



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution		SRI SAI COLLEGE FOR WOMEN
• Name of the Head of the institution	Prof.Ramanjaneyalu	
• Designation	Prinicipal	
• Does the institution function from its own campus?	No	
• Phone no./Alternate phone no.	080 23324716	
• Mobile No:	9986408779	
• Registered e-mail	srisaicollegeforwomen@gmail.com	
• Alternate e-mail	dargaanitha@gmail.com	
• Address	#1839, 3rd Cross, 'D' Block, 2nd Stage, Rajajinagar, Bangalore-10	
• City/Town	Bangalore	
• State/UT	Karnataka	
• Pin Code	560010	
2.Institutional status		
• Affiliated / Constitution Colleges		
• Type of Institution	Women	
• Location	Urban	

• Financial Status	Self-financing				
• Name of the Affiliating University	Bangalore City University				
• Name of the IQAC Coordinator	D.Anitha				
• Phone No.	9916446351				
• Alternate phone No.	080 23324716				
• Mobile	9916446351				
• IQAC e-mail address	srisaicollegeforwomen@gmail.com				
• Alternate e-mail address	dargaanitha@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year)	https://assessmentonline.naac.gov.in/public/index.php/postaccreditation/generatePDF_agar/eyJpdiI6IjZCdEYzaEM4THNhclVGRjNFdVlGanc9PSIsInZhbnVlIjojYWx0R1JVUmVDC1ZKTUVyZjlnYmU0OTU0IiwibWFjIjojZTQ1MzE1ZmI				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.srisaicollegeforwomen.org/calendar-of-events-2020-21				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 3	B	2.01	2019-20	14/02/2020	13/02/2025
6.Date of Establishment of IQAC			18/08/2008		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
nil	nil	nil	nil	nil	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		

<ul style="list-style-type: none"> • Upload latest notification of formation of IQAC 	View File
9.No. of IQAC meetings held during the year	02
<ul style="list-style-type: none"> • Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes
<ul style="list-style-type: none"> • If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
<ul style="list-style-type: none"> • If yes, mention the amount 	
11.Significant contributions made by IQAC during the current year (maximum five bullets)	
<p>Making the teachers acquainted with the values of institutional accreditation and the new method of NAAC ACCREDITATION. Making arrangement for sending important notification through SMS to all stake holders of the college regularly. IQAC meetings conducted twice in a year action plan was conducted in the IQAC meeting. Carrier guidance placement cell strenghtend.</p>	
12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year	
Plan of Action	Achievements/Outcomes
To encourage activities:-	Nil
To improve the quality of teaching:-	Nil
To monitor the performance of the students on a regular basis:-	Nil
To motivate the students to participate in extra-curricular activities:-	The commerce &Management Forum & the Cultural Committee organised various events & motivates

	<p>the students to take up the task of organising various events of the college like seminars, workshops, management programmes, cultural programmes etc. The students are also sent to other institutions to participate in the competitions organised by them. NOTE: Due to COVID-19 Pandemic the above extra circular activities were not been conducted for the year 2020-21.</p>
To strengthen IQAC :-	<p>The IQAC with its sub-committees have left no stone unturned to achieve the goals of IQAC. All the sub-committees with teachers and students as members are striving hard to fulfill their responsibilities.</p>
To maintain an eco-friendly Environment	<p>Environment consciousness is imbibed in the students through various environment awareness programmes. The importance of using eco-friendly health and hygiene products was emphasised. Educating the students about environment issues in and around the college premises like preserving greenery, segregation of waste, planting of samplings & lawn development, use of flower pots etc.</p>
To bring Innovation in the teaching & learning process :-	<p>Efforts have been made to bring innovation in the teaching learning process through the use of technology like PPT. Due to COVID-19 pandemic & its gigantic spread for the year 2020-21 to adhere strictly to online classes. Guidelines were framed for teaching online classes, conducting online internals & instructing the</p>

	students to submit the assignment given in an online mode.
To Promote women empowerment in various fields :-	Women empowerment is one of our best practices. The women empowerment cell plays an active role in organising various lecture programmes by inviting prominent women entrepreneurs to motivate & empower students with entrepreneurial skills & so on, college level projects on women entrepreneurship are given to students. Note: Due to COVID-19 pandemic the above activities were not been conducted for the year 2020-21.
The details of the action taken by management are as follows.	Nil
Nil	1. The management meets the coordinators of the different committees online.
Nil	2. The progress and activities under the guidance of each sub-committees of IQAC were restructured by the management from time to time.
Nil	3. The management not only monitored the progress but also guided and provided financial support to carry on the activities smoothly.
13. Whether the AQAR was placed before statutory body?	Yes
<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
Management	02/02/2022

14. Whether institutional data submitted to AISHE	
Year	Date of Submission
2020-21	11/01/2022
15. Multidisciplinary / interdisciplinary	
16. Academic bank of credits (ABC):	
17. Skill development:	
18. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)	
19. Focus on Outcome based education (OBE): Focus on Outcome based education (OBE):	
20. Distance education/online education:	

Extended Profile

1. Programme

1.1 01

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

File Description	Documents
Data Template	View File

2. Student

2.1 91

Number of students during the year

File Description	Documents
Data Template	View File

2.2 91

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

File Description	Documents
Data Template	View File

2.3 86

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1 09

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2 09

Number of Sanctioned posts during the year

Extended Profile	
1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	01
File Description	Documents
Data Template	View File
2.Student	
2.1 Number of students during the year	91
File Description	Documents
Data Template	View File
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	91
File Description	Documents
Data Template	View File
2.3 Number of outgoing/ final year students during the year	86
File Description	Documents
Data Template	View File
3.Academic	
3.1 Number of full time teachers during the year	09
File Description	Documents
Data Template	View File

3.2	09
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution	
4.1	15 classrooms and 01 seminar hall
Total number of Classrooms and Seminar halls	
4.2	1000612
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	60
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 College has the mechanism for delivery and documentation of the curriculum set by the Bangalore City University to achieve the educational, social and cultural objectives. The institution is affiliated to Bangalore City University. The curriculum is framed by Bangalore City University. The yearly academic calendar is designed and published by Bangalore City University.

The process involves a number of specific decisions taken at the Staff Council and Department Committees to determine workload, allocation of work, preparation of Time Table and recruitment. The College identifies extension and tertiary activities that dovetail into teaching material and enrich it further. Every department has the space to participate to enhance and enrich the learning and learning outcomes - research and knowledge - through the curriculum. Department organize Seminars, Conferences, Workshops, Symposia, Student Paper Presentations and Projects to supplement and complement the prescribed curriculum.

Before commencement of each semester, academic calendar is prepared by the college and implemented by all departments. Subject allocation to the faculty is done as per specialization. Subject distribution is done well in advance for proper academic preparation. Theory teaching plans, practical teaching plans, are prepared by the faculty for the respective subjects allotted before commencement of semester schemes considering academic calendar and time table. Faculty maintains course file which contains the following: Mission and vision of the college, Academic calendar, Individual time table, teaching plans, university question papers. After preparation of course files as per academic calendar and time table, classes are conducted online by faculty members. Faculty member have to give the review of the syllabus at regular intervals to the principal. Ø Faculty members of all the departments submits the report of the syllabus covered to the principal at the end of every week. Ø The college also encourages the faculty to attend FDP (faculty development program) online on latest technological and academic development and to enrich their academic knowledge.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

One of the major components of our education system is examination. The education process in any discipline of learning ends with examination. The entire effort put in by teachers on teaching and student on learning is centered on getting good results in the examination. • The performance of students is monitored on a regular basis. The college follows rules and regulations and examination practices as prescribed by the Bangalore City University in conducting internal examinations. • Test and examination committee of the college conducts regular test and examinations to familiarize the students in taking up the university examinations with confidence. • The internal test were conducted online • Two internal tests were conducted online for 25 marks. The average is calculated as the final internal marks. • Classes are conducted online according to the time table after

which test and internal examinations will be conducted for the syllabus covered in order to evaluate the performance of the students. • Faculty members will award internal marks on the basis of the student's regularity to the classes, their behavior in the class, their performance in the tests conducted by the examination committee and their regularity in the submission of the assignments.

File Description	Documents
Upload relevant supporting documents	No File Uploaded
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

C. Any 2 of the above

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

01

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)	View File

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

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

03

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

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

126

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

20

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

The Bangalore City University in its curriculum has added subjects like Environment Studies, Science, Society and Value Education

which are relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability. The Institution follows these subjects prescribed by the BCU.

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	No File Uploaded

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

0

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

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

00

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

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

C. Any 2 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

C. Feedback collected and analyzed

File Description	Documents
Upload any additional information	No File Uploaded
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

180

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

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

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

76

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

Lectures are carried on according to the time table after which test will be conducted for the syllabus covered to know the performance of the students. The lecturers identify the capabilities of the students from their performance in the test and in the classroom. The students are supported in the best possible manner by the faculty members. The advanced learners are given opportunities to present papers in the class and are encouraged to get prepared for the semester examinations to secure high percentages and also to secure a rank in the university. They are also encouraged to acquire the latest information through the internet and also through various journals available in the library and are also motivated to read reference books to develop their knowledge and skills. These students are provided with advanced information and challenging issues depending on the subjects. They are asked to solve the model question paper and they are given special guidance to perform better in the future. The advanced learners are given assignments and projects at the institutional level to improve their knowledge and they are also encouraged to participate in inter-collegiate debate and quiz competitions to enhance their knowledge.

Special care is taken of the academic weak students by the faculty

members. Extra coaching is provided in respective subjects. Class tests are conducted based on previous year question papers. To enhance their performance regular remedial classes and extra classes are taken by faculty members in their respective subjects to enable these students to cope up with the syllabus. Extra assignments are given to slow learners to improve their learning capacity and regular test will be conducted to evaluate the progress of the students. The students are also given extra books from the library. To improve the confidence level of the students, confidence building lectures are arranged. Some faculty members guide the students personally as well as they are encouraged to discuss their problems. Poor performance in the class room due to absenteeism is intimated to the mentors and parents by phone calls and through meetings. Corrective steps are taken accordingly. The advance learners act as a mentors to the slow learners by helping them to solve previous year question papers which will be checked by the faculty members in their respective subjects. The advanced learners are given proactive leadership, class monitors, cultural coordinators etc., to foster their competitive spirit.

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
289	09

File Description	Documents
Any additional information	No File Uploaded

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

For enhancing learning experiences the faculty members adopt many ways, for example, lecture method, interactive method, project work method, computer-assisted method, Add on courses etc. Teaching and learning activities are made effective by these practices. Many teachers use the conventional black-board

presentation methods, especially in statics and many more commerce practical subjects. Also, some teachers use power point presentations and computer-based materials. To make learning interesting many teachers also use the conventional oral presenting methods. Some Student centric methods are given below:

Bridge course: bridge course is conducted at the beginning of every semester in which basic concepts are discussed.

Project methods: The project work stimulate student's interest on the subject and provide student an opportunities of freedom of thoughts and free exchange of different views. As per the requirement of syllabi, the project work is done.

Interactive methods: The faculty members make learning interactive with students by motivating student participation in group discussion, role-play, subject quiz, news analysis, discussions on current affairs, etc. Class room discussion in various topics are also done .

ICT Enabled Teaching: the college has Wi-Fi enabled class rooms with ICT where presentations are conducted by faculty as well as the students. The institution adopts modern pedagogy to enhance teaching-learning process. The institution has the essential equipments to support the faculty members and students.the library has vast collection of books to cater to the needs of the current generation of students and free access to the internet to make familiarize themselves with digital library, ITC etc.,

Student Seminars: The Student seminars are organized where in the papers are presented by students on contemporary topics to enrich their learning experience.

Group Learning Method: Group Learning method is now being adopted through whatsapp group. Student share their notes and study material through this method. Whatsapp group are made by an student or by the class teacher. They share the information to each other.

Black-board presentation: In this method, each student is given a certain question. And student has to solve this problem in the black-board.

Add on course- add on courses are given as extra subjects to the students who are ready to empower themselves for the job market. Example- tally, soft skill etc.,

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

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

Today, it is essential for the students to learn and master the latest technologies in order to be corporate ready. As a consequence, teachers are combining technology with traditional mode of instruction to engage students in long term learning. College uses ICT in education to support, enhance, and optimize the delivery of education. The following tools are used by the Institution.

ICT Tools:

1. Projectors-projectors are available in different classrooms.
2. Desktop and Laptops- Arranged at Computer Lab and all over the library.
3. Printers- They are installed at all prominent places.
4. Photocopier machines - Multifunction printers are available at prominent places in the college.
5. Scanners- Multifunction printers are available at prominent places.
6. ICT enabled classrooms- Three ICT enabled classrooms for effective teaching.
7. Auditorium- It is digitally equipped with mike, projector, cameras and computer system.
8. Online Classes- through Zoom, Google Meet platform
- 9.. Digital Library resources

Use of ICT by Faculty-

- A. PowerPoint presentations- Faculties are encouraged to use power-

point presentations in their teaching by using projectors. They are also equipped by digital library, online search engines and websites to prepare effective presentations.

B. Video Conferencing- Students are counseled with the help of Zoom / Google meet applications.

C. Online competitions- Various technical events and management events such as Project presentations, Business quiz, Debates, paper presentations etc. are being organized with the help of various Information Communication Tools.

File Description	Documents
Upload any additional information	No File Uploaded
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

08

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

2.4 - Teacher Profile and Quality

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

09

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

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

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

01

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

65

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

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 has transparent and robust evaluation process. In order to ensure transparency in internal assessment, the system of internal assessment is communicated with the students well in time. The Principal holds meetings of the faculties and directs them to ensure effective implementation of the evaluation process. According to the academic calendar, a student has to appear in internal tests conducted for 25 and 70 marks and class unit test. The schedule of the internal examination is decided at the beginning of the session, in the form of academic calendar.

The marks of internal test are shown in the classrooms and each student can ask about their performance. They can observe their test copies. Record of obtained mark is written in register. If there is any difference or discrepancy in their marks, it can immediately be corrected. The test copy of internal test is shown to students for their observation. Some teachers analyses the solution and method of solving the paper in the class-rooms, specially in practical subjects. Further, the concerning subject teacher keeps the record of all internal test. The parent teacher meeting is conducted at regular intervals during the semester. Parents are informed regarding their ward improvement in academic progress. Personal guidance is given to the poor performing students after their assessment. Students appearing for third year are asked to deliver the seminars of the concerned subject.

Topics are given by their teachers to the students to prepare for power point presentation. The method of internal assessment helps the teachers to evaluate the students more appropriately. Due to internal assessment, the interest of the student towards learning and attending the classes has been also increased. It has created the interest among the students to take active participation in various extra-curricular activities for their overall personality development. The seminar presentation improves the communication skills of the students which is very essential to face the interviews.

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

In our college examination process is transparent Test and

examination committee conducts regular test and exams effectively. The college has an effective system to address the grievances of the students for the internal assessment marks and also after the results is announced by the university at the end of every semester. The mechanism is transparent, time-bound and efficient.

Students write their internal exam in pink books. They are evaluated after every exam and are

returned to the students for verification. They can contest the evaluation process and the same shall be attended to. In the case of the end of the semester external exam, students are given sufficient scope for the redressal of their grievances to evaluation of different papers in the following manner:

1. They can ask for a photocopy of the test paper to check whether the paper is properly valued. In case, the evaluation is found to be defective, the students are legally eligible under the university rules for the revaluation.

2. They can also make a written request for the re-totaling of the marks within the stipulated time, after the publication of the results along with a fee.

3. The corrections in the final marks card statement also can be made by the student in written requisition which shall be addressed by the university as per the norms.

4. The Registrar or the Controller of the examination makes the final decision with regards to exam related grievances at the university level.

The college for its role meets up with the following to assess the student:

1. The college conducts two internal assessments in pink books and one preparatory exam before the end of every semester. The students are given the valued answer booklets and the grievances with regard to less marks are rectified immediately by the subject teacher.

- 2 .The internal marks are recorded in a format as per the norms of the university and college.

3. The class teacher assigned for each class maintains a record of the attendance, marks and such other details.

4. The weightage for attendance is recorded with the minimum of 40 to 60 hours of which the student is expected to have 75% of attendance. Failing which the subject teacher has the right to reduce the internal marks of the student.

5. The student is expected to have taken part in project work, class room discussions, seminars to gain the minimum marks set by the examination committee.

6. In case any grievance not getting solved by the subject teacher and the matter is taken to the Principal wherein the final decision will be made.

7. Suggestion box is kept at a common accessible location for the students who want to express their grievance and yet want to maintain their anonymity, in case they do not want to reveal their identity.

8. Continuous evaluation ensures student involvement and progress. Hence the students pass out in open competition with flying color.

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 college has clearly stated learning outcomes of the Programs and Courses. The following mechanism is followed by the institution to communicate the learning outcomes to the teachers and students. Hard Copy of syllabi and Learning Outcomes are available in the departments for ready reference to the teachers and students. We also publish in the departmental page in college website. The importance of the learning outcomes has been communicated to the teachers in every IQAC meeting. The students are also made aware of the same. Special orientation programme on

course outcomes are conducted to the newly appointed staff by the principal.

Department of Commerce

Programme Outcome

- This programme provide well trained professionals for Industries, Insurance Companies, Transport Agencies, Banking sectors, Financial companies, Warehousing etc. to meet the well trained manpower requirements.
- The graduates will get hands on experience in various aspects acquiring skills for Marketing Manager, Selling Manager, over all Administration abilities of the company.
- It provides students with the knowledge and technical skills in the accounting and financial fields.

Programme Specific Outcome

- The students should possess the knowledge, skills and attitudes during the end of the B.com degree course.
- By virtue of the training they can become an Manager, Accountant, Management Accountant, Bank Manager, Company Secretary, Professor etc.

Course Outcomes

- The student should have a thorough knowledge on the accounting practice prevailing in partnership forms and other allied aspects.
- On the successful completion of this subject the students acquires the knowledge about the various types of business organizations and office management.
- To enable the students to learn principles and concepts of Accountancy.
- The students are enabled with the knowledge in the practical applications of accounting.
- The students should be well versed in the fundamental concepts of auditing, accounting, entrepreneurship and knowledge in the finance institution.
- This course aims to provide an in-depth knowledge on the GST and provisions of Income Tax and to familiarize with recent amendments in Income-Tax.
- To keep the students conversant with the ever-enlarging frontiers of Cost Accounting knowledge.

- The student should be able to work efficiently in MS-PowerPoint and Tally.
- This course enables the students with the knowledge about the Capital budgeting , Working capital, cash management and financial management techniques.
- The student acquires the knowledge in the Management Accounting Techniques in business decision making.
- To understand the nature of human resources and its significance to the organization.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://www.srisaicollegeforwomen.org/_files/ugd/f260d0_2b19c5615f474c529cb029ae31fb8912.pdf
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.

At the beginning of every semester/year, the subject teacher conveys Course Objectives (CO) at the introductory part of respective subjects. The objective and outcomes are properly mapped for testing and evaluation of students so that PSO's are attained through the competency mapping in terms of knowledge and skills. The Department adopt both direct and indirect methods of assessment to ensure attainments of PO's and CO's.

Direct Assessment methods

- Internal Test
- Group discussion
- Student projects
- Power point presentations
- Mentor and mentee scheme
- Case study
- Assignments
- Co-curricular activities

Marks of internals test and preparatory exam are recorded in a register. The internal marks are uploaded online to the Bengaluru City university.

Indirect Assessment Methods

- Feedbacks
- Alumni meet
- Extracurricular activities

Feedback mechanism is used to improve Teaching learning process in outcome based education. Internal assessment is the requirement of the continuous assessment and is essential for the fulfillment of the COs and PO's. There is an internal examination committee that deals with the effective implementation of the evaluation reforms regarding the attainment of course outcomes and programme outcomes.

Besides, The college also tries to attain the course outcomes and program outcomes by conducting the activities such as cultural activities, N.S.S, Career Counseling, Personality Development Program, Communication Skills, Hindi day, Sanskrit day, management fest, awareness programme etc.

Note- unfortunately due to the covid-19 pandemic in the year 2020-21, the students were not physically present in the college campus and thus no extracurricular and extension activities were conducted.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://www.srisaicollegeforwomen.org/_files/ugd/f260d0_2b19c5615f474c529cb029ae31fb8912.pdf

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

84

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

2.7 - Student Satisfaction Survey

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

<https://www.srisaicollegeforwomen.org/class-room-analysis>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

00

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

3.1.2 - Number of 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

00

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

3.1.3 - 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

06

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

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**

00

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

3.2.2 - 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**

03

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

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

Sri Sai College for Women has always strived its best for the holistic development of the students. The college encourages the students to participate in community services like Health and physical check-ups, NSS Camps at Sri Satya Sai Multi-speciality Hospital, Gender awareness programs, environmental protective activities, AIDS awareness, educating girl children etc.

Unfortunately, due to the COVID-19 pandemic in the year 2020-21, the students were not physically present in the college campus and thus no such extension activities were conducted.

File Description	Documents
Paste link for additional information	Nil
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

00

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

3.3.3 - 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

00

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

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

00

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)	View File

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**

01

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	No File Uploaded
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**

01

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	View File

INFRASTRUCTURE AND LEARNING RESOURCES**4.1 - Physical Facilities**

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

The Institution intends to upgrade its standards every year to cater to the needs of the current generation of students. The college has well furnished, well ventilated, spacious classroom (15) for conducting theory classes. and each classroom is provided with a rostrum, wherever necessary overhead projectors with screen are provided. Three classrooms are ICT enabled. All classrooms are provided with wall magazines to display paper cuttings and paper reports which are related to the current affairs in politics, economics, social activities, business ,industry etc., and also which are related to their subjects of study. The college has a computer lab with 50 computers with required software and antivirus and a power point projector. The computer lab is powered by UPS to ensure uninterrupted usage of computer. Free Internet facility is provided for the students and the faculty. An open auditorium with a capacity of 500 students. The college has amenities and facilities such as well maintained campus, CCTV surveillance at all strategic locations, generator with 10 KV, 3 RO water purifiers, canteen etc. are available The college has a student council, NSS, grievance redressal cell, career guidance, and placement cell. College has a spacious and well furnished library with a reading and reference room with a capacity of 50 students, the library has eight computers and one printer for the students and faculty. A digital board to display information on employment opportunities in the library, AKiosk is dedicated to students where the students can voluntarily search for the availability of the books. The computer lab have (WLAN) facility. In Order to provide high quality speed of network, the college has an Airtel connection with 38 Mbps speed.

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

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

The college forms a student council. This council are to improve academic, cultural and extracurricular activities etc, among the students, activities like talents day, sports meet, annual day celebrations, intercollegiate competitions etc, are organised by the college which is supported by the student council. To promote interest in sports and cultural events the college encourages students by providing adequate budget and resources. Students are encouraged to take part in sports activities. College sports teams are formed to take part in the intra sports meet organised by the college every year, and the winners of the sports meet are sent for the inter- collegiate competitions. The college has many outdoor sports like Volley ball, Throw ball, kho-kho, Badminton, Kabaddi etc. Apart from outdoor games college has made provision of indoor games such as carrom, chess etc.

Facilities and promotion of cultural activities: The multipurpose seminar hall is available for cultural activities with a capacity of 500 students College has sound system, music system, light system and various allied equipment. Every year a talents search programme will be conducted by the college to give an opportunity to students to exhibit their hidden talents. The talent search programme include events like rangoli, mehendi, pencil sketching, creative writing, cooking without fire, fashion show, dance competition (solo and group) and many more. To inculcate traditional and cultural values among the students the college has organised an event named "Sankranthi Suggi". Our college provides lunch to the participants, volunteers and the staff members on various events conducted in the college. Our college provides Travelling Allowances for the students for participating in inter- collgeiate competitions. The college also provides allowances to the students who take up the responsibility of going to different colleges and inviting participants for the inter-collegiate competitions conducted in our college.

A Centre for Yoga and Well-Being to encourage physical fitness and physical activity is available in the college.

Note:Due to COVID-19 Pandemic cultural ,sports and yoga activities were not conducted in the college for the Academic year 2020-21

File Description	Documents
Upload any additional information	No File Uploaded
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.

03

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

03

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

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

929547

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)	View File

4.2 - Library as a Learning Resource**4.2.1 - Library is automated using Integrated Library Management System (ILMS)**

The Library is the prime learning resource of the college. The Library has full flourished reading hall with a capacity of 50 students. The library is partially automated through Intergrated Management System Known as Zenox-ERP-09. We have a well equipped library with 11776 books . The library has a reading and a reference room. It also has journals, and magazines to cater to the

needs of the faculty & students. The Open Access System with books arranged on the shelves with labels & boards provide easy accessibility. The college library is provided with Barcoding System and Internet services. Students and faculties have access to the library facilities from 9 a.m. to 4:30 p.m. on all the working days. The Library has various types of knowledgeable resources, special reports, available. It uses an automation software to keep track of the access to the books, issue and updating of stock. The computers in the library have an internet connection which can be used by the faculties and the students for research purpose. A Kiosk is installed in the library for the benefit of the students. Students can access the kiosk to know the availability of the books in the library.

NOTE: DUE TO COVID-19 PANDEMIC THE ABOVE FACILITIES WERE NOT MADE USE OF.

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)	View File

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

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

00

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)	View File

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

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

30

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

With a view of getting upgraded technologically the college has been implementing the ongoing upgradations with an intention of providing the best services to the students, faculties, and administrative staff and parents. The College has upgraded its IT facilities including Wi-Fi frequently for strengthening the teaching and learning process. Computer lab is equipped with 50 computers with required software and antivirus. The computer lab is powered by UPS to ensure uninterrupted usage of computers. Computers are also provided in the library for the benefit of students and the staff members. Three LCD projector classes are available to provide effective teaching for the students. Printers, photo copy facilities are available in the college, faculty members and the students can use these facilities. The college campus is Wi-Fi enabled. Faculty members and the students can access Wi-Fi anywhere in the campus to gain additional information, and download information related to the curriculum and also to enhance their knowledge about the subject. The college campus is under CCTV surveillance to ensure transparency as well as safety to all the students & faculty members. The labs have (WLAN) facility. In Order to provide high quality speed of network, the college has an Airtel connection with 38 Mbps speed.

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

4.3.2 - Number of Computers

60

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

B. 30 - 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)

71065

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)	View File

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

The procedures and policies adopted by the College for maintaining and utilizing physical, academic and support facilities include: up-gradation of the obsolete, facilities well-versed with technology and which enhance the quality of institutional life, provide comfortable and ergonomically efficient spaces and environment for optimal output. To facilitate these, the College seeks and receives requisitions from the faculty and the students based on curricular requirements like laboratories, library, sports facilities, classrooms and equipment like projection facilities in the classrooms,

The college has a well-established mechanism for the maintenance of the infrastructural facilities and equipment. Cleaning service is done by appointed non-teaching staff and Ayahs. All class rooms, bath rooms and college premises and the infrastructural materials are maintained by the non-teaching staff, who are under the supervision of the office superintendent. Sweepers regularly clean the premises and wash all bathrooms daily, every Saturday the entire college premises is cleaned. Stock verification such as, library books, furniture, sport equipment are done once in a year and the report is submitted to the principal. The college has installed one generator with 10KV to give uninterrupted power supply to the college.

The College assesses the equipment's and infrastructure on a regular basis. The College has an in-house team for the maintenance of its Systems and Network and minor hardware daily repair. For all major computer related problems, a service provider is hired. Computers are regularly updated with anti-virus software to protect them from malicious programs. The College has a caretaker as the nodal person to receive and redress complaints. His team comprises electrician, plumber and handyman to resolve routine problems. During the Covid-19 Pandemic and Lockdown, the Institution facilitated Online Teaching and Learning by providing access to different Online Platforms. The College further facilitated Online Teaching and Learning and several Webinar's for the students and faculty.

The College ensures that the Library purchases current titles of books and journals and empanels such book distributors who can procure new titles and bring them to the notice of the faculty on a continual basis. All books and journals are routed through the Library Committee members before the purchase orders are

finalized. Library Committee has an advisory committee, responsible for effective functioning of the Library and purchase of library resources. Library is equipped with the CCTV cameras to prevent pilferage and overall monitoring and surveillance. E-Journals and e-resources are subscribed by National DigitalLibrary. Online library web-OPAC is accessible to the students and faculty from anywhere in the College Campus.

The College provides several indoor and outdoor sports facilities to all its students. The College has a well-equipped Sports room and in addition to the Sports room is the Centre for Yoga and Well-Being to encourage physical fitness and physical activity. The College has active student teams for different Sports that participate on a continual basis in the college level and intercollegiate events. The College facilitates them by providing attendance waivers and holding special classes for them.

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

18

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

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

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

0

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

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

B. 3 of the above

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

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

03

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

03

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

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	C. Any 2 of the above
---	------------------------------

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

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

65

File Description	Documents
Self-attested list of students placed	View File
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**

05

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

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

0

File Description	Documents
Upload supporting data for the same	View File
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.**

00

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

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

We have representatives from each class elected to represent their entire class. There would be two representatives elected by a class. The interested candidates who are willing to take up the responsibilities would be asked to file their nominations. The representatives would be elected by means of election, the entire class would elect their representative by means of secret votes, and the candidate who gets the maximum votes would be elected as the first representative and the next candidate who gets the second highest votes will be elected as the second representative. The representative elected would remain in the position for the academic year. These representatives take an active part in all the activities happening in and out of the college. The college also has an active council union in which posts like President, vice-president, cultural secretary, vice-cultural secretary, sports secretary, vice-sports secretary, treasurer and vice treasurer are elected by means of elections conducted by the college in which students are given to vote for the candidates who are deserving to serve the college. The responsibilities of each of these representatives are as follows: Act as a conduct between the students and the college administration. They serve as a communicator in bringing any suggestions/ feedback/ issues that are raised by the students to the administrators or the faculty members. They suggest and develop solutions relating to the problems students are facing in the campus. Collaborate with students to co-ordinate events to enhance students skills and creativity. There are number of committees in the college in which the class representatives take part actively like NSS, cultural, sports, placement committee, magazine committee, departmental committees, grievance committee, seminar and workshops, research and promotion committee, alumni committee etc..

Unfortunate for the COVID-19 Pandemic, no activities were conducted during the year 2020-21.

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

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

00

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

5.4 - Alumni Engagement

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

The college has an active Alumni Association since the past years. Alumni students of the college actively engage themselves in the college activities like annual day, sports day, commerce and management fest, placements etc. The alumni students help the current batch of students with regard to participation in inter-college competitions by preparing and guiding them through various practice sessions. The alumni play a significant role during the meetings that are arranged by the college by sharing their ideas and thoughts.

However, we regret that due to the COVID-19 pandemic during the year 2020-21, there was no alumni meeting held in the college.

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

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

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

VISION:

To create a healthy atmosphere conducive to learning, to make it enjoyable and rewarding and the same time to empower the girl students through quality education.

MISSION:

- To impact quality teaching through necessary information, infrastructure, knowledge, and skills, which help the girl students in securing employment.
- To foster innovation and creativity to help and guide them in enhancing their skill for meeting the demands and challenges of changing times.
- To willingly accept social responsibility.
- To inculcate moral, spiritual, and social values through suitable activities and programmes.
- To equip our students with leadership qualities.
- To encourage entrepreneurship skills among our students.
- To make our college a model women's educational institution.

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

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

Sri Sai College for Women is having well organized governing body under the leadership of the Chairman of the Governing Body. The Principal has appointed IQAC Committee as per the instructions of the Chairman. IQAC has conducted a staff meeting to sensitize the process of the NAAC to achieve re-accreditation for Sri Sai College for Women. Participative management is practiced at various levels. A decentralized administrative system with the intension of providing the best to the student body is in practice in the institution. Important development plans are discussed by the Principal along with all the committee members, plans are executed only after reviewing the suggestions. A meeting with the management and monthly discussions with the Principal enable the staff and students to participate and contribute to personnel as well as institutional growth. The Principal assigns specific duties to various academic and administrative bodies of the college on the basis of the suggestions made by the management. Senior faculty members are given responsibilities to act as mentors and counselors to minimize the centralization of authority, to make decisions, and implement them faster which helps to streamline the academic process and the progress of the students. The teaching staff is provided autonomy to prepare an academic calendar in line with University's academic calendar. The individual faculty members plan their academic plans and average the academic activities in accordance with the course outcome. The principal and faculty initiate and organize the curricular, co-curricular, extracurricular activities for the overall development of the students.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The vision and mission of the college focus on providing quality education to girl students. In order to provide quality education, the college has developed a strategic plan for various activities:

- Academic Administration Audit for internal quality assurance is in place.
- Academic and co-curricular activities for the holistic development of the students, many academic activities like literary competitions, department activities along with co-curricular activities are conducted by the college.
- Extracurricular activities, sports activities, cultural competition including intra-college and inter-college activities are planned every academic year.
- In order to help and support students develop employability skills, lots of activities are planned which includes giving coaching for students, career guidance, and placement activities etc.
- College strives in improving learning resources by updating the library and other support systems.
- The college has internet browsing center with Wi-Fi and printer for the benefit of both students and faculty members.
- Encouraging faculty in Research, FDP's, competitive exams.
- Inculcating moral values and to accept social values and social responsibility the institution organizing a seminar.
- The seminar and workshop cell under its umbrella organizing various seminars, talks and workshop and assisted other committees in organizing various events.
- Providing access to higher education is taken as the important objective of the College, together with achieving quality.
- In addition, the college is also working on the value-added course like Tally, Proedge and Nudge. About 70% of the students of the College are drawn from underprivileged and backward communities. Thus, there is a renewed focus on access and equity by the College.

Due to pandemic college was unable to conduct academic activities and the seminars during the year. College has taken an incitive in conducting Webinars through online and has provided the E-Certificate to the participants.

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.

COUNCIL OF TRUSTEES

BOARD OF MANAGEMENT (GOVERNING BODY)

THE CHAIRMAN

DIRECTOR OF STUDIES

THE PRINCIPAL

NON-TEACHING STAFF

TEACHING FACULTY

STUDENTS

Functions of various bodies/ officers

- Council of Trustees

As per the constitution of the trust, the Board of trustees is the primary Executive body with all academic and administrative responsibilities.

- Board of Management- Governing Council

Governing Council has a joint responsibility with the Board of Trustees to develop, monitor and review strategic plans of the institution.

- Director of Studies

The Director of studies supervises overall academic activities.

- Principal

1.The Principal with the consultation of the colleagues is discharging his functions. The democratic and participative type of functioning is best suited for the academic environment.

2.The Principal monitors that the long term and short-term plans are prepared for the growth of the institution.

3.The Principal, at the beginning of the academic year, convenes the general staff meeting, discuss and finalize the academic plan for the year. He also convenes the meeting of the staff council consisting of all in-charges of subject departments

4.The Principal will advise the lecturer-in-charge of the department to convene their departmental meeting and prepare annual academic plans. He/she will scrutinize the plans and approve them.

5.The Principal will involve himself in classroom teaching for 12 periods per week.

6.Periodical staff meetings will be conducted to discuss various aspects of college management. The staff will be involved in different activities and programmes of the college

7.The Principal gets feedback from the students and staff on all important discussions of academic functioning especially the classroom instruction

8.The Principal also encourages the passed-out students to be a part of the Alumni Association.

9. Constant contact with parents and the general public is also desired and the Principal along with staff take measures to conduct meetings periodically.

Recruitment procedure:

- To appoint staff by giving due weightage for academic merit, experience and computer knowledge.
- To appoint staff based on performance in the demonstration

lecture and interview.

- To recruit staff keeping in views of the students.

Promotional Policies:

The institution motivates the faculty through awards for 100% results. Accelerated increment and promotion are based on excellent performance and effective involvement in various activities.

- Service rules:

Service rules are mentioned in the appointment letter given to the staff at the time of recruitment. It includes rules and regulations of all employees of the institution in addition to rules regarding leaves, duties, promotions, resignation, termination, code of conduct etc.

- Grievance redressal mechanism:

Any person aggrieved can seek redressal to his/her grievance from immediate superior i.e. the Principal. The grievance of the student will be discussed in the meetings based on the priority and nature of the complaint. Thereafter suggestion will be forwarded to the concern teachers/heads/coordinator to resolve the grievance and submit an action report within a stipulated period. Matters more complex in nature are brought to the notice of the Chairman.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
Upload any additional information	View File

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

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)	View File

6.3 - Faculty Empowerment Strategies

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

The management recognizes the commitment and dedication of the teaching and non-teaching faculty. It always strives to satisfy the needs of the employees proactively. Some facilities provided for the welfare of the employees of the institution are

- Provident fund for all the employees.
- ESI facility for the employees.
- Fee concession is given to the children of the staff of the college.
- A canteen and coffee shop is provided inside the campus with subsidized rates to provide refreshment to the staff.
- Incentives are given to the non-teaching staff.
- Compliments are given to the non-teaching staff during festival times.
- Gratuity facility for the employees.
- Group insurance is given to all staffs and students.
- Medical leave and study leave are provided.
- Flexible timings for faculty members.
- Faculty members are encouraged to present papers in conferences.

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

08

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

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

06

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)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)**6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year**

05

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)	View File

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

Sri Sai College for Women believes in "Continuous improvement for success", establishing a shared understanding about what is to be achieved and how it is to be achieved and increases the possibility of achieving success.

The Management has introduced the self-appraisal system to the faculty members which evaluate the performance at the end of each semester. The self-appraisal form consists of different information such as workload, participation in seminars, workshops and conferences, publications and other activities performed by the faculty during the session. This form scrutinized by the IQAC and submitted to the Principal. On this basis, the Principal evaluates the faculty.

Non- Teaching staff like the librarian, office staff and support staff's performance appraisal is done by the Principal based on the quality and quantity of their work, nature of their work, their enthusiasm, skill sets and efficiency. Performance is assessed by the Principal and reviewed every year. These views are discussed with the concerned faculty and with respect to the performance, improvements are suggested.

The outcome of the review of the performance appraisal report is that the faculty members and other non-teaching staff may get promotion, awards and incentives. The adverse remarks are communicated to the appropriate faculty to improve their working.

On the basis of the appraisal report, the non-teaching staff is identified which need to be improved.

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 annual budget is allocated to the college by the management every year for the requirements of various departmental activities. Expenditure receipts are maintained for various purchases made towards the lab and library. The college follows a transparent accounting and audit practice. The account of the institution is subjected to an audit by a certified external Chartered Accountant appointed by the Management. The income and expenditure of different sources are audited by the external auditor every year before 30th May. The external audit is done by 'Babu Nagendra Associates', Chartered Accountants, Bangalore.

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)

00

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

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

The college is a self-financed institution. The main source of funding for the college is the fees collected from the students. Budget is prepared as per the requirements of the various departments. The dispersal of funds for the needs proposed is strictly monitored by the Principal. Expenditure receipts are maintained for various purchases made towards the lab and library. The college follows a transparent accounting and audit practice. The account of the institution is subjected to an audit by a certified external Chartered Accountant appointed by the Management. The income and expenditure of different sources are audited by external auditor.

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

The institution has IQAC cell to ensure the academic, Non-academic and Administrative quality which strives to achieve the vision and mission statement of the institution. The Internal Quality Assurance Cell (IQAC) of the college makes sub-committees and takes initiatives in minutely observing the working of the institution in all the aspects and very specifically academics, administrations and improvements based on the committee's observations and interactions. The Institutional head and IQAC considers the quality indicators of certain criteria determined by NAAC. IQAC in co-ordination with Institution head prepares the

strategic plan for the academic year. Also, the framework of the plan is inclined towards the development of the institution that refers to the quality sustenance and quality enrichment.

It intends to cover social and economic development. The institution is affiliated to Bangalore City University. The University has set a mechanism namely LIC (Local Inquiry Committee) which visits the college once in five years in order to grant Renewal/Continuation/Additional Course/Permanent Affiliation. The college honestly adheres to the recommendations made by the committee.

The institution encourages the faculty members by appropriate appraised increments, leave and FDP which make them more productive and ensures employee satisfaction.

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

Structure for review of teaching-learning process:

IQAC has been constituted according to the rules of NAAC. IQAC constitutes Chairman (Principal), Co-Ordinator (Senior faculty), Member (Faculties), Nominations from Trust (Trust Member), Deputy Registrar, Office Superintendent, Alumni student member, Student member. IQAC will review the teaching-learning process. IQAC of the institution is the significant administrative body responsible for all quality matters and takes prime responsibility to initiate, plan and supervise various activities.

Methodologies of operations:

The main objective of IQAC is to give quality assurance of academics and administrative works. It will function for the growth of faculty and students and provide guidelines periodically. The Internal Quality Assurance Cell (IQAC) of the college makes sub-committees and takes initiatives to observe and

carefully review the activities of the committees. IQAC collects feedback from the stakeholders (students, alumni, industry experts, research organizations and parents) in a specially designed format questionnaire annually. Feedback is collected on curricular aspects, teaching-learning methods, faculty programs and institutional programs. Steps are taken to improve the overall performance of the college by analyzing the feedback from the students. The IQAC, the principal and senior faculty that plans monitors and reviews activities of the institution. These suggestions are considered while framing policies related to the institution. The staff meeting is held at the beginning of the session to discuss the plan for the session. A daily teaching diary of each faculty members signed by the HODs is presented every month to the principal for the approval. Further, IQAC implements the following methods to reviews the teaching-learning process:

- The FDP is conducted by taking a demonstration by the faculty in their respective subjects suggested by IQAC. Based on their performance, subject allotment for the next semester has been done.
- Preparation of academic calendar at the beginning of every academic year.
- Departmental timetable and classroom, laboratory allocation is done.
- Teaching plan and practical plan preparation by faculties based on the academic calendar.
- Timetable at the beginning of the semester.
- Innovative, digital teaching-learning creates an encouraging environment in College.
- Implementation of a mentoring scheme for the improvement of teacher-student interaction.
- Result analysis at the end of each examination. Student feedback in each academic year.

Learning outcomes:

- The academic calendar plans the smooth schedule for the complete semester for effective teaching-learning process.
- The teaching plan and practical plan helps the teachers in organizing their time leading to timely completion of the curriculum and conducting tests as planned. This has led to the improvement of results.
- Based on the students' feedback, necessary actions are

suggested to concerned faculties. Use of digital teaching techniques like PowerPoint, animated videos, simulation software, to improve the teaching quality.

- Adopting the active learning method while teaching.
- Mentor scheme helps students to discuss and attain the personal traits in the learning through individual discussion with mentors.
- Students learning outcomes are discussed with the respective class teacher and necessary actions are taken in order to improve the learning ability of students with serious issues.

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	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Our college being a women's college organises Women's Day Programs, Health Awareness Programs, Counselling for the students, Self Defence Programs, and Health Check ups are conducted twice a year.

NOTE: Due to COVID-19 Pandemic the above activities were not conducted in the college.

File Description	Documents
Annual gender sensitization action plan	Nil
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	Nil

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	No File Uploaded
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

The college is proud to say that minimal waste is generated in the campus. Waste is segregated as per BBMP guidelines. Waste generated in the campus is segregated as e-waste, liquid waste /organic and solidwaste. Old computers and other electronic gadgets and equipments are sold to junk dealers dealing with e-waste management. Liquid waste generated in the canteen, garden waste-leaves, flowers etc is converted into fertilizer in the campus and used for the plant and trees in the green campus.

Solid waste which mainly involves plastic and paper is collected

in separate dustbins and handed over to BBMP workers. Separate bins are also kept in all floors for solid waste and liquid/organic waste. Students are asked to dispose waste only in the designated bins. All classes are provided with dustbins for solid waste disposal. Old newspapers, books, used water bottles etc are sold to vendors dealing in recycling. College has plans to make the campus plastic free in the near future. The college is now in possession of BBMP manual regarding handling waste at micro level. All the guidelines mentioned in the manual are being followed. Solid waste Management: A systematic administration of activities that provides for the collection, source separation, storage transportation, transfers processing treatment and disposal of solid waste.

Solid waste can be classified into two categories by its features. These are:- a) Organic Solid Waste. b) Inorganic Solid Waste. a) Organic Solid Waste: Wastes that are generally biodegradable and decompose in the process of which emits nauseating smell when left unattended. b) Inorganic Solid Waste: Solid matter that does not decompose at any rate. This category of waste may be combustible depending on the type of the nature and the material they constitute. Liquid Waste Management: Waste is any form of liquid residue that is hazardous for people or the environment. This kind of services is able to clean the septic tanks, grease traps and oily waters, leaving the wastes without any sort of hazardous materials that can mix with everyday water use. Waste Management Steps:- The institution is very keen on environment issues and eco friendly. The College has been clean and tidy.

E-Waste Management:-The College makes conscious efforts to buy electronic items which have warranties, to enable. Pen drives and flash drives are used rather than once use and throw CD's. The college has disposed old monitors and has also donated old working computers to the needy school children.

Solid waste management: Use of plastic bags is discouraged within the premises of the college and segregation of waste as disposable and non-disposable is being done. All old news papers, books and magazines are disposed to accommodate new arrival of books and magazines and all solid wastes are collected by the BBMP people on daily basis.

The Institution has taken several steps towards the waste management. Such as: Educating all new students regarding waste segregation and maintaining clean environment.

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	No File Uploaded
7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	C. Any 2 of the above
File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
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: <ol style="list-style-type: none"> 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 	A. Any 4 or All of the above
File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
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	E. None of the above

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

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	No File Uploaded

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

E. None of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
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 Institution takes the initiatives in celebrating all festivals, to name a few- New year day celebrations, Sankranthi Suggi, Shivaratri Bhajans, Nagara Panchami, Guru Poornima, Independence Day, National Youth Day, Varamahalakshmi festival, Ram Navami, Non-Violence Day etc.

The Institution celebrates Kannada Rajyostava ,Hindi and Sanskrit divas.The college organises an Inaugral program for the Kannada litertary club.

The Institution takes the initiatives in observing World Environment Day, Distribution of Saplings to the neighbourhood, organising Health Check ups, Seemantha program for the deprived expected mother's, Sri Satyanarayana Pooja, Visit to Orphanage etc.

NOTE:DUE TO COVID-19 PANDEMIC, the college was not able to conduct any of the above programs .

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

Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens.The college undertakes initiatives by celebrating Republic Day every year on 26th January by organising activities highlighting the importance of Indian Constitution. Independence day is also celebrated every year to highlight struggle of freedom and importance of Indian constitution.

Bengaluru City University has introduced a Compulsory Paper on the Constitution of India at the degree level.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
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	E. None of the above
File Description	Documents
Code of ethics policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded
7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals	
<p>The national festivals in any country are cherished as auspicious days. Republic Day, Independence Day and Gandhi Jayanti are celebrated as National festivals of India. All the three National holidays are "independence" centric as they are connected to India's freedom. Every year, the college celebrates the national holidays with complete preparation and with traditional gaiety. Independence Day: It is annually celebrated on 15th August, along with all the other Sri Sai Group of Educational Institutions. It</p>	

is a grand event marked with the flag hoisting by the Chief Guest and well practiced march-past by students including school, PU college and UG Classes and various cultural activities related to independence movement are exhibited. Republic Day: India celebrates the Republic Day on the 26th January every year. The constitution was adopted by the Indian Constituent Assembly on 26 November 1949, and came into effect on 26 January 1950 with a democratic government system, completing the country's transition towards becoming an independent republic. The Republic Day along with all the other Sri Sai Group of Educational Institutions is annually celebrated. The event marked with the flag hoisting and well practiced march-past by students. Gandhi Jayanthi: One of the most popular occasions in India and one of the three national holidays, Gandhi Jayanthi is celebrated on 2nd October of every year to mark the birth anniversary of Mahatma Gandhi. The principles of truth, non-violence and honesty are remembered on this day and widely publicized among the students of the college. Youth Day Celebration: National Youth Day is celebrated in the college on 12th January on the birthday of Swami Vivekananda. It is organised by our institution every year .

NOTE:DUE TO COVID-19 PANDEMIC THE ABOVE ACTIVITIES WERE NOT CONDUCTED IN THE COLLEGE FOR THE ACADEMIC YEAR 2020-21

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

7.2 - Best Practices

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

1. **Spiritual awareness among students** Our College works in the belief of the benefits of spiritualism. Through spiritual activities, the college tries to inculcate confidence, and improve the power of concentration of the students and make them respect our Indian traditional and cultural values and heritage. Keeping in view the increasing restlessness among the youth, the college has adopted the creation of spiritual awareness among the students

as one of the best practices. The institution believes that these activities will keep the minds calm and create a positive attitude towards the lives they lead. The following are some of the spiritual activities organized by the college every year. Inauguration of academic activities of college by inviting the chief guest of a Religious or Spiritual Profession. Organising lecture program inviting a chief guest from a prominent Religious and Spiritual Background. Conducting yoga classes for the benefit of the students Observing various Hindu festivals like Nagara Panchami, Ramanavmi, Karaga in the college.

Observing sadbhavana day Observing vishnusahasranama classes Celebrating Guru Poornima Celebrating New Year with bhajans and performance of Shri satyanarayan Pooja Daily prayers which is compulsory for the students are conducted every day before the commencement of the classes Sahasra Pushparchane Pooja for Sri Sai Baba was held in the temple situated in the college this is proposed to be conducted regularly every year. On the auspicious occasion of Maha Shivaratri, Bhajans were performed throughout the night to mark the significance of the festival.

NOTE: DUE TO COVID-19 PANDEMIC THE ABOVE ACTIVITIES WERE NOT CONDUCTED.

2. Women Empowerment: "Womens Day" is celebrated every year on March 8th in the college. This witnessed the participation of students in various activities like seminars, collage competitions, skits and so on. The commerce and Management Fest organized various activities to imbibe confidence and develop the spirit of entrepreneurship among the students. Some of the activities included product launch, best seller, creative commercials etc,. The students were motivated to collect photographs and also informed about various successful women of India which inspired them to choose the best path for themselves. Students are given classroom projects on various successful women entrepreneurs.

NOTE: DUE TO COVID -19 PANDEMIC THE ABOVE ACTIVITIES WERE NOT CONDUCTED FOR THE ACADEMIC YEAR 2020-21

3. Environmental consciousness The college has established an Eco-club "Hasira Siri" during the academic year 2014-15. The following are some of the important activities of Eco- club Hasira Siri:
1. Students visit the residents of the localities around the college and successfully motivated them to set up garden in their residences, no matter how small. 2. Residents were instructed about

the importance of maintaining cleanliness. 3.Saplins and flower pots willalso distributed to their residences free of cost (Rs. 1000/- worth of saplings and flower pots were given to the residents.

4.Educating the students about water conservation. 5.Keeping the classroom and the premises clean. 6.Organising various seminars on environmental consciousness. 7.Encouraging the students to write articles on environmental consciousness 8.Observing 'Go Green day' 9.Organising collage competitions on the concept of environmental consciousness 10. Motivating the students to visit the localities around the college and educate the people about importance of cleanliness, hazards of environment, pollution, importance of planting trees and so on. NOTE: DUE TO COVID-19 PANDEMIC THE ABOVE ACTIVITIES WERE NOT CONDUCTED FOR THE ACADEMIC YEAR 2020-21.

File Description	Documents
Best practices in the Institutional web site	No File Uploaded
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

To create a healthy atmosphere conducive to learning, to make it enjoyable and rewarding and at the same time to empower the girl students through quality education.

MISSION To impact quality teaching and training through necessary information, infrastructure, knowledge and skills, which help the girl students in securing employment. To foster innovation and creativity to help and guide them in enhancing their skills for meeting the demands and challenges of changing times. To willingly accept social responsibility. To inculcate moral, spiritual and social values through suitable activities and programmes. To equip our students with leadership qualities. To encourage entrepreneurship skills among our students. To make our college a model women's educational institution.

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

7.3.2 - Plan of action for the next academic year

1. Enhancing Academic Excellence

2. Development of skills of the students by inculcating core values among them further by imparting value-based education.

3. Enhancing social compatibility of the students by giving better opportunity of social interaction through activities of NSS.

4. To strengthen the career guidance and placement cell

5. To increase value added / certificate courses.

6. Plan to introduce new degree and vocational courses.

7. Plan to introduce coaching classes for competitive exams for the students