policy of non-discrimination through effective leadership and governance. For the effective implementation of the policy the institute has internal organization structure. The governing council is at the helm of affairs. The governing council delegates all the academic and operational decisions based on the policy of the academic mentoring headed by the Principal in order to work in tune with the vision and mission of the college. Besides this, number of committees and associations are formed for the smooth functioning of the college. The faculty members are made in charge of these committees and are given autonomy to conduct various activities. Each association has a student representative. They are encouraged to develop leadership qualities by being in charge of the Committees/ Association/Cell/Clubs. Two faculty members represent the staff in the governing council. The office superintendent being in charge of administration is also called to attend the meeting of the governing council. The Internal Quality Assurance Cell plans the activities and also supervises the execution at different levels. It suggests new changes and improvements for quality enhancement.

File Description	Documents
Paste link for additional information	<a href="https://bwc.besant.edu.in/en/administratio n/vision-mission/">https://bwc.besant.edu.in/en/administratio n/vision-mission/</a>
Upload any additional information	No File Uploaded

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

The institution achieve success to the joint efforts of all the stakeholders. The institution focuses on decentralization by providing equal opportunities to all the stakeholders. The decentralization and participative management is practiced in the Institution while chalking out the policies, taking decisions and the implementation. The governing council of the college fulfills the required needs of the institution. The principal being the head of the institution plays a vital role in managing the academic and administrative affairs. For the effective implementation of policies various committees are formed. The faculty members with student representative are given the



responsibilities of coordinating the activities. The student welfare officer with the assistance from the other faculty member see to the conduct of free and fair election. Student welfare officer will brief the contesting candidates about the eligibility criteria, filling of nomination code of conduct etc. Candidates contesting for the election can file the nomination in a prescribed format and can also withdraw it within the prescribed time limit. Public campaigning system is in practiced The institute conducts student council election in a democratic way. As a part of go green initiative and digital empowerment the institute has adopted to an electronic voting system. The representatives of the associations/clubs/cell are nominated. Thus the institution encourages the students to develop leadership skills by providing an opportunity to participate in good governance.

The Student council members take an oath of office administered by the Principal. The student council meets together as per the instructions of the student welfare officer in order to plan and implement the activities. Student council is a platform to raise their voice related to issues/grievances concerning students which is referred to the appropriate committee for necessary action.

File Description	Documents
Paste link for additional information	<a href="https://bwc.besant.edu.in/en/news/student-union-election-academic-year-2020-2021-conducted-through-e-voting/">https://bwc.besant.edu.in/en/news/student-union-election-academic-year-2020-2021-conducted-through-e-voting/</a>
Upload any additional information	No File Uploaded

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Due to Covid-19 pandemic the institution had to change the perspective plan to the online platform for admission, teaching learning, co-curricular activities and examination process. The teachers were provided with required facilities and training in order to equip themselves to carry online teaching through platforms like Google Meet, Zoom whatsapp etc.

Co-Curricular : Since offline participation in co-curricular

activities was not possible during the year, the students were encouraged to participate in the cultural activities online by organizing innovative programmes for them and also through the conduct of competitions to exhibit their talents and skills. Online platforms were extensively used by the students to showcase their talents, innovation and creativity.

Faculty development programmes, knowledge sharing series, national and international webinars were organized by the institutions using online platform. The internal examination was conducted through online mode.

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

The institution is sponsored by the Women's National Education Society. The governing council comprises of the President, Vice President, Secretary, Treasurer and members elected at the Annual General Body Meeting of the society every year. The Principal of the institution is chosen from among the qualified members of the faculty based on seniority to serve as the chief executive officer. The primary duty of the principal is to maintain high academic standard. He/She shall be responsible for communicating and executing to the staff, the guidelines and the policies evolved by the management and for their effective implementation.

The organizational structure is uploaded.

Service rules, policies and procedures: The institution follows the government service rules and the policies and procedures are framed by WNES.

Appointments: Information regarding vacancies for different posts are published in the newspaper. The selection board consisting of the Secretary, the Correspondent, the Principal, HoD and subject

expert conducts the interview.

File Description	Documents
Paste link for additional information	<a href="https://bwc.besant.edu.in/documents/763/Code_of_Conduct_Staff_NEW.pdf">https://bwc.besant.edu.in/documents/763/Code_of_Conduct_Staff_NEW.pdf</a>
Link to Organogram of the Institution webpage	<a href="https://bwc.besant.edu.in/documents/749/Organisation_Chart_Organogram.pdf">https://bwc.besant.edu.in/documents/749/Organisation_Chart_Organogram.pdf</a>
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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

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

The institution provides welfare measures to all its employees. They are provided with provident fund, ESI facilities, 15 days casual leave, 10 Earned leave for teaching and 20 earned leave for Administrative staff, provision for encashment of earned leave, maternity benefit and gratuity benefits. The teaching staff are provided special casual leave to attend BoS, BoE, of the University as well as autonomous colleges and also to attend conferences, seminars, symposium both at national and international levels. The institution gives financial assistance for teaching staff for attending seminars, symposiums, workshop etc. The institution encourages the teachers to pursue higher studies and research. They are permitted to take up

responsibilities as members of the promotion committee of other institution. The institution provides interest free loan on need basis to the teaching staff for pursuing their Ph.D programme. Currently thirteen staff members are pursuing Ph.D in different universities. The staff members are permitted to make use of the Wi Fi connection for their research work.

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

### 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

09

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

### 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

2

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	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>

### 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

5

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	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

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

The teaching and non-teaching members are assessed on the basis of their performance. The institution follows structured feed back mechanism. At the end of every academic year feed back is collected from the students. A separate team consisting of senior

faculty members is formed to analyze the feedback forms. The team goes through the collected feedback and the report is submitted to the Principal. The Principal along with the IQAC director and NAAC Coordinator suggest the required measures to improve the teaching quality of the faculty members. Feedback questions are carefully selected to evaluate the teachers on various parameters like clarity of the concepts of the subject, communication and presentation skills, willingness to help the students, commitment to the profession, punctuality, evaluation methods adopted, completion of the syllabus, use of ICT. Besides the overall opinion of the students about the teacher is also collected.

The feedback is collected from randomly selected 10 to 15 students from each class. The forms are filled by the students without disclosing their identity, which enable them to give unbiased and fair opinion.

Feedback forms having questions relating to the performance of the non-teaching staff is collected from the students on parameters like accessibility, communication, behaviour, guidance provided, interactive skills etc. The collected feedback is analyzed by the committee members and report is presented to the Principal for necessary action. Suggestions for improvement are given by the Principal on the basis of analysis.

File Description	Documents
Paste link for additional information	Nil
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

The Institution has an established mechanism for conducting internal audit of the financial transactions every year to ensure financial compliance. Mechanism used to monitor effective and efficient use of financial resources are as follows.

Internal audit is conducted by the Accounts in charge throughout the year. Receipts and payment books, vouchers, statutory



contributions, Professional tax, gratuity and other recurring and non-recurring expenditures are verified. He has to reconcile the entries in the passbook and cashbook which is approved by the Principal. Monthly statements of receipts and payments of aided and unaided programmes are prepared and presented in the Governing council meeting for scrutiny.

Before the commencement of every academic year the HoDs submit the estimate of the expenses of their concerned departments. The Principal along with IQAC Director, Deans and Accounts in charge will analyze and allocate the budget for departments, recurring and non-recurring expenses.

The Financial Statements for the year are also audited by the accounts department before it submitted to the Principal. Every year the books of account, Bank reconciliation statement and vouchers are audited and certified by the Chartered Accountant appointed by the Management. Books of account are also subject to audit by the State Government.

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

#### **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)**

102615/-

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)	<a href="#">View File</a>



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

Institutional strategies for mobilization of funds and the optimal utilization of resources.

The institution has well planned strategies for mobilizing funds. The Institute receives funds from the state government. The funds received from the state government is spent on payment of salaries of the aided teachers as well as the permanent non-teaching staff members. The collection of funds through fees paid by the students is the main source of income for the institute. Management provides funds to the institution on need based. The institute has the practice of mobilizing funds through sponsorships which are collected from individuals, NGO's and corporates for organizing fests seminars, symposium, workshop and other events. The PTA and Alumni being important stakeholders provide financial assistance. The PTA contributes towards midday meal, scholarship and annual special camp of NSS and Red cross unit of the college. The Alumni Association contributes by organizing fund raising programme. It provides scholarship to the students.

Optimum utilization of the resources - The governing council of the institution allocates adequate funds for enhancement of teaching learning practices. Funds are also utilized for development and maintenance of infrastructure of the institution which is not only used for teaching learning and evaluation process but also let out on rental basis to external organization for the conduct of examinations such as (CA, SLET and other competitive examinations)

File Description	Documents
Paste link for additional information	Nil
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

Due to Covid-19, & lock down, offline classes were restricted. However the IQAC has contributed towards sustenance and

enhancement of quality in Higher education through proper planning and supervision of the execution. The programmes and activities conducted are :

- Inter collegiate programmes
- Extension activities
- Webinars
- Training students council
- Plan of Action
- Departmental Programmes
- Learning Resources
- Extensive used Resource persons
- Helped in placement
- Deputed students to participate in the competition
- AAA - Self appraisal - Feedback -SSS

File Description	Documents
Paste link for additional information	Nil
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 a system of decentralization at different levels to review the process of teaching, learning and assessment. Deans and HOD's are playing a very significant role. Through Peer mentoring process and collection of feedback from the students, the learning process are reviewed at the meetings. Discussions and suggestions are put forth based on the pedagogical tools implementation. This enables the faculty member to improvise and strengthen the methodologies and approaches followed in teaching learning process. Mentoring and Tutoring systems will also enable the faculty members to monitor the performance of the students assessed during the assessment process. Faculty members will plan the course content well in advance, maintain work diary and receive feedback from the students. This enable the faculty and the department to bridge the gap between planned and the actual by taking the appropriate action. To supplement the curriculum, IQAC initiates demand oriented knowledge programmes the Department level.

Associations and clubs, in addition to exposure to society also

conduct add on courses as per the market requirements. The IQAC reviews the teaching learning, assessment and learning outcomes more specifically through task sheets by the faculty members, Feedback mechanism, and AAA. Mentors orient the students , at the beginning of the semester about the learning outcomes of the programmes. In our programmes students have expressed their opinion about the learning outcomes.

File Description	Documents
Paste link for additional information	Nil
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	<a href="https://bwc.besant.edu.in/documents/740/De-epika%20Magazine%2020-21.pdf">https://bwc.besant.edu.in/documents/740/De-epika Magazine 2020-21.pdf</a>
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## **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

Globally women have fewer opportunities for economic participation than men, less access to basic and higher education, greater health and safety risks and less political representation. Women empowerment is a critical aspect of achieving gender equality. In this context, our institution strives to bring higher education within the reach of all girls who seek it, especially those who hail from economically and socially backward sections of the society. College through Women's education and awareness about rights aims to transform the social environment which is predominantly prejudiced against women

Measures initiated by the Institution towards -

Gender Equity and Sensitization related activities:

- The department of Sociology and PoSH organized National level webinar on the topic "Reproductive Health Problems in adolescence and young adults".
- National level webinar was organized by the department of Home Science on the topic "Protect Breast Feeding".
- The Women's Cell, EDP Cell and other departments regularly conduct Skill Development Programmes to enhance the entrepreneurial and employability skills.
- A talk was arranged by Women's Cell on the topic "Atrocities against Women".
- Programme on Menstrual Hygiene and First aid was conducted in the college by Red Cross Unit and Women's Cell
- R & D Cell organized an interaction with marginalized empowered women. The ordeal and the selfless service rendered by them, pain and disgrace, the courage and hardship they faced to bring a change in the lives of their fellowmen were unfolded to students which motivated them.
- An International Women's Day has been celebrated by inaugurating the Student Union Council depicting the theme 'Choose to Challenge' to empower the girls with the leadership quality. The council had also organized a workshop on Leadership titled "Called to Lead" through Google Meet Platform.
- Gender Champion Cell of PG center has created awareness about Gender Equality.

Safety and Security:

- The entire campus is under CCTV surveillance and only one gate is opened to monitor the movement of students.
- The UGC guidelines for Anti-ragging and Anti-sexual harassment have been uploaded in the college website to bring awareness.
- Safety guidelines and posters are displayed on the notice boards.
- Prevention of Sexual Harassment (PoSH) cell deals with sensitive matters and its redressal
- Suggestion/Complaint Box is kept in location accessible to all students. Their grievances/suggestions regarding academic or non-academic matters if any, can be communicated through the suggestion/complaint box. The issues raised by the students are placed before the meeting of the Grievance redressal cell. Necessary action is taken to redress the grievances and implantation of the suggestions.
- The grievances of SC/ST students are addressed by the SC/ST Grievance Cell.
- The campus is protected by the compound wall. Watch man is vigilant throughout the day and entry of outsiders is restricted. Petty shops are not entertained near the gate.
- The board with anti-tobacco slogan is displayed near the entrance gate.
- Students are permitted to go out of the campus only with the permission of the Principal.
- If students prefer to travel by train in the ladies compartment they are permitted to come to late for the first hour.
- The leave absence of the students' must be signed by the parents and shown to the class mentor.
- The list of students with shortage of attendance is displayed on the notice board.
- First aid facility is available to the students. In case of need, they taken to the nearby Hospital after informing their parents.

#### Counselling:

- Mentors and Tutors are are allotted with 15 - 20 students, who are counseled regularly on issues raised by them.
- During Covid-19 a series of webinars were conducted by the Institution. The students and staff had the opportunity to interact with the Consultant Pediatricians, Adolescent Health Care Specialists, and Counsellors to clarify their

doubts regarding various issues like managing Psychological problems, home isolation, Coping with balanced mind, prevention of covid, vaccination etc.

Common Room is also provided to the students to rest when they are ill.

Napkin vending and incinerators are installed in the washrooms.

During Covid-19 following welfare activities have been undertaken in the campus:

- Covid-19 Vaccination drive was arranged in the campus for the students, staff and family members.
- During Offline classes and exams RT-PCR reports of students were collected.
- SOP is strictly followed and related circulars are displayed at the entrance.
- Food kit was distributed to non-teaching staff of the institution.
- The department of Physical Education organized online physical fitness week with the intention of keeping the students and staff participants physically and mentally safe and healthy.
- The webinars on the topic "The Immune Boosters", and 'Therapeutic potentials of Herbs and Spices in relation to Covid-19" were conducted.
- In connection with 'National Nutrition week' online art competition was conducted to bring about awareness about nutrition and healthy eating habits.

File Description	Documents
Annual gender sensitization action plan	<a href="https://bwc.besant.edu.in/documents/760/7.1.1_Gender-sensi-actionplan_Saftey_Sec.pdf">https://bwc.besant.edu.in/documents/760/7.1.1_Gender-sensi-actionplan_Saftey_Sec.pdf</a>
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	<a href="https://bwc.besant.edu.in/documents/760/7.1.1_Gender-sensi-actionplan_Saftey_Sec.pdf">https://bwc.besant.edu.in/documents/760/7.1.1_Gender-sensi-actionplan_Saftey_Sec.pdf</a>

**7.1.2 - The Institution has facilities for**

**D. Any 1 of the above**



**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**

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
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

Besant Women's College, being situated at the heart of the city, has deep concern to provide a healthy and safe environment not only to those residing in the campus but also to those living in the vicinity.

**Solid waste management:** Dustbins are kept and used. in all the class rooms, office rooms, staff rooms, libraries, labs and toilets to collect solid waste. The daily garbage is collected by the housekeeping personnel and handed over to the outsourcing authority appointed by the Mangalore City Corporation for further processing. Waste materials like plastic, papers etc. are collected and sold to scrap vendor from time to time.

**Liquid waste management:** All waste water lines from toilets are connected to the main drainage line of the City Corporation. Liquid waste from the FND laboratory are not hazardous and hence diluted and disposed in the washroom.

**E-waste management:** The agreement has been undertaken between and authorized agent and Besant Women's College to ensure the safe disposal and recycling of Empty toners, cartridges, outdated computers and obsolete electronic items. Old monitors and CPUs are repaired by the technician and reused.

**Vermi Technology Unit:** The kitchen waste from the departments of Home Science, FND and Canteen, dry leaves and papers from the



campus are used to produce compost. Mannure is used for the plants in the campus and distributed to few neighbouring houses.

Environmental protection awareness board with slogans like "Save the Planet" is displayed in the college garden.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	<a href="#">View File</a>

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

D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
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 with trees and plants**

D. Any 1 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
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	<a href="#">View File</a>

**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**

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	No File Uploaded
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 college provides admission to all those who seek it without discrimination of caste, creed, religion or language. There are students who come from different states. The college organizes and conducts several activities to build and promote an environment for ethical, cultural, and spiritual values among the students and staff. To develop the emotional and religious feelings among the students and the faculty, commemorative days are celebrated on the campus with the initiative and support of the management for not only recreation and amusement but also to generate the feeling of oneness and social harmony. These celebrations bring the students closer to each other's traditions and cultural beliefs and develop respect and understanding for each other's customs and traditions

Holidays are declared for regional religious festivals like 'Nagara Panachami', 'Bakrid', Srikrishma Janmashtami', 'Ganesha Chaturthi', 'Mahalaya Amavasya', 'Id Milad', 'Deepavali', 'Eve of Christmas', 'MakarSankramana', 'Mangalore Car Festival', 'Mahashivarathri', 'Good Friday', 'Ugadi', 'Pernal' etc. to facilitate staff and students celebrate and enjoy with family. Restricted Holidays can be availed by the staff on few more festivals like 'Nativity of Mary', 'Onam', 'Rigupakarma' etc. to give due respect to all the religions. For all the religious festivals staff and students wish each other or send messages through whatsapps.

On the traditional day or Students Day, students are allowed to wear an attire of different region or state showing unity in diversity. Orientation programme and Fresher's Day organised for the first-year degrees students to familiarize with each other, with teachers and also to showcase their talents.

To commemorate the birthday of Dr. Sarvapalli Radhakrishna, Teacher's Day is celebrated. International Women's Day, Mother language day, Gandhi Jayanthi day, Martyrs Day, Sadhbhavana day, International Yoga Day, Republic Day, Independence Day, Founders Day, Vanamahotsava day, Constitution Day, Human Rights Day are celebrated to promote a sense national integrity and patriotism.

Motivational lectures of eminent persons of the field are arranged for all-round development of the students for their personality development and to make them responsible citizens following the national values of social and communal harmony and national integration.

Besides academic and cultural activities, physical fitness programmes, rally, Nutritional Food week, World Breast-Feeding week awareness programme are organised. This way the institution take initiative to provide an inclusive environment for everyone with tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic, and other diversities.

- A day in the college starts with College Anthem. The lyrics of college anthem echo the hopes and aspiration of the institution. Students are trained to give respect and honour the college anthem. State Anthem helps evoke feelings of patriotism among the students and reminds them tradition, history, beliefs, glory, beauty and rich heritage of the state.
- Fine Arts club of our college conducted 'Impress by Express' Talent show through virtual mode. Students depicted their talents through dance, singing and drawing.
- Folk culture club conducted various programmes like orientation on glimpses of Traditional Indian Culture, PPT on folk dance forms of Karnataka, Video making competition on preparation of Aati (month of July) traditional food, garland making competition, 'Kottige' preparation from jackfruit leaves.

- During Navarathri college organizes Ayudha Pooja and Sharadha Pooja. All the students celebrate the festival of color 'Holi'. Usually, On account of 'Onam' Flower Rangoli - 'Pookalam' competition will be organized. Due to Lockdown this year these are not celebrated in the college.
- In connection with Ganesh Chaturthi festival, Modak (tradition food) preparation competition was organised for the students.
- The language departments jointly organized self-composed poem recitation competition to deliberate the linguistic harmony.
- The Drama troupe of our college 'Benaaka', staged a kannada theatre drama 'Badukina Bavane' (Sufferings in Life) written and directed by Ms. Ruchitha, alumni of our college.
- Konkani Association has conducted 'Diwali lantern' making competition for the students and the staff.
- National level webinar was conducted by the department of Kannada on the topic "Covid-19, Literature and Cultural world" through Google Meet platform. 300 participants attended this programme from different colleges.
- The department of Hindi organized a national webinar on the topic "Impact of Covid-10 on literature and society. The workshop to enhance knowledge on Novel form of Hindi Literature was organized. Faculty members of many other colleges attended this workshop.
- Covid-19 Vaccination drive was held three times in the auditorium which has benefitted even the outsiders.
- NSS volunteers have participated in 'Karavali Uthsav'- a cultural fest procession and also participated in the cultural events.
- Prize distribution programme organised for all college NSS unit was held in our auditorium.
- Ms. Araadhana has participated in 'Gana Chanadana'- Mega Audition organized by Doordarshan TV Kannada channel.
- The professional team from Bangalore displayed a theatre drama in the college auditorium.
- The local TV channels organizes comedy skit competitions in the auditorium and provides opportunity and motivate the artists to showcase their talents.
- The popular Drama team of the district like Neenasam artists conducts demonstration on dramatical skills to our students.
- The Drama troupe of our college 'Benaaka', staged a theatre

drama 'Badukina Bavane' (Sufferings in Life) written and directed by Ms. Ruchitha, alumni of our college.

- Konkani Association has conducted 'Diwali lantern' making competition for the students and the staff.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
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

Keeping the mission statement in mind the institution is trying to kindle in the students an awareness of their rights and responsibilities and impart to them the basic human values to evolve into thinking independent and self-respecting women.

- The day starts with the meditation music followed by College Anthem which gives awareness to the students that earnestness, perseverance and determination can help them to gain knowledge.
- Motivational talk by the faculty members on different topics related to human values guides the students to take into account human elements when they interact with other human beings. It also helps them to develop their overall personality.
- E-voting for Student Union Council election held in the college inculcate the values for being responsible citizens as reflected in the Constitution of India.
- National level E-quiz conducted through Google Form to enrich the knowledge on Indian Constitution.
- 'Constitution Day' was celebrated to commemorate the adoption of the Constitution of India and to pay tribute to an architect of Indian Constitution Dr. B.R. Ambedkar.
- Interdepartmental National webinar was organised with



special focus on 'Citizen's duties.

- Intercollegiate poster making competition was held on the topic 'Serve Humanity for better promotion of Human Rights'.
- To commemorate the victory of Kargil War National Level Webinar was conducted on 'Kargil Vijay Diwas' through Google Meet platform.
- To inculcate social responsibility and human values with the students, 'A Day with the forlorn aged'-Luncheon time with the aged was organised at Dr. Giridhar Rao Sanjivi Bai Vriddhashram by the department of Secretarial Practice.
- The department of Economics distributed uniforms to the students of Besant Kannada Primary School to inculcate human values with the students.
- 'A day against child labour' was conducted by the NSS unit to bring awareness on social evil. The students prepared videos and posters on child labour. Due to Covid-19 lockdown this programme was conducted online.
- As a part of community service, members of Rangers unit donated 80 masks to the police department during Covid-19 pandemic. Ranger students proved their social concern by volunteering to serve the candidates during CET exam, 10th Std. exam and other Government exams conducted during Covid-19 in different centers, by sanitizing, thermal scanning, creating awareness of wearing masks and social distancing. Ranger Unit also volunteered Covid Vaccination campaign conducted in the college.
- The Student Council had organized webinar for students and staff on the topic 'Exam Stress Management' in association with Skilling India.
- 'Hale Baeru Hosa Chiguru' ('The old root, new shoots' -Text book for Value Education class)

The meaning of the title of this book is 'The old roots, new shoots. It is a book of Self-learning material for personal growth and value education, prepared for the students of Besant Institutions compiled by Sri Raghavendra Prabhu M and Dr Meenakshi Ramachandra (retired Kannada Professor). This book is referred by the lecturers to take value education classes for the students. Through this book an attempt is made to usher fresh thoughts and good human values among the youth.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

**B. Any 3 of the above**

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
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	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

**National festivals play an important role in planting the seed of nationalism and patriotism among the students. Celebration of these festivals commemorates the sacrifices of our great leaders and freedom fighters who laid down their lives in the foundation of this country.**

- Independence Day was celebrated by hoisting the flag and singing patriotic songs.
- Sadhbhavana Day was celebrated by the NSS unit to commemorate the birth anniversary of Late Mr. Rajiv Gandhi,

the former Prime Minister.

- On account of International Women's Day, the Student Union Council was inaugurated. Group-D staff of Besant Primary school were honoured for their service rendered to the institution.
- Founders Day was celebrated by the institution to commemorate the birth anniversary of Annie Besant. Academic exemplary prizes were distributed to the students on this day.
- On account of Gandhi Jayanthi, Department of Physical Education & Sports had conducted 'Fit India Freedom-RUN anywhere anytime- move to be fit' programme.
- Students and staff participated in online 'International Yoga Day' organized by the department of Collegiate Education.
- On Martyrs Day silence for 2 minutes was maintained at 11 am in the college premises.
- National Youth Day was celebrated by the NSS unit to commemorate the birth anniversary of Swami Vivekananda.
- Republic Day was celebrated by the institution.
- Self-composed poem writing competition was organized by the Departments of Hindi, Kannada and Sanskrit on account of 'International Mother Languages Day'.
- On account of 'World Population Day' the department of Economics has conducted virtual elocution competition on the topic 'Pros and cons of population growth on Indian economy'.
- In connection with 'National Nutrition Week', the department of FND has conducted online art competition on the theme 'Eat right - Bite by Bite'.
- In connection with the celebration of 'World Breast Feeding Week' the department of Home Science in association with Inner Wheel Club had organised a National Level Webinar on the topic 'Protect Breast Feeding - A message for the mother to be'.
- Faculty members have participated in many webinars and e-quizzes conducted by other colleges on account of National recognised days like 'World Food Day', 'International Yoga Day' etc.
- 'World Consumer Day' was celebrated in association with District Consumer Union. The guest speakers highlighted the importance of awareness of the Consumer rights.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
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 No. 1

1. Title of the practice: "Women Empowerment through Skill Development"

1. Objectives of the Practice:

- To improve employability and income-earning opportunities
- To boost their performance by improving the quality of work
- To develop personality of students and raise their status in the society
- To develop and strengthen the entrepreneurial traits

1. The Context:

Women Empowerment means a freedom of women from the vicious circle of social, political, economic and gender-based discrimination. It is essential for them to be skilled in order to be able to better serve their families at home as well as professionally. Women's economic participation and empowerment are fundamental to strengthen women's rights and enable them to have control over their lives and exert influence in society. Skill development not only creates employment opportunities but also empowers them. Women if given the opportunities and the right exposure can excel themselves in any field. Such skill development activities are conducted for students regularly in the college to instill the required skills and abilities in order to shape up their overall personality. Skills development is a key to success which improves productivity, employability and earning opportunities. It is the bridge between job and workforce. Along with academic excellence it is equally important

for the girls to acquire various other skills to face challenges in life. Today, it is considered as an important and indispensable tool for women empowerment. The main purpose of skill development is to build confidence among the students. Skill Enhancement courses like digital fluency, Artificial Intelligence or such other skill-based courses are incorporated as a part of higher education course under National Education Policy, which is made mandatory for the degree students.

#### 1. The Practice:

The Women Cell, EDP Cell, 'Besant Skill Development Centre' and some of the departments conducts training programmes, workshops, demonstrations, certificate courses, awareness lectures and competitions to empower our students.

- Those activities include artificial jewellery making, quilling, quilt making, fabric jewellery crafts, face mask stitching, flower arrangement, tailoring skill, talk on Atrocities against women etc.
- Interactive session with the empowered women of rural areas helps the students to get inspired by their life skills.
- The Speakers club helps the students to enhance public speaking skills and communication skills.
- Leadership training programme conducted for the office bearers of Student Union Council helps them to empower with leadership skills and management skills.
- 'Functional English' and 'Prakrith' certificate courses help them to empower with language development.
- The programmes related to gender equity, Human Rights, Consumer Rights etc. conducted in the college empowers our students socially, politically, economically and legally.
- Inter-class competitions and intercollegiate fests help the students to showcase their skills, creativity and talents, leading to enhanced opportunity for employment. Students can make a career using dramatical and dancing skills for which they are trained under theatre team of our college 'Benaka' and Fine Arts Club.
- Computer based skills, interview facing skills, CV writing skills etc. included in the curriculum and programmes conducted by Career guidance Cell builds confidence among the students to apply for the jobs.
- The physical fitness activities conducted by the department of Sports and Gym help the students to maintain their health.
- During Covid-19 lockdown webinar was conducted by Student



Union Council in association with Skilling India on the topic 'Exam Stress Management'.

- The department of Home Science trains the students on various Home Management skills like diet and nutritional food preparation, tailoring, flower arrangement, storytelling techniques, creating Book Mark etc. which is essential for girls. The department of B.Sc. FND and M.Sc. FSN prepares the students to become future dietitian.
- The certificate courses conducted by the different departments and associations helps the students to enhance variety of skills.
- The vocational course provides opportunity to the students to undergo on-the-job training in different organisations which help them to acquire corporate skills, HR and management skills.
- The fests like 'BEQUEST', 'INNOVISION' gives opportunity to the Student Union Office bearers and other students to improve their leadership skill, communication skill and imbibe organising ability.
- The programmes conducted by the Placement Cell strengthen the interview facing skills, group discussion skills and other job-related skills.
- 'Besant Skill Development Centre' train the interested students on tailoring skill.
- Participation in Intercollegiate competitions improves the presentation skills, anchoring skill, dramatical skills and co-ordinating skill of the students.
- The department of Sociology conducted guest lecture on "Post covid challenges & opportunities for youth in the education sector" to bring awareness of various opportunities, trends, skills necessary to make them tech savvy to take on the digital world.

#### 5. Evidence of Success:

- The hands-on training on making artificial jewellery, mask stitching or such other crafts, helped the students to acquire entrepreneurial skills and created interest among them to become entrepreneurs.
- Many students, teaching and administrative staff appeared for 'Prakrith' certificate course and bagged top ranks.
- The ability of the members of 'Benaka' theatre team to write, act and direct the dramas itself is yet another evidence of success for dramatical skill enhancement. The students are able to do flower arrangement, table setting,



food serving to the guests whenever there is a programme in the college.

- The class representatives, student secretaries of various associations, student union office bearers gain confidence to lead the student community and manage the various events in the college. They are also trained to maintain cleanliness and discipline during any programme in the college. This is evidence of their leadership quality.
- The Student Council in association with IQAC conducted workshop on leadership titled 'Called to Lead'.
- The Journalism course inculcate good journalistic principles, report writing skill and practices among young people and motivate them to work in media.
- Webinar on story telling was organised by the department of English, which helped the students to enhance story telling techniques. The department of Home Science also focus on this aspect as their course project and organised an exhibition.
- The department of Secretarial Practice and Computer Science jointly conducted international webinar on the topic "Mastering Soft skills to propel Career growth", with the purpose of strengthening soft skills and enhance employability, managing priorities, acquiring Leadership Skills to overall Personality Development. But, due to lockdown interactive session could not be conducted.
- Non-computer students are given training on fundamentals of computing, to provide knowledge on hardware and MS Office.
- Research and Development Cell organised research series webinar to provide an opportunity to the students to enhance research paper writing skill.
- The department of Commerce and Management organised knowledge sharing national level webinar on data analysis using SPSS software. Certificate Programme in Banking, Finance and Insurance (CPBFI) was also launched in association with Bajaj Finserv Limited, Pune.

#### 1. Problems Encountered and Resources Required:

- Covid-19 pandemic was the major problem encountered this year.
- Career guidance programmes, seminars, Workshops, competitions, quizzes were conducted online, so face to face interaction was not possible.
- Due to technical issues many students could not join online programmes

- Financial constraint for organizing programmes and payment to resource persons.
- Skill Development programmes or certificate courses becomes an arduous task as students give priority to academics.
- Class work may have to be compromised due to skill development programmes.
- Causes inconvenience to the students coming from hinterland during holidays and beyond working hours.
- The nominal registration fee charged for the Certificate courses is an additional expense.

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#### Best Practice No. II

##### 1. Title: "Inculcation of Traditional and Cultural values"

2. Objectives: In tune with the Vision and Mission, the college adopts non discriminative policy of admitting all students who seek admission, inspires a deep sense of pride for the nation by inculcating traditional and cultural values with the following objectives:

1. Providing an opportunity for the students to celebrate traditional festivals which are losing importance due to modernisation.
2. Familiarising the richness of Indian and local culture and to keep the traditions alive among the younger generation.
3. Creating awareness on nutritional value of various food items, the rituals observed and significance of the festivals.
4. To bring out the multifaceted potentials of students by involving them in cultural activities.
5. To provide a platform for budding artists and be a catalyst for overall personality development by grooming the students for their future career and life.

##### 3. The Context:

Several thousand years old value-based cultural traditions of India have encoded massively while in contrast, deterioration of value is experienced worldwide. This is why political and economic corruption, scandals, scams, anti-social and anti-national activities are steadily rising. The introduction of traditional culture into education not only encourages the cultivation of students' moral quality but also boosts the

extension and inheritance of traditional culture. It nurtures the sense of belonging, identity, and strengthens community participation; it also promotes appreciation and understanding of history and cultural heritage. Cultural heritage is not only about old things but also about new objects, practices, and places which hold cultural value for recent generations.

- Promoting good aspects of the different culture in academic institutions is a learning experience for the students.
- It is an opportunity for students to appreciate, respect and participate in festivals of all religions.
- Promotes harmony among different sections of students, bridging the linguistic and regional barriers.
- They are the most effective way of bringing the youth together on the same platform.

#### 4. The Practice:

Culture is the foundation of education, good governance and sustainable development. Student learning is grounded on the unique values, norms, cultural beliefs, knowledge, practices, heritage, language, experiences of the community. Preserving the cultural memory will lead to a greater understanding of the nation, society and community. The influential facts of education on culture are: preservation of culture, transmission of culture, promotion of culture and equipping man to adapt to the changing cultural patterns and moulding his personality. Culture paves the way for education while education is responsible for flavouring the cultural values in life. Our Culture and philosophies need to be respected by studying and practicing.

In order to achieve these objectives, the college has strengthened Folk culture club, 'Benaaka'-a Drama Troupe, Fine Arts association and Intercollegiate association with a faculty member as coordinator and a student secretary. These cells provide an opportunity to the students to imbibe traditional and cultural values by organising myriad programmes and celebration of festivals. To mention a few :

- Folk culture club organised 'Aatida Onji Koota'- a traditional food preparation video making competition, Talk on the topic "Folk dances of Karnataka", Garland making competition etc.
- 'Benaka' Drama club staged a play called ' Badhukina Bhavane' written, acted and directed by our student.
- Fine Arts association conducted online talent fest 'Impress

and Express'. Even during lockdown period students got the opportunity to showcase their talents through this programme.

- The department of Kannada organised a webinar on the topic 'Covid-19, literature and cultural world.
- All the language departments jointly organised self-written poem composing programme to inspire the budding poets.

The students could not participate in intercollegiate competitions due to Covid-19 pandemic. The programmes and activities help students overcome stage fear and builds confidence and self-esteem. They also learn to manage time effectively, acquire leadership skills and sense of responsibility. The coordinators and the members are responsible for the execution of the programmes in consultation with external agencies, Academicians, Famous Writers, Artists, Actors, Research Scholars including Government agencies.

#### 1. Evidence of Success:

- 'Aatidonji Dina' traditional food preparation video making competition was organised by the Folk Culture Club of our college. The students prepared with their family members the different nutritious dishes of Tulu Nadu cuisine laid out for 'Aatida Onji dina'- (A day in the month of Aashaada) and sent the video to the convenor as per the instruction. There is a belief that Aati cuisines are medicinal and good for health during mansoons that makes people vulnerable to ill health.
- The Folk Culture Club has organised an Orientation Programme for the students on 13.02.2021, to create an awareness about the values of Indian Tradition, Folk Culture, its continuity and Diversity.
- The Folk Culture Club of the college has organized a talk on the topic "Different folk dance forms of Karnataka" on 17-03-2021.
- We see how nowadays, the younger generation is getting indulging in more and more junk food, which is harmful to their health. The talk on the topic "Traditional food and its importance" was taken up for the students of Folk Culture Club on 20.03.2021 to bring awareness on the long history of supporting health and wellness by eating traditional food which is nutrient rich.
- A Christmas star making competition was held for students, teaching and non-teaching staff.

- 'Kottige' is a traditional food mostly used in Southern parts of India. Essentially idli batter steamed in mini leaf baskets woven out of 4 Jackfruit leaves strategically placed and pinned together with sharp pieces of broomstick. Folk Culture Club of our College conducted a training programme on "Kottige Making" for its members on 27.02. 2021.
- A Garland Making competition was held for these students, allowing the students to display their artistic talents and to enhance creativity, colour recognition and to be environmentally friendly.
- 'Badhukina Bhavane'-The drama written, directed and acted by the final year student is evidence of success itself which was possible through the dramatical skill training provided by 'Benaka' the drama club.
- The members of Fine Arts association got an opportunity to depict their variety of talents like dance, singing, drawing etc. in an online mode during lock down period.
- 'Modak preparation' competition was held by the department of Home Science - which is a delicious traditional food prepared on the auspicious day of Ganesh Chaturthi. The people from outside also participated.

#### 1. Problems encountered and Resource required:

A few students are extremely talented. they need some motivation, support and guidance from the teachers and resource persons.

Covid-19 pandemic lockdown was the major problem, due to which the students could not exhibit their talents in the college.

- Availability of funds to organize the programmes
- Dearth of Resource persons proficient in culture / tradition.
- Non encouragement by the parents to participate in cultural activities because of fear of poor performance in academics
- Coordinating the programme,
- getting support from all the faculty members and students is a challenging task.
- Due to time constraint, if the practice sessions are conducted during the working hours students cannot attend the regular class work.
- Convincing the parents, to permit the wards beyond workings



hours for practice is difficult when they come from far of places.

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File Description	Documents
Best practices in the Institutional web site	<a href="#">View File</a>
Any other relevant information	No File Uploaded

### 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

**Our Vision is:**

- To bring higher education within the reach of all women who seek it.
- Admission on a non-discriminative basis to help them evolve into competent individuals to be of better service to the family and the Society.

We focus on girls' education because it sets on a path to greater economic opportunities and participation in their societies. Over the years, our college has achieved continuing success in serving the cause of female education. Through an innovative and informative learning experience our students gets the opportunity to occupy better place in the modern competitive world. Our institution has made its mark in academics, sports and cultural field. All the Department Programmes and the Association Programmes are based on the Philosophy of our Vision. There are 14 departments in under graduate courses and 2 PG courses which meticulously plan various activities and programmes in order to develop qualities essential to make students proficient in the two most vital feminine concerns of the modern times: home and career. We admit all students irrespective of their caste, Creed, Colour, Language, Marks etc.; As per the guidelines of Mangalore University, the minimum pass mark is maintained.



Though Covid-19 pandemic has disrupted education, continuous online classes were taken up by the teachers through different virtual platforms. The COVID-19 pandemic has had a major effect on our lives. Many of us are facing challenges that can be stressful, overwhelming, and cause strong emotions in adults and children. In order to cope with these issues many National and International webinars, online FDPs, Quizzes and competitions have been conducted by the different departments. Most of them were on the topic related to mental health, Immunity Boosters, Physical fitness etc.

- The associations like Women Cell and EDP Cell conducts programmes to empower the students with multi skills and motivate them to become entrepreneurs. This year due to Covid-19 pandemic, these associations felt the need to teach stitching of face masks. The Ranging unit participated as volunteers to follow Covid-19 SOPs during exams.
- The Entrepreneur Development Programme (EDP) cell concentrates on developing of Self-employment skills.
- The Anti ragging cell and PoSH cell bring awareness on students' safety and security.
- The environment club develops the interest towards our environment and safe guard it for our benefit as well as the benefit of the future generation.
- The R & D cell aims to create an interest among the students to write Research papers.
- The Consumer Cell trains the students on the issues that pertain to a consumer. It helps the students to exercise more caution while purchasing the household or domestic things.
- The innovation Cell put their efforts to harness the talent and be innovative in their thoughts and action. It teaches them to think "Out of the Box".
- The HRD cell conducts Programmes which will help the students to face interviews and tests confidently and win over their adversaries easily.
- A separate Sports Department helps the students to be physically fit and thus shine at the College, Inter-Collegiate, University, State and National levels.
- NSS, Outreach cell, Rangers, instill among the students

Environmental Consciousness, Corporate Social Responsibility and discipline.

- The traditions and cultures are taught through the Folk Culture Club. 'Aatidonji Dina' - an exhibition and competition of traditional food prepared from locally available greens & vegetables that grow in Thulunaadu, conducted in the month of July (Aati).
- The Youth Red Cross helps the students to have thorough knowledge of the Lifesaving skills in case of an emergency and gives training on First Aid. This helps them to be alert and meet any emergency with confidence and calmness.
- The department of Commerce conduct knowledge sharing webinars and quizzes on different topics like use of SPSS software, GST, Financial Literacy, Cost and Management accounting etc. to make the students employable in the competitive job market.
- The department like Secretarial Practice trains the students to be an efficient Secretary in an office. They are trained on Computer skills, communication Skills, Personality Development skills, Correspondence skills, and speech delivery & writing skills.
- The Department of Home Science and Food, Nutrition and Dietetics teaches about the various Nutritional values of the Food that we consume, thus making them aware of the health issues.
- The department of Computer Science and Data Processing empower the students with knowledge of Information Technology, Software and Hardware which is the need of the hour.
- The department of Political Science conducts programmes to enrich the knowledge on Indian Constitution, Human Rights and Citizens Duties.
- The department of Economics conducts programme to enhance knowledge on Union Budget and also organises industrial visit.
- Gender Equity and Women Empowerment related programmes are conducted by the department of Sociology.

- The certificate courses like 'Prakrith' conducted by the department of History provides an opportunity to the teachers, non-teaching staff and students to gain knowledge on historical languages.
- Functional English Certificate course conducted by the department of English provides the essential knowledge, skills and understanding that will enable the user to operate confidently, effectively and independently in life and at work.
- The weekly value education and the daily motivational talks add further weight for the wellbeing of the students. They learn about our traditions, cultures, etiquette, speaking the truth at all times, believing in the Philosophy of honesty, respecting teachers and elders and other such values.
- The aim of our vision is to bring out well mannered, educated girls who are respected in the society and they serve the Society by caring for humanity and being humans first. Because of this learning platform provided by various cells or departments the students do not nurture any hate or ill feelings with each other. They grow to be good citizens of the Country.

File Description	Documents
Appropriate web in the Institutional website	<a href="#">View File</a>
Any other relevant information	No File Uploaded

### 7.3.2 - Plan of action for the next academic year

- Introduce online/offline Add-on skill and value based Certificate courses
- Focus on collaborations by all the departments and organize at least two activities
- Organise online/offline faculty development programme.
- Organise International and National webinars/Conferences /Symposia
- Organize entrepreneurship development programmes
- Perspective plans for online teaching of Elective classes

and skill enhancement classes(NEP)

- Strengthening industry Academia networks for imparting Marketable skills and support placement
- Focus on placement training, through mock interviews, workshops, fellowship and internship programmes.
- Organisation of outreach programmes related to community health, hygiene and literacy.
- Promotion of Gender Equality, harmony and Green Consciousness to instill awareness and its application.
- Consciousness and respect towards local culture and Heritage.
- Continuation of experiential learning methods.
- Expand and strengthen the collaboration with hospital sectors especially by the Food and Nutrition Department.
- Gender champions and strengthening women's cell to organize improvised programmes.
- Research and Development Cell shall develop in house Research Journal and encourage research culture among the staff and students. Focus on the presentation and publication of articles.
- Innovation club to be strengthened to carry out skills and competency mapping programmes.