SELF STUDY REPORT

FOR

3rd CYCLE OF ACCREDITATION

UNIVERSITY COLLEGE OF ARTS

UNIVERSITY COLLEGE OF ARTS TUMKUR UNIVERSITY B H ROAD
572103
www.ucatut.ac.in

SSR SUBMITTED DATE: 05-02-2022

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

February 2022

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

University College of Arts, Tumkur, has created a niche for itself among the institutions of higher education in the district catering to both the rural and urban students. Established in 1940as an Intermediate College, it became a Government College in1948 and moved forward to bifurcate itself into Government Arts College and Government Science College in 1974. In 2009, Tumkur University recognized the Government Arts College as a constituent college of the University and renamed it 'University College of Arts'. The premier College has the historical reputation of spreading Commerce, Arts, Humanities and Fine Arts education in the region for the last eight decades. The College predominantly caters to a non-metropolitan student population who, more often, come from marginalized sections of the society. Nearly 75% of its students belong to the SC/ST and OBC communities.

Over the years, the institution has been offering courses in Arts, Commerce, Management, Social work and Fine arts. The college has a dedicated and qualified team of teachers. The college is a pioneer in delivering quality education and is arguably one of the most prestigious colleges affiliated to Tumkur University. The college envisages Co-curricular activities like sports, N.S.S., N.C.C., Red Cross attempt to bring out the latent talent, nourish and promote the all-around personality development of the students.

Vision

Empowering the students with knowledge as we believe that the educational institutions represent the temples of modern India in which infinite citizens are educated, enlightened, empowered and employed

Mission

Empowering means making the students better harness in three dimensions:

1. Learning for knowledge and more knowledge
2. Learning for "life" through education, empowerment and employment
3. Learning to 'live' successfully.

Goals

- Creating an ambivalent atmosphere of learning and evolution for students.
- Committing to the causes of progression, social justice and quality control in imparting knowledge.
- A consistent and unified approach towards the overall improvement in the standard of the institution.
- Extending hands to the society and playing a role in grooming valuable citizens of the future.
- Focusing on other value based activities like sports, extracurricular activities, self discipline and inculcating the quality of being social and humane.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- **Faculty**: Well qualified and dedicated teaching and non-teaching staff.
- **Achievement**: An impressive and consistent academic record among the colleges affiliated to Tumkur University.
- The College boasts of a large indoor stadium and a well-equipped library.
- The National Cadet Corps and National Service Scheme of the College stand out as exemplary units in the entire region.
- **AIM**: The College predominantly caters to a non-metropolitan student population who, more often than not, come from marginalized sections of the society. Nearly 75% of its students belong to the SC/ST and BT communities.
- Special coaching, vocational education, skill-enhancement programmes.
- **Development**: Student-capacity building through personality development programmes.
- **Outreach and extension activities:** which provide the much-needed social and cultural reinforcement for students to excel in their academic lives and beyond.
- **Service**: An active Red Cross Unit that has been serving the needy through mobilizing blood units by organizing blood donation camps.
- **Transparency:** The College is committed to total transparency in admissions and appointments
- **Demand** ratio in all programmes is favourable and in some programmes it has overwhelming response
- **Scholarships** availed by more than 50% of students

Institutional Weakness

- The college has been receiving a lot of applications from students who wish to join degree courses offered by the college. This has resulted in crumbling of spaces and at present, the college runs on a shift basis for various courses.
- The funding from Government / non-government and private agencies for research has been minimal.
- The college is struggling to manage the huge student population through the available sources.
- Revenue generation through consultancy and corporate training is yet to be optimized.
- High dependency on temporary and Guest faculty
- Potential of Alumni is not fully tapped

Institutional Opportunity

- The college can grow better if it manages to harness better infrastructure.
- The College, being a Constituent College, can grow as a model college or status of Autonomy in the University. Strong Alumni base that can be set in motion to mobilize support from academic and financial perspectives for the development and placement activities
- Establishment of more number of Post Graduate Programs in Commerce, Business Administration. Economics, Political Science
- Being near to Bangalore, the college can woo many firms for campus recruitment.
- Establishment of Academic linkages / MOUs with the institutes of national importance.
- College offers a wide range of open electives

Institutional Challenge

- Maintaining the demand for traditional courses offered by the college.
- Implementation of the NEP without compromising with quality and outcomes.
- The challenge to add significantly to its infrastructure augmentation and mantenance
- Lack of sophisticated infrastructure can lead good students moving to other institutions. Competitive ability may decline

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

The profile of the college in curricular aspects reflects the commitment of the college to academic progression an individual growth. The institution has a well-structured plan to ensure effective implementation of the curriculum and it is accomplished through various customs. A well planned procedure is being followed in the institution towards the curriculum and pedagogy. Personal attention and psychological guidance of the mentors smooth away the academic and personal problems of students and direct them towards progress. The college has been working for the development of the students. The curricular progress also accommodated itself to various programmes related to Gender Equality, Sustainability, Human Values and Ethics. The college has a special arrangement to work after the issues relevant to Humanity, Environment and such related social issues. The college also works with the objective of generating Social awareness among the students.

Teaching-learning and Evaluation

The college has a well designed teaching learning process to provide a student friendly learning

experience. The college considers the calibers, interests, critical thinking and learning capabilities of our students. The students' centered teaching, learning methods of our college help in improving the learning standards of our students. The college has experimental learning, participative learning and problem solving methodologies to enhance the learning experience of our students. The college puts a very good emphasis on learning through experience. In order to update itself with the modern tools of teaching, the college has been making lot of efforts by adopting various IC tools for teaching activities. The College has been maintaining a transparent and robust mechanism of internal assessment. The method of internal assessment is based on the best evaluative criteria, sense of justice and impartiality.

The College has the following mechanism to deal with the examination related grievances in a transparent, time bound and efficient manner. The teachers and students of our college are aware of the stated programme and course outcomes of the programmes offered by the institution and hence work together towards academic progress. The Attainment of programme outcomes and course outcomes are evaluated by the institution through feed-back, self monitoring and assessment. The Average pass percentage of Students during last five

years also reveals the success of the college through these various aspects of teaching, learning and evaluation.

Research, Innovations and Extension

The college has been making a steady progress in research, innovation and extension. Grants have been received from Government and non-governmental agencies for research projects, in the institution during the last five years. Many teachers have been recognized as research guides and around eighteen departments have been offering academic programs. The institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge. Many workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the last five years. Fifteen recognized guides have been guiding as many as 33 research students since the last five years.

Many research papers, books and chapters in edited volumes/books have been published by teachers . Many papers have been published in national/ international conference proceedings by teachers during the last five years. Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the last five years. Many extension and outreach programs have been conducted by the institution through NSS/NCC, Red Cross in association with many Government and Government recognised bodies during the last five years

Infrastructure and Learning Resources

The Institution has adequate infrastructure and physical facilities for teaching- learning that include spacious classrooms, well equipped laboratories and good grade computing equipment. The College has a well-ventilated library equipped to meet essential academic and intellectual needs of its clienteles. The Library is well-stocked with 82219 print reference books and textbooks, project reports. It regularly subscribes to N-list e-resources, Periodicals, Magazines and Newspapers. Library is computerized and equipped with very good ICT facilities. The College has adequate ICT infrastructure facility such as LCD projectors; Smart boards in the Class rooms for effective ICT enabled teaching and learning.

The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc. The College has separate committees to look after cultural and sports activities. The conveners and members of the respective committees guide and encourage the students on necessary occasions. The College conducts various cultural and sports competitions for the students Sports facilities have been established for conducting various games inclusive of Cricket, Ball-Badminton, and Volleyball to ensure that the students also excel in sports. College has a sports ground which is spacious enough to hold Handball, Kabaddi, Kho-Kho, Netball, Volleyball, Athletics events (Shot put, Discus Throw, Javelin Throw). The College also has Tennis Court, Badminton court and a floodlight volleyball court in addition to indoor sports facilities like chess, carom, table-tennis, Weight lifting flat forms and Weights Sets etc.

The institution has subscription for e-journals, e-Shodh Sindhu, Shodhganga Membership, e-books and Remote access to ample e-resources. The Institution frequently updates its IT facilities including Wi-Fi. There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Student Support and Progression

The college strives continuously towards supporting students and progression. Many students have been benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years. Several Capacity building and skills enhancement initiatives have been taken by the institution including Soft skills, Language and communication skills, Life skills like Yoga, physical fitness, health and hygiene and ICT/computing skills.

The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases. It has implemented guidelines of statutory/regulatory bodies regarding these issues. There are Mechanisms for submission of online/offline students' grievances. These grievances have been addressed timely through appropriate committees. Many students have participated in various Intra University and interuniversity sports and games events during the last five years. Student representatives have been included in all the academic and administrative activities. Students are integral parts of IQAC, Grievances Redressal Cell, Sexual Harassment Prevention Cell, Placement Cell, Cultural Forum and the like.

The alumni association in University College of Arts has been working actively to act as a bridge between the past and the present stakeholders of our college. It brings all these people together on a single platform to support the progress of all the endeavours of the College. Our college, with its academic commitment and professional approach, has been able to nurture many blooming talents who have made their names as teachers, soldiers, police personnel, researchers and many government employees. These proud alumni of our college have proved themselves to be the backbone of the reputation for our college.

Governance, Leadership and Management

The governance of the institution is reflective of and in tune with the vision and mission of the institution. Steps are being taken to ensure the successful implementation of the vision, mission, and goals of the Institution through a strategic action plan, effective leadership, and participative decision-making process. The institution has taken great care in ensuring that all the activities of the institution are in accordance with the stated goals. The accountability of fulfilling the vision and mission of the institution is a shared one. The head of the institution, followed by the heads of the department makes sure that all the members of the institution are fully aware of the direction towards which the institution is headed. Further, institutional activities are monitored through a punctual supervisory process. The institution focuses mainly on decentralization by intending equal opportunity (equal role to participate in the functioning of the Institution. The Principal, Heads of the departments, teaching and non-teaching faculty along with students concentrate on fostering the progress of the institution by sharing the responsibilities and participating growth of the institution and acting according to the aims and objectives of the Institution.

The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules and procedures, etc. E-governance is operation in the college in Administration, Finance and Accounts, Student Admission and Support and Examination system. The institution has effective welfare measures for teaching and non-teaching staff. Many teachers have attended professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course year-wise during the last five years.

The performance of each employee is assessed annually after the completion of one year of service. This is done by Tumkur University as the College is a Constituent College of Tumkur University. The objective behind this assessment is not only to objectively appraise the performance as per the established norms but also to identify potential aspects for improvement that can eventually lead to promote the progress and growth of the employee. The institution conducts internal and external financial audits regularly. University College of Arts is a constituent college of Tumkur University and all the expenditures incurred

of the College are met with the Government Funds.

The Internal Quality Assurance Cell (IQAC) has been established in the University College of Arts as per the recommendations of the National Assessment and Accreditation Council (NAAC) as a post-accreditation quality sustenance measure. The IQAC has been actively involved in the endeavor of promoting a system for conscious, consistent, and catalytic improvement in the overall performance of the Institution. 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.

Institutional Values and Best Practices

Our institution has recognized the significance of providing equal opportunities to women in the campus and has taken many safety and security measures in the institution for women and girl students. Regular counseling is the main part of the curriculum of the institution. The Instituion has appointed a coordinator for Counseling and guiding women and girls. Noted psychiatrist visits the institution to train–up and orient women. Many programs on health and hygiene, gender issues have been conducted. There are separate wash rooms and waiting rooms for the girl students of our college.

The Institution is aware that improper disposal of solid waste can create unsanitary conditions, and these conditions in turn can lead to pollution of the environment and to outbreaks of vector-borne diseases—that is, diseases spread by rodents and insects. Therefore the collecting, treating, and disposing of solid material is done in a systematic ways.

Our institution has an inclusive environment that creates tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic, and other diversities.Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens is also being done in te institution. The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The institution celebrates / organizes national and international commemorative days, events and Festivals.

The institution has adapted to involve students in various types of vigorous creative activities during their stay of three years in our collegein order to improve the language skills of the students , to improve the writing and creative writing abilities of the students, to improve the students' strength in current affairs and knowledge of History.

The college, in association with the Red Cross, NSS and NCC units of our college has been organizing Annual Blood Donation Camp on the campus. This best practice aspires to mobilize as many units of blood as possible and hand it over to the District Blood Bank, encourages the Staff and Students of our college to come forward and donate blood regularly. It also creates an awareness among the student community regarding the significance of blood donation in saving lives. It also aspires to eradicate the misconceptions regarding blood donation and create a service-oriented mentality in society and to serve the society and the causes of humanity.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	UNIVERSITY COLLEGE OF ARTS
Address	University College of Arts Tumkur University B H Road
City	TUMKUR
State	Karnataka
Pin	572103
Website	www.ucatut.ac.in

Contacts for Communication					
Designation	**Name**	**Telephone with STD Code**	**Mobile**	**Fax**	**Email**
Principal	K Ramachan drappa	0816-2272027	9916063545	0816-2270719	principal.uca2013 @gmail.com
IQAC / CIQA coordinator	Suresh B K	080-23102321	9845142321	0816-2270715	bksuresh234@gma il.com

Status of the Institution	
Institution Status	Constituent

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minroity institution	No

Establishment Details	
Date of establishment of the college	01-06-1940

University to which the college is affiliated/ or which governs the college (if it is a constituent college)		
State	**University name**	**Document**
Karnataka	Tumkur University	View Document

Details of UGC recognition		
Under Section	**Date**	**View Document**
2f of UGC	26-12-2011	View Document
12B of UGC	26-12-2011	View Document

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	**Recognition/Approval details Institution/Department programme**	**Day,Month and year(dd-mm-yyyy)**	**Validity in months**	**Remarks**
No contents				

Details of autonomy	
Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	**Address**	**Location***	**Campus Area in Acres**	**Built up Area in sq.mts.**
Main campus area	University College of Arts Tumkur University B H Road	Urban	10	3495.9

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BCom,Department Of Commerce And Management	36	PUC	English	420	413
UG	BBM,Department Of Commerce And Management	36	PUC	English	72	56
UG	BSW,Department Of Arts And Humanities	36	PUC	English	60	51
UG	BA,Department Of Arts And Humanities	36	PUC	English	144	87
UG	BA,Department Of Arts And Humanities	36	PUC	English	144	81
UG	BA,Department Of Arts And Humanities	36	PUC	English	72	25
UG	BA,Department Of Arts And Humanities	36	PUC	English	72	37
UG	BA,Department Of Arts And Humanities	36	PUC	English	72	24
UG	BA,Department Of Arts And	36	PUC	English	72	19

	Humanities					
UG	BA,Department Of Arts And Humanities	36	PUC	English	144	87
UG	BVA,Department Of Arts And Humanities	36	PUC	English	72	0
PG	MA,Department Of Sociology	24	B A with Sociology	English	58	27
Doctoral (Ph.D)	PhD or DPhil,Department Of Commerce And Management	36	MA Sociology	English	13	13
Doctoral (Ph.D)	PhD or DPhil,Department Of Arts And Humanities	36	M A in English	English	5	5
Doctoral (Ph.D)	PhD or DPhil,Department Of Arts And Humanities	36	M A in Political Science	English	16	16
Doctoral (Ph.D)	PhD or DPhil,Department Of Arts And Humanities	36	M A in Economics	English	9	9
Doctoral (Ph.D)	PhD or DPhil,Department Of Arts And Humanities	36	M A in Kannada	English	6	6
Doctoral (Ph.D)	PhD or DPhil,Department Of Arts And Humanities	36	M.Com	English	20	20

Position Details of Faculty & Staff in the College

Teaching Faculty											
	Professor				**Associate Professor**				**Assistant Professor**			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				1				0				47
Recruited	0	0	0	0	0	0	0	0	26	12	0	38
Yet to Recruit				1				0				9
Sanctioned by the Management/Society or Other Authorized Bodies				0				0				36
Recruited	0	0	0	0	0	0	0	0	19	17	0	36
Yet to Recruit				0				0				0

Non-Teaching Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				32
Recruited	4	5	0	9
Yet to Recruit				23
Sanctioned by the Management/Society or Other Authorized Bodies				6
Recruited	3	3	0	6
Yet to Recruit				0

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Technical Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	1	0	17	9	0	27
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	3	0	0	3	1	0	7

Temporary Teachers									
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	5	1	0	6
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	12	17	0	29

Part Time Teachers									
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	4	1	0	5

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	**Male**	**Female**	**Others**	**Total**
	0	0	0	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	1087	3	0	0	1090
	Female	1116	0	0	0	1116
	Others	0	0	0	0	0
PG	Male	12	0	0	0	12
	Female	15	0	0	0	15
	Others	0	0	0	0	0
Doctoral (Ph.D)	Male	43	0	0	0	43
	Female	26	0	0	0	26
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years

Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	341	360	303	286
	Female	281	297	277	281
	Others	0	0	0	0
ST	Male	92	108	102	100
	Female	107	119	88	84
	Others	0	0	0	0
OBC	Male	572	581	516	465
	Female	683	689	569	510
	Others	0	0	0	0
General	Male	26	12	12	23
	Female	37	26	22	26
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		2139	2192	1889	1775

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	University College of Arts has always been extending policy support to the Ministry of Education and other decision-making bodies at the central and state levels. The institute is committed to promoting the development in educational policy, planning and administration at the federal and decentralized levels. Ever since the National Education Policy 2020 (NEP 2020) was announced, UCA has been engaged in advocating and supporting efforts towards planning for implementation of the policy. Multidisciplinary higher education is a key theme in the National Education Policy (NEP), a more holistic education should in the long term be the aim of all undergraduate programs, including those in

	professional, technical and vocational disciplines, according to the NEP document. University College of Arts offers undergraduate degrees in Commerce and Management, Arts, Social Works and Visual Arts. Through a multidisciplinary approach, a student gains an arsenal of skills—problem-solving, critical thinking, time-management, self-management, communication and writing, analysis and research methodologies, team work, and much more—that are easily transferable across work environments. Students entering the industry will no longer be narrow specialists but generalists with relevant depth of their chosen discipline.
2. Academic bank of credits (ABC):	We have introduced NEP, and Academic Bank of Credits has been established on the lines of the National Academic Depository. Students' academic data are held and academic awards are stored, despite the fact that ABC enables students to register or commence credit Transfer the final outcomes of credit redemption and issuance of certificates as well as the compilation of award records is administered by academic Institution via NAD platform.
3. Skill development:	Skills and knowledge are the driving forces of economic growth and social development for any country. In the higher education sphere knowledge and skills are required for a diversity of employment needs in the services, education, health care, and manufacturing sector etc. University College of Arts has taken initiative of Skill development programs under the University Grants Commission. The integration of skills in higher education under the National Skill Qualification Framework and incorporation of skills and ability enhancement courses through Choice Based Credit System for sustainable skill development is also advocated along with the full time courses.
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	Indian knowledge system is ancient, yet it is with a contemporary significance. It encapsulates all the elements with immediate relevance, such as diversity, openness, scientific-rationale, and logic, to its very core. Keeping the Significance of Indian Knowledge system into consideration, University of Arts Promotes multilingual learning, Learning Continuity along with Multi-disciplinary Learning. We have a vision to enhance the infrastructural support and skill trainings, to promote rich cultural heritage.

5. Focus on Outcome based education (OBE):	Outcome-based education (OBE) is an educational theory or pedagogy that places students at the center of an academic program. It presupposes that by the end of a learning session, each student would have attained a level of mastery of the course so as to be in a position to realize on the completion of the course, a standard of achievement. In the fulfilling of the desired goal, the teacher is provided considerable latitude. University College of Arts facilitates a student centric approach and the teacher's role is to facilitate, guide and mentor. We believe that the organizational culture is an important deciding factor determining the effectiveness of outcome-based learning and propose to achieve OBE by aligning the learning objectives to performance objectives, Cascading Goals and mapping program educational objectives.
6. Distance education/online education:	Distance education focuses on the pedagogy, technology, and instructional system design that are effectively incorporated in educating the students who are not physically present on site at the classroom. As the Internet blurs the line between near and far, distance learning is set to disrupt the current paradigm of education. We are foresighted to come up with a working plan to bridge the physical spaces between teachers and learners.

Extended Profile

1 Program

1.1

Number of courses offered by the Institution across all programs during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
18	18	16	16	15

File Description	Document
Institutional data prescribed format	View Document

1.2

Number of programs offered year-wise for last five years

2020-21	2019-20	2018-19	2017-18	2016-17
6	6	5	5	5

2 Students

2.1

Number of students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
2134	2197	1900	1783	1641

File Description	Document
Institutional data in prescribed format	View Document

2.2

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
750	1000	800	800	600

File Description	Document
Institutional data in prescribed format	View Document

2.3

Number of outgoing / final year students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
570	609	483	489	512

File Description	Document
Institutional data in prescribed format	View Document

3 Teachers

3.1

Number of full time teachers year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
76	77	64	66	58

File Description	Document
Institutional data in prescribed format	View Document

3.2

Number of sanctioned posts year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
48	48	48	48	48

File Description	Document
Institutional data in prescribed format	View Document

4 Institution

4.1

Total number of classrooms and seminar halls

Response: 25

4.2

Total Expenditure excluding salary year-wise during last five years (INR in Lakhs)

2020-21	2019-20	2018-19	2017-18	2016-17
2.34	3.83	5.31	8.33	24.3

4.3

Number of Computers

Response: 80

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

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

Response:

An academic calendar is to keep students, faculty and staff reminded of key dates of academic activities throughout the academic year. It can also be useful for prospective students, alumni and parents as well. As one of the constituent colleges of Tumkur University, our institution follows the university designed calendar of events for its academic activities. Semester system is followed. The calendar includes dates of admission process, beginning and end dates of the academic sessions, preparatory breaks and examination schedules and the period of vacations also. In addition to these, the college plans its extension, co curricular, service and community development programmes.

The curriculum prescribed by the Tumkur University for Arts, Social Work, Visual Arts, Commerce and Management undergraduate programs is adopted in the institution. The institution has well-structured plan to ensure effective implementation of the curriculum and is accomplished through various customs.

Before the commencement of each semester, meeting of all teaching staff members with principal is held to receive active inputs and to arrive at consensus for the effective implementation of curriculum. The institution adopts method to conduct Head of the Department meetings in every subject twice in a month. In the first meeting of the each semester, the action plan is prepared in an optimal and effective way to ensure curriculum delivery.

The institution follows the scheduled academic calendar notified by the Tumkur University for each semester. The necessary requirements are made at the department level to impart curriculum as per the action plans formed. The institution organizes bridge course at the beginning of academic year for all newly admitted students to brief and to give outline about the structure and curriculum of the program.

At the beginning of the each semester all faculty will prepare action plan of their respective subjects which includes course outcomes and objectives. It gives an insight to the contents of curriculum during the course of program. Action plan developed in the year includes a way to impart program educational objectives and its possible outcomes for each program and course objectives and course outcomes which are defined for each course in the curriculum by the University.

Transparency and systematic mechanism is adopted in the admission process. The College complies with the Government Reservation Policy for admissions. The omnibus merit list of eligible students is announced and students are admitted through counseling.

Bridge Course inducts freshers into the college atmosphere, familiarizes them with the vision, mission, goals, objectives, rules of the college and helps to get rid of initial anxieties, also averts their fear of English. The eligibility norms of the UGC are followed by Tumkur University for the appointment of competent teachers. Most of the faculties have acquired Ph.D. degrees and the rest are pursuing. The vacancies and additional workloads are filled by appointing guest faculties. Preference is given to NET/SLET/Ph.D. candidates for appointment of guest faculties.

Personal attention and psychological guidance of the mentors smooth away the academic and personal problems of students and direct them towards progress. All the teachers use innovative and participative teaching-learning techniques such as power point presentations, group discussions and class room seminars by students.

The fair and transparent evaluation process and publication of results in website have made semester end.

File Description	Document
Upload Additional information	[View Document](#)
Link for Additional information	[View Document](#)

1.1.2 The institution adheres to the academic calendar including for the conduct of CIE

Response:

The curriculum prescribed by the Tumkur University for the Arts Undergraduate Programs is adopted in the institution. The institution has well-structured plan to ensure effective implementation of the curriculum which is accomplished through various customs.

Principal Meeting with Staff and HODs:

Before the commencement of each semester meeting of all teaching staff members with the principal is held to receive active inputs and to arrive at a consensus for the effective implementation curriculum.

Head of Department's Meeting:

The institution adopted a method to conduct Head of the department meetings in every subject twice a month. In the first meeting of each semester the action plan is prepared in an optimal and effective way to ensure curriculum delivery.

Academic Calendar:

The institution follows the scheduled academic calendar notified by Tumkur University for each semester. The necessary requirements are made at the department level to impart curriculum as per the action plans formed.

Orientation Programme

The institution organizes Orientation Programme at the beginning of the academic year for all newly admitted students to brief and to give an outline about the structures curriculum of the program.

Action Plan:

At the beginning of the each semester all faculty will prepare action plan of their respective subjects which includes course outcomes and objectives it gives an insight to the contents of curriculum during the course of program.

The teachers, administration, and supporting staff work in a unidirectional way to impart the Vision and Mission message and to achieve goals of the institution and individual departments as well. The action plan developed in the year includes a way to impart program educational objectives and its possible outcomes for each program and course objectives and course outcomes which are defined for each course in the curriculum by the University.

File Description	Document
Upload Additional information	[View Document](#)
Link for Additional information	[View Document](#)

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 last five years

1. Academic council/BoS of Affiliating university
2. Setting of question papers for UG/PG programs
3. Design and Development of Curriculum for Add on/ certificate/ Diploma Courses
4. Assessment /evaluation process of the affiliating University

Response: A. All of the above

File Description	Document
Institutional data in prescribed format	<u>View Document</u>
Details of participation of teachers in various bodies/activities provided as a response to the metric	<u>View Document</u>
Link for Additional information	<u>View Document</u>

1.2 Academic Flexibility

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

Response: 100

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

Response: 6

File Description	Document
Minutes of relevant Academic Council/ BOS meetings	<u>View Document</u>
Institutional data in prescribed format	<u>View Document</u>
Any additional information	<u>View Document</u>
Link for Additional information	<u>View Document</u>

1.2.2 Number of Add on /Certificate programs offered during the last five years

Response: 0

1.2.2.1 **How many Add on /Certificate programs are offered within the last 5 years.**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
List of Add on /Certificate programs	<u>View Document</u>

21-04-2022 11:57:31

1.2.3 Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years

Response: 0

1.2.3.1 **Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

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

1.3 Curriculum Enrichment

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

Response:

The college has been working for the development of the students. The various programmes are arranged related to Gender Equality, Sustainability, Human Values and Ethics. The college teachers engage the students in various activities through Expert lectures, N.S.S., N.C.C., programmes. The environmental issues are dealt in detail in the classroom through a regular/ compulsory paper studied in the Second year of the course entitled 'Environmental Science'. This subject is taught by special teachers in the class. The said subjects include the chapters such as, Scope & Nature of Environment Science, Natural Resources, Eco-System, Bio-Diversity, Pollution and Social Issues & Population. Environmental Science is a compulsory paper for B.A., B.COM., B.B.M. students. The results of the students are not declared unless students clear this subject at U.G. level. The current issue of environmental awareness has been thoroughly addressed by the college, in curriculum sustainable development is of much importance.

Importance is given to computer literacy also. A Special Paper 'Computer Fundamentals' is introduced as a compulsory paper for a Semester. Study of the Indian Constitution is also a compulsory paper studied by the students in one of the Semesters during their Course. The students must understand human values & follow professional ethics in their relevant field. Various departments organize the lectures on Human Values, especially on Gender Equality, Women Empowerment and Skill Development for the students of the college. A special 10 days residential camp is conducted by the N.S.S Department for their students to familiarize with the prevailing problems of rural India. The students are also engaged in value added programmes to make them aware of responsibilities and the professional ethics. Especially we are proud enough to state that we have not noticed till this date any major issues of Ragging and complaints from students about their harassments. Thus the college has a special arrangement to work after the issues relevant to Gender Equality, Environment and such related social issues.

The study tour by Political Science Department and Psychology, BSW field visits make students aware about the various nearby areas. They learn practical aspects from their study tours and field visits. Accordingly the students are made aware of the contemporary issues. The college works with the objective of generating Social awareness among the students.

1.3.2 Average percentage of courses that include experiential learning through project work/field work/internship during last five years

Response: 18.17

1.3.2.1 **Number of courses that include experiential learning through project work/field work/internship year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
3	3	3	3	3

File Description	Document
Programme / Curriculum/ Syllabus of the courses	[View Document]
MoU's with relevant organizations for these courses, if any Average percentage of courses that include experiential learning through project work/field work/internship	[View Document]
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	[View Document]

1.3.3 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year

Response: 1.55

1.3.3.1 **Number of students undertaking project work/field work / internships**

Response: 33

File Description	Document
List of programmes and number of students undertaking project work/field work/ /internships	[View Document]

1.4 Feedback System

1.4.1 *Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders 1) Students 2)Teachers 3)Employers 4)Alumni*

Response: B. Any 3 of the above

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

1.4.2 Feedback process of the Institution may be classified as follows: Options:

1. **Feedback collected, analysed and action taken and feedback available on website**
2. **Feedback collected, analysed and action has been taken**
3. **Feedback collected and analysed**
4. **Feedback collected**
5. **Feedback not collected**

Response: A. Feedback collected, analysed and action taken and feedback available on website

File Description	Document
Upload any additional information	View Document
URL for feedback report	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average Enrolment percentage (Average of last five years)

Response: 49.97

2.1.1.1 **Number of students admitted year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
699	605	491	486	388

2.1.1.2 **Number of sanctioned seats year wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
1399	1210	982	973	777

File Description	Document
Institutional data in prescribed format	[View Document]
Any additional information	[View Document]

2.1.2 Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (exclusive of supernumerary seats)

Response: 96.57

2.1.2.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
737	916	777	768	599

File Description	Document
Average percentage of seats filled against seats reserved	[View Document]
Any additional information	[View Document]

2.2 Catering to Student Diversity

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

Response:

Following the objectives in the mission statement, our college tries to empower the students by enriching them with knowledge, life skills and teaching the ways of living "successfully." This is achieved through a well planned, properly implemented academic programme that caters to both the advanced and slow learners.

The institution follows a two stage methodology for assessing the learning levels of students. After the assessment, our college organized systematic programme for advanced and slow learners. While doing this, enough care is taken to not to widen the gap between the advanced and slow learners.

Identification:

Admission to the different coursed offered by the college are made on the basis of merit and social justice, adhering strictly to the guidelines of the university.

At the entry level, slow and advanced are identified during the process of admission, based on their performance in their previous qualifying examination. While forming sections for each combination of courses, both the advanced and slow learners are mixed together to form heterogeneous classes. This helps the slow learners to mingle with the advanced learners and acquire a positive attitude.

At the next level, the concerned department conducts internal test and asks the students to submit assignments on various concepts. This is done towards the end of the first month of the semester. This process helps to identify the slow and advanced learners.

Programmes:

Programmes are devised for both the slow and advanced learners in the following way.

Strategies for slow learners:

1. Each class/ section has a teacher mentor who monitors the performance of slow learners throughout their cause period.
2. It is the job of the mentor to counsel, guide and after suggestions to the slow learners, in order to make then grow better.
3. Additional classes and bridge courses are conducted by the faculty for the slow learners.
4. Reading and study materials are provided to the slow learners. These include notes, pre recorded audio lectures, small video lectures etc.
5. Previous years' question papers are discussed and worked out by teachers in the classroom at the end of the semester in order to prepare the slow learners mentally to the upcoming semester examination.
6. Some departments circulate photo copies of top scoring answer papers in the university

examination in order to encourage the slow learners.

7. Preparatory tests are conducted towards the end of the semester to get rid of the exam phobia among the slow learners. Even the advanced learners too, take part in this examination.

Strategies for advanced learners:

1. Top scoring students in each section or class are identified and motivated individually by mentors to secure ranks in the university examinations.
2. Advanced learners are asked to present papers, give lectures or make presentations in their classroom to improve their communication and presentation skills.
3. The career guidance cell our college motivates the advanced learners to take up various competitive examinations.
4. Advanced learners are motivated to go higher education in various universities to achieve academic excellence and avail better career opportunities.

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

Response: 28:1

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

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

Response:

Our college has a well designed teaching learning process to provide a student friendly learning experience. Our college considers the calibers, interests, critical thinking and learning capabilities of our students. The students' centered teaching, learning methods of our college help in improving the learning standards of our students. Our college has the following experimental learning, participative learning and problem solving methodologies to enhance the learning experience of our students.

Experimental learning:

Since empowerment of students is one of the objectives in the mission and vision of the college, our college puts a very good emphasis on learning through experience. Therefore, the following experimental learning methods are undertaken in our college.

1. The students of B.Com and BBM visit various industries and firms as a part of the industrial visit programmes to have a firsthand experience of the functioning of such industry and firms.
2. The old students of our college who have cleared CA or CS programmes are invited to the college to share their experiences in taking such examinations with our students.

3. Students of History undertake visit to historical places to have an understanding of Archeology and Travel Tourism.
4. Students of commerce management and economics are given opportunities to watch the live streaming of National and State Budget Sessions and encouraged to participate in Debates, after watching such programmes.
5. Students of BSW go for field visits every Saturday to various fields like Jails, Hospitals, Ashrams, and Villages etc. to have firsthand experience in various aspects related to the subject of their study.

Participative learning:

1. Students of Journalism are provided opportunities in photography, in NEWS reading, reporting, editing, And NEWS paper editing.
2. Students seminars are organized by all departments in which students participate actively make presentations and discuss ideas.
3. Dissertation projects are assigning to the Final Year BBM students in their Sixth Semester. It helps the students to involve in participative learning and get reflective, thinking analysing issues and organize their ideas, coherently.
4. In addition to the above, workshops, guest lectures, competitions, quizzes and debuts etc are also conducted regularly to provide verity to students in their participatory learning experience.

Problem solving methodologies:

1. Apart from the regular classroom teaching, the students of our college are met to involve in various co- curricular activities in which leadership are assigned to students in order to develop problem solving in them.
2. Regular assignment works challenge and check the level understanding of the students; opportunities to participate in creative writing are provided to the students through wall magazines and college magazine.
3. Various units of the college like:

NCC, NSS, Red Cross, etc conduct activities regularly to enhance leadership qualities and problem solving skills among students.

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

Response:

In order to update itself with the modern tools of teaching, our college has been making lot of efforts by adopting various IC tools for teaching activities. The ICT enabled teaching process in the college includes the following.

1. 19 classrooms in the college are equipped with LCD projectors and smart boards. Many teachers

undertake their regular classes using the smart boards and projectors. Some students too use these facilities when they make class room presentations.

2. Social media groups are created for each class using smart phone apps. These class wise groups are used to share audio/video lectures and study materials.

3. The College campus has Wi-Fi facility provided by the university. It is being utilized by the students and teachers to browse different websites for academic activities.

4. The College has a computer lab equipped with – computers. These are used to teach basic computer skills to our students.

5. Our college library has access to many e-books, e-journals and e-resources that are being utilized by both the teachers and students.

6. The Department of Journalism is equipped with 02 handy cams, 02 still cameras for the teaching purpose. The department is also equipped with computers with necessary software's like adobe Indexing, Adobe Photoshop etc. to train the students in Journalistic photography and TV reporting.

7. Open educational resources like you-Tube lectures, study materials in PDF formats are accessed by teachers and recommended to the students.

8. During the time of Covid-19 pandemic, the teachers of our college had been able to reach the students through ICT enabled online teaching via Telegram/Zoom/Google Meet apps.

9. Departments of language and literature are continuously encouraging the students to watch film versions of literary texts online and attempt their own critical appreciations.

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

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

Response: 28:1

2.3.3.1 Number of mentors

Response: 76

File Description	Document
Upload year wise, number of students enrolled and full time teachers on roll.	[View Document](#)
mentor/mentee ratio	[View Document](#)
Circulars pertaining to assigning mentors to mentees	[View Document](#)

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Response: 142.08

File Description	Document
Year wise full time teachers and sanctioned posts for 5years(Data Template)	[View Document](#)
List of the faculty members authenticated by the Head of HEI	[View Document](#)

2.4.2 Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)

Response: 33.03

2.4.2.1 **Number of full time teachers with *Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt.* year wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
33	28	22	20	12

File Description	Document
List of number of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. and number of full time teachers for 5 years (Data Template)	[View Document](#)
Any additional information	[View Document](#)

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

Response: 6.68

2.4.3.1 **Total experience of full-time teachers**

Response: 508

File Description	Document
List of Teachers including their PAN, designation, dept and experience details(Data Template)	[View Document](#)

21-04-2022 11:57:34

2.5 Evaluation Process and Reforms

2.5.1 Mechanism of internal assessment is transparent and robust in terms of frequency and mode

Response:

The College has been maintaining a transparent and robust mechanism of internal assessment. The method of internal assessment in our college is based on the best evaluative criteria, sense of justice and impartiality. The mechanism of internal evaluation in the college includes the following idea/mechanism:

1. The College follows the regulations of Tumkur university, Tumakuru, for the internal evaluation process of the theoretical and practical papers.
2. Out of the total 100 marks in every paper, 90 marks are allotted for theory paper and 10 marks are allotted for internal assessment.
3. The students are well informed from time to time about the system of internal assessment in our college.
4. The process of internal assessment is done at the classroom level.
5. Each department evaluates the students in terms of tests, assignments and other tasks such as seminars and paper presentations in classrooms.
6. The Tests are conducted internally, subject wise at least two or more times in order to give fair chance to the absentees or those who could not do well in the first test owing to some genuine reasons.
7. Assignments are designed to test the thinking ability and creature writing abilities of the students.
8. Preparatory tests are also conducted as a part of internal assessment which also helps the students to prepare well for the semester examinations.
9. The Teachers of the respective departments evaluate the test papers, go through the assignments and give feed back to the students regarding how to improve their answers.
10. Marks are awarded to students considering their performances at in all the tests and assignments for each subject/paper.
11. Meetings are done at the departmental level to approve the final internal marks for every student of a particular class.
12. The Finalized marks are then entered online through the specific web domain/portal link provided by the university. After finishing the entry, printouts are taken out for scrutiny and after rectifying any mismatches/errors, the final marks are frozen in the website.

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

Response:

The College has the following mechanism to deal with internal examination related grievances in a transparent, time bound and efficient manner.

1. All the grievances, issues and difficulties related to internal marks are resolved at the departmental level by the concerned Head of the Department, following the directions from the Principal. The resolved issues are updated and conveyed to the college office for further action and follow up.

2. If there are any issues that are not resolved at the departmental level, such matters are brought to the notice of the principal. However, such issues rarely happen.
3. The Office staffs of the college take care of the students application process, fees, issuing Hall Tickets etc. for their examination.
4. The Internal marks are duly entered online by the faculty in the concerned department. Those marks are scrutinized again before freezing in order to avoid any possible discrepancies.
5. In case of any mistakes or errors in Hall tickets, the office staffs take care of such issues and resolve them prior to the commencement of examinations.
6. The University examination results are declared online. The result sheet is scrutinized to find out any discrepancies.
7. If the result of a student has not been declared, the same will be referred to the Examination section of Tumkur University by writing a letter to the Registrar (Evaluation).
8. If there is a discrepancy between the internal marks and the actual marks awarded in any subject/paper for a student, such matters are resolved by communicating the same to the University.
9. The Matters pertaining to re-evaluation are taken care of by the office staff of the college.

Thus, the college has a transparent, time bound, efficient mechanism to deal with issues related to internal evaluation and exam related issues.

2.6 Student Performance and Learning Outcomes

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

Response:

The teachers and students of our college are aware of the stated programme and course outcomes of the programmes offered by the institution through the following methods.

1. The Vision and mission of the college are displayed at various places in the college campus and in the college website for the perusal of students and teachers.
2. The programme outcomes and the course outcomes are stated and displayed on the website of the college. The same are communicated to the teachers and students. The Objectives of educational programmes and courses offered by our college have been clearly defined and stated.
3. At the beginning of every academic year, these objectives are conveyed to the newly admitted batch of students without fail.
4. The IQAC of the college monitors quality control in the courses offered by the college.
5. Subject experts, senior teachers and the IQAC together discuss and evaluate the progress made towards reaching the stated goals/objectives.
6. The College always encourages the faculty to attend workshops, seminars, refresher and short term courses etc. to improve their proficiency and update themselves.
7. Feed backs are collected from the students at the institute level to review the achievements made by the teachers and the college.

1. The College has been maintaining a consistent academic performance in the University examinations.
2. Every year, students of our college manage to secure handfuls of ranks in the university examinations.
3. The Students' academic, co-curricular and outstanding performances in sports, along with the growing number of students getting placements speak volumes about the programme specific outcomes in our college.
4. The Hundreds of applications that the college receives during the time of admissions from aspirants from inter and intra district reflects the impactful outcomes of the course and programme specific goals of the college.

File Description	Document
Upload COs for all Programmes (exemplars from Glossary)	View Document
Upload any additional information	View Document
Past link for Additional information	View Document

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

Response:

Our College has a mechanism to evaluate the attainment of Programme outcomes and course outcomes.

1. The IQAC of the college monitors quality control in the courses offered by the college.
2. Subject experts, senior teachers and the IQAC together evaluate the progress made during every academic year towards realizing the stated goals/objectives.
3. Feedbacks are taken from the students to review their satisfaction regarding the achievements of the college.
4. Results analysis is done in every department to analyses the progress made by students in the respective subject during every academic year.
5. Meetings are done regularly at the college level to assess the progress made and to plan for the actions to be taken in future.

File Description	Document
Paste link for Additional information	View Document

2.6.3 Average pass percentage of Students during last five years

Response: 89.1

2.6.3.1 **Number of final year students who passed the university examination year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
552	502	424	438	455

2.6.3.2 **Number of final year students who appeared for the university examination year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
570	609	483	489	512

File Description	Document
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	[View Document](#)
Paste link for the annual report	[View Document](#)

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response: 3.33

File Description	Document
Upload database of all currently enrolled students (Data Template)	[View Document](#)

Criterion 3 - 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, Chairs in the institution during the last five years (INR in Lakhs)

Response: 3.3

3.1.1.1 **Total Grants from Government and non-governmental agencies for research projects , endowments, Chairs in the institution during the last five years (INR in Lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	1.8	1.5

File Description	Document
List of endowments / projects with details of grants	[View Document](#)

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

Response: 19.74

3.1.2.1 **Number of teachers recognized as research guides**

Response: 15

File Description	Document
Institutional data in prescribed format	[View Document](#)

3.1.3 Percentage of departments having Research projects funded by government and non government agencies during the last five years

Response: 3.61

3.1.3.1 **Number of departments having Research projects funded by government and non-government agencies during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	2	1

3.1.3.2 **Number of departments offering academic programes**

2020-21	2019-20	2018-19	2017-18	2016-17
18	18	16	16	15

File Description	Document
List of research projects and funding details	[View Document](#)
Paste link to funding agency website	[View Document](#)

3.2 Innovation Ecosystem

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

Response:

The Institution has got meritorious, dynamic, and enterprising faculty members, most of who have cleared either the National Eligibility Test (NET) or State Lectureship Eligibility Test. The majority of the teachers have doctorate degrees. Besides, the guest faculties are recruited through an elaborate selection process that involves careful scrutiny of applications, testing of knowledge, and teaching skills through seminars and selection interviews.

The annual performance appraisal system encourages faculty members to enhance their teaching, research, and administrative skills, as well as social services to the desired level. Faculty members are encouraged to undergo professional development programs like Refresher Courses and Faculty Development Programmes. They are also encouraged to organize and participate in conferences, seminars, and workshops. Many faculty members have been recognized as research guides and are guiding Ph.D. candidates successfully.

The Institution has organized a number of special lectures, workshops, seminars, and conferences, which have proved a strong platform for the creation and transfer of knowledge. Along with teachers, the students are also made to take part in these events so that they can meet, listen to and interact with speakers and resource persons. The students are also encouraged to take part in academic fairs and festivals and boost their confidence and competency levels by taking part in various academic, literary and cultural competitions. They have various laurels too.

Young faculty members are encouraged to do research in multi-disciplinary and interdisciplinary areas. Many teachers have received research projects. They have actively been involved in publication too. The Institution has a Research Promotion Cell that conducts meetings regularly and looks into the initiatives promoting research and creation of knowledge. The staff meetings conducted by the principal and interactions with the Vice-Chancellor of the University remind the faculty members of their responsibility of increased involvement in research and publication. They have a good number of publications in reputed journals. The links of the publications are made available on the institution's website, and colleagues and

students are encouraged to read them.

The teachers have published a good number of academic and creative works, which have received a considerable response from the academic community and the general public. They are also encouraged to participate in academic events as resource persons and share their knowledge. Many of our faculty members have taken part as guests, speakers, and chairpersons in various public events and conferences.

The management students are encouraged to take up project works in the final year of BBM degree, where they have to take up a minor research. The project works are made available in the library, which can be referred by other students in the college. The students of Journalism publish their creative writings in the local and state-level newspapers and magazines, which have provided them a platform to share their knowledge and opinion with the peer members and the society. They are encouraged to bring out regular bulletins, which have been a platform for the students to share their opinion and knowledge among peers.

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

Response: 45

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

2020-21	2019-20	2018-19	2017-18	2016-17
04	06	04	15	16

File Description	Document
Report of the event	View Document
List of workshops/seminars during last 5 years	View Document
Any additional information	View Document

3.3 Research Publications and Awards

3.3.1 Number of Ph.Ds registered per eligible teacher during the last five years

Response: 0.33

3.3.1.1 **How many Ph.Ds registered per eligible teacher within last five years**

Response: 5

3.3.1.2 **Number of teachers recognized as guides during the last five years**

Response: 15

File Description	Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	<u>View Document</u>
URL to the research page on HEI website	<u>View Document</u>

3.3.2 Number of research papers per teachers in the Journals notified on UGC website during the last five years

Response: 3.34

3.3.2.1 **Number of research papers in the Journals notified on UGC website during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
42	46	54	45	41

File Description	Document
List of research papers by title, author, department, name and year of publication	<u>View Document</u>

3.3.3 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

Response: 1.23

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

2020-21	2019-20	2018-19	2017-18	2016-17
2	10	23	30	19

File Description	Document
List books and chapters edited volumes/ books published	<u>View Document</u>

3.4 Extension Activities

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

Response:

The college believes in holistic learning, and therefore does not rely on mere classroom teaching. This has been clearly reflected in the very vision of the college, i.e., "empowering the students with knowledge, as we believe that the educational institutions represent new temples of modern India in which infinite citizens are educated, enlightened, empowered and employed".

The academic knowledge imparted through classroom teaching is put into action through our extension activities, carried out by National Service Scheme (NSS), National Cadet Corps (NCC), and Youth Red Cross (YRC). Students are encouraged to become members of these organizations in order to involve them in different extension activities throughout the year.

The College has two units of National Service Scheme with 100 volunteers each, a National Cadet Corps battalion, and a Youth Red Cross unit which are active in and outside the campus throughout the year. Apart from keeping the campus clean and plastic-free, the volunteers and cadets organize events in the neighborhood community on special occasions such as Gandhi Jayanthi, Independence Day and Republic Day. They plant saplings on the campus and in the neighborhood, which sensitize both the students and the members of the public too. The volunteers are made to take care of these plants by watering and fencing them in batches.

The NSS units adopt a village in the neighborhood every year and conduct regular activities there, aiming towards creating awareness among the residents regarding cleanliness, health and hygiene, voting, government schemes, anti-tobacco and anti-alcohol steps. The Annual Special Camps of the units were also conducted in the same village, in order to culminate these events. The camps are conducted with special slogans as their primary objectives such as "Social Cleanness through Individual Awareness", "Should Live; Should Alive; Should Develop; Should Evolve" and "Scientific Temper and Youth for Society". These camps by blending physical work and educational programmes, play a prominent role in the holistic development of the students. The villagers too take active part in the programmes, which are helpful in furthering community relationships.

The NSS, NCC, YRC also conduct programmes such as blood grouping and massive blood donation camps in association with the District Government Hospital every year, which attract large number of students. Special lectures on significance of blood donation are organized during these occasions, which create awareness among all the students in the college.

The college has also taken special initiatives like donating food, stationery items, sports items etc. to orphanages and homes for special children. Both students and teachers contribute to such initiatives. There have been instances where students were encouraged to collect donations from the campus to help the needy. For example, students had collected money from the campus and outside, in order to help their classmates suffering from serious illness. When many parts of Karnataka were badly affected by floods in 2019, students with the help of their teachers collected money from the campus and donated food kits and clothes to the needy.

3.4.2 Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years

Response: 0

3.4.2.1 **Total number of awards and recognition received for extension activities from Government/ Government recognised bodies year-wise during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Number of awards for extension activities in last 5 year	[View Document](#)

3.4.3 Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years

Response: 107

3.4.3.1 **Number of extension and outreached Programmes conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
4	28	20	26	29

File Description	Document
Reports of the event organized	[View Document](#)
Number of extension and outreach Programmes conducted with industry, community etc for the last five years	[View Document](#)
Any additional information	[View Document](#)

3.4.4 Average percentage of students participating in extension activities at 3.4.3. above during last five years

Response: 53.8

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

2020-21	2019-20	2018-19	2017-18	2016-17
153	499	680	1438	2013

File Description	Document
Report of the event	[View Document](#)
Average percentage of students participating in extension activities with Govt or NGO etc	[View Document](#)
Any additional information	[View Document](#)

3.5 Collaboration

3.5.1 Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship per year

Response: 6

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

2020-21	2019-20	2018-19	2017-18	2016-17
00	00	02	01	03

File Description	Document
Details of Collaborative activities with institutions/industries for research, Faculty exchange, Student exchange/ internship	[View Document](#)

3.5.2 Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the last five years

Response: 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
e-Copies of the MoUs with institution/ industry/corporate houses	View Document

Criterion 4 - 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.

Response:

University College of Arts is a Constituent College of Tumkur University, situated in the heart of the Tumkur City. The physical infrastructure of the college also developed under Tumkur Smart City Project. It is spread over 10.0 acres with 2 floors spacious building amidst sprawling lawns surrounded greenery trees, fountain, ponds, statues, smart walking path. The College premises and library are under CCTV surveillance

College main block houses 11 Undergraduate programmes viz., Social Science, Humanities, Commerce and Management and 6 Research programmes, Fine Arts course housed at Bharatha Ratna Dr. M. S. Subbalakshmi Block and 01 PG programme (M.A. - Sociology) housed in a 2nd floor Sadananda Maiya block in University Campus.

The College has adequate facilities for teaching – learning. viz., classrooms, laboratories, computer labs, seminar halls and related infrastructure for its Students and Research scholars. The College provides resources and infrastructure for academic excellence according to its vision and strategic objectives. It has well equipped computer laboratory, library and smart classrooms, laboratories for teaching and learning process. It has well equipped smart seminar halls also.

Class Rooms: College has adequate number of lecture halls with necessary furniture, modern teaching aids and with well-equipped laboratories wherever necessary. There are 26 class rooms of which 22 are equipped with LCD projector and green boards and 19 class rooms are equipped with smart boards, 3 Computer labs housed in various blocks. Besides, there are 3 auditoriums situated in various places with state of the art facilities for organizing conferences, workshops, Seminars special lectures, and such other events by the Departments.

Laboratories: The College has Laboratory facilities for Computer Science, Psychology, Journalism, Commerce and Fine Arts subjects. Journalism department has well-equipped media center.

Library:

The College has a well-ventilated library equipped to meet essential academic and intellectual needs of its clienteles. It is spread over four rooms in ground floor and has been renovated to make it more users friendly. The library has Stack rooms, reading hall/reference section with IT facility and newspaper corridor having seating capacity of 155. The Library is well-stocked with 82219 print reference books and textbooks, project reports. It regularly subscribes to N-list e-resources, Periodicals, Magazines and Newspapers. Library is computerized and equipped with very good ICT facilities.

Language Lab.

Tumkur University has well equipped interactive Language Laboratory has made accessible to the students studying in the campus to enriching their language proficiency.

ICT Infrastructure

The College has adequate ICT infrastructure facility such as LCD projectors; Smart boards in the Class rooms for effective ICT enabled teaching and learning. The College has provided 102 computers and 14 Multifunctional printers to various departments; Computer Labs and Library are used by the students and faculty members for their day to day requirements. All the departments and computer labs are connected with 1gbps bandwidth of LAN/internet connectivity. ICT facilities are maintained by the centralized networking center of the University.

There is an Open air theater and 01 big Auditorium with seating capacity of 1000   is used for assemblies and cultural programmes etc.

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

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

Response:

Yes:

Cultural activities:

University College of Arts has the tradition of recognizing and honoring the students with outstanding achievements in cultural and sports activities during its Annual Day celebrations. The announcements and circulars from various Institutions conducting cultural, literary and sports competitions are brought to the notice of students through notice boards, announcements in classrooms. The College has separate committee to look after cultural and sports activities. The conveners and members of the respective committees guide and encourage the students on necessary occasions. The College conducts various cultural and sports competitions for the students as part of its Annual Day celebrations too.

University College of Arts has got adequate facilities for cultural activities, a separate coordinator among the faculty member carryout the Cultural activities in the institution. Cultural activities performed by the students in the Inaugural, Annual Day Celebration and Students programme such as Sankalpa and Sanskrithi. On occasion of annual day celebration Cultural committee organizes various Cultural activities to students such as Singing, Dancing competition, Solo dance, Group dance, Drama, Debate essay writing, Mehendi, Rangoli Mimicry, Anthyakshari, Quiz competitions etc. The cultural programs are also

conducted for teaching and non-teaching staff. College also conducting State level cultural event by name Manavika every year and provided Rolling shield to the winner. The college also conducted the inter college cultural fest by name Kalasiri. There is an Open air theater and 01 big Auditorium with seating capacity of 1000 is used for cultural programmes etc. Our students also participating in cultural programs organized by the various Institutions at various levels and won the 2 International, 3 National, 58 State level prizes.

Sports and Games: College has adequate facilities for sports and games; it has total 10 acres of land included College building. Sports facilities have been established for conducting various games inclusive of Cricket, Ball-Badminton, and Volleyball to ensure that the students also excel in sports. College has a sports ground which is spacious enough to hold Handball, Kabaddi, Kho-Kho, Netball, Volleyball, Athletics events (Shot put, Discus Throw, Javelin Throw). The College also has Tennis Court, Badminton court and a floodlight volleyball court in addition to indoor sports facilities like chess, carom, table-tennis, Weight lifting flat forms and Weighs Sets etc. The College has separate space of 140*150mts and 80*40mts, which is meant only for play fields. In this area the following play grounds are accommodated and it is also used for multipurpose sports activities of the college. Details of the facilities (sports, outdoor) are provided below.

Sports Outdoor With Size and Area

1. Ball-Badminton (24m * 12m)

2. Cricket (60m * 70m)

3. Handball (40m * 20m)

4. Kabaddi – Men (13m * 10m)

5. Kabaddi – Women (11m * 08m)

6. Kho-Kho – Men (27m * 16m)

7. Kho-Kho – Women (27m * 16m)

8. Netball- Men (30.5m * 15.25m)

9. Netball- Women (30.5m * 15.25m)

10. Throw ball- Men (12.2m * 18.3m)

11. Throw ball- Women (12.2m * 18.3m)

 College also utilizing the Mahathma Ghandhi stadium for conducting sports. The department has adequate sports and gym equipment's.

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

4.1.3 Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. *(Data for the latest completed academic year)*

Response: 100

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 25

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

4.1.4 Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)

Response: 40.44

4.1.4.1 **Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
0.87	0.45	3.19	4.65	9.08

File Description	Document
Upload Details of budget allocation, excluding salary during the last five years (Data Template)	[View Document](#)
Upload audited utilization statements	[View Document](#)

4.2 Library as a Learning Resource

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

Response:

NewGenLib Open source software - 3.0 Version, 2013

Library Database Backup process.

- Intranet management:Library management software maintained in 01 servers supporting 3 Personal computers and 01 printer connected through intranet

- Postgress SQL 8.0 (OSS) supporting software is used to take backup of routine operations of the Library done by the librarian and also stored in the drives

- Software maintenance is done by the Librarian

- OPAC access provided through intranet. User can access WEBOPAC through Internet..

Barcoding Technology adopted in the Library.

- Barcoding of Books is in progress.
- Bar Coded ID cards issued to Students to borrow the books. Membership data base created.
- Library Security CCTV surveillance : Eight CC Cameras Installed in the Library

- Library can access through the college website http://www.ucatut.ac.in
- Blog created to share information.
- Research hub created to deposit the articles written by the faculty and students for future reference.

Bird view of the Library

Library is growing a rich resources of print and e-resources, viz., 82219 books, 24 journals print & online, 32 magazines and 33 multilingual newspapers, Student projects, Faculty Research projects, journal back volumes, Competitive Exam books**,** dictionaries, encyclopedias, yearbooks , Audiovisual cassettes, CDROMs etc. are available in the library. Also, the library facilitates access to 6000 e- journals and 35000 e-books are available through NLIST/INFLIBNET e-consortium. Apart from this college staff and students also access the University Library resources.

Library has food infrasture of physical facilities and ICT Facilities to support academic activities of the College.

Library Facilities provided to the Users

- Good numbers of chairs and table are arranged to facilitate reading of library resources.
- Computers are provided to do the academic works.
- Computer with internet facility provided to access information sources on web.
- Borrowing of books and journals /magazines and reading facility provided to the user.
- TV, projector, DVD player is provided for the academic work
- Drinking water facility provided in the Library

Computerized Library services

- Question Bank service (print and electronic)
- e-question papers uploaded in the college website
- e-books, e-journals, e-newspaper links provided in the college website.
- Open/Free resources links have been provided

- Digitization and Compilation of E- Newspaper clippings:

- News about University published in newspapers from 2013- 2019 are digitized and compiled in a volumes.

- **Circulation service:** Books Issue, Return, Renewal, Membership, No dues issue, action towards non return of books, Question paper circulation.

- **Career / Employment information services.**

- Online career information service; Employment information through WhatsApp and college website.

- **Online Resources:** Related to Competitive examination **website links** have been provided through "**Library portal" and library blog and** also provided **printed posters** are displayed in notice board**.**

- Internet and Mail Services: Library provided the internet service to students and faculty members.

- Conducted **OnlineLibrary Orientation Programme** for Fresher's of University College of Arts during the academic year 2020 held at Seminar Hall, University College of Arts. Tumkur.

- Users training and information literacy programs conducted in library whenever user demands. Often instructions provided to the students to access WEBOPAC, N-List access,helping students in creating blogs.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for Additional Information	[View Document](#)

4.2.2 The institution has subscription for the following e-resources

1. e-journals
2. e-ShodhSindhu

3.**Shodhganga Membership**
4.**e-books**
5.**Databases**
6.**Remote access to e-resources**

Response: A. Any 4 or more of the above

File Description	Document
Upload any additional information	[View Document](#)
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership , Remote access to library resources, Web interface etc (Data Template)	[View Document](#)

4.2.3 Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)

Response: 1.04

4.2.3.1 **Annual expenditure of purchase of books/e-books and subscription to journals/e- journals year wise during last five years (INR in Lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
0.118	2.129	0.689	0.628	1.637

File Description	Document
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the last five years (Data Template)	[View Document](#)
Any additional information	[View Document](#)

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

Response: 3.62

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

Response: 80

File Description	Document
Details of library usage by teachers and students	[View Document](#)

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

University College of Arts is well equipped with IT facilities such as computer labs, library, class rooms, staff room and administrative office. The IT facilities in the college are maintained and updated by the Centralized IT department in the University. This department has well qualified Information Technology personnel's to maintain and update the university IT facilities viz, Computer maintenance, Hardware maintenance, Software updating, Internet connectivity, Campus wide WI-FI facility, Security firewall and university website updation. The IT Department is well equipped with data servers, network servers. Tumkur University has a very comprehensive IT policy. IT policy exists to maintain, secure, and ensure legal and appropriate use of Information technology infrastructure established by the University on the campus. This policy establishes University-wide strategies and responsibilities for protecting the Confidentiality, Integrity, and Availability of the information assets that are accessed, created, managed, and/or controlled by the University. Network Operation Center headed by System Analyst is the department that has been given the responsibility of running the university's intranet & Internet services.

Unit is running the Firewall security, Proxy, DNS, email, web and application servers and managing the network of the university. UNIVERSITY is getting its Internet bandwidth from BSNL. UNIVERSITY has got 1 GBPS connectivity under NKN Network of MHRD (NME-ICT) via BSNL leased line. The IT policy of Tumkur University addresses the IT Hardware Installation Policy, Maintenance of Computer Systems provided by the University, Software Installation and Licensing Policy, Antivirus Software and its updating, Backups of Data, Network (Intranet & Internet) Use Policy, Running Network Services on the Servers, Email Account Use Policy, Web Site Hosting Policy, FACULTY PROFILE MANAGEMENT, University Database (of e-Governance) Use Policy, Responsibilities of University Computer Center etc...

Further, depending on the need the University allocates sufficient budget under the capacity augmentation head in order to for IT infrastructure to function efficiently.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

4.3.2 Student - Computer ratio (Data for the latest completed academic year)

Response: 27:1

File Description	Document
Student – computer ratio	View Document

4.3.3 Bandwidth of internet connection in the Institution

Response: E. < 5 MBPS

File Description	Document
Upload any additional Information	View Document
Details of available bandwidth of internet connection in the Institution	View Document

4.4 Maintenance of Campus Infrastructure

4.4.1 Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)

Response: 59.62

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

2020-21	2019-20	2018-19	2017-18	2016-17
1.47	3.4	2.11	3.68	15.21

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View Document

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.

Response:

There are established and procedures for maintaining and utilizing physical, academic and support facilities Laboratory, Library, Sports Complex, Computers, Classrooms etc.

The College has adequate infrastructure and physical facilities for teaching, learning viz., Classrooms, Laboratories, Computers, Library and Sports facilities etc. These facilities are maintained by the centralized university engineering department and IT department. The university has a dedicated engineering department responsible for carrying out the duties of estate office and is responsible for overseeing the maintenance of buildings, classrooms, laboratories, hostels, canteens, sports facilities, utilities and gardens. The department has qualified and skilled manpower for civil work, electric work, plumbing etc.

Maintenance of infrastructure facilities services and equipment is done as per following details:

1.   The infrastructure such as classrooms, buildings, hostels; green areas etc. are maintained by engineering department.

2.   The maintenance of equipment's for water pumping and other engineering related equipment's as per their preventive maintenance schedules.

3.   Housekeeping services are outsourced and available on campus 24×7.

4.   Campus surveillance Cameras, CCTVs, other security equipment are maintained through IT department by the authorised agencies.

5.   Teaching aids such as LCD Projectors, PA Systems, Laptops, Desktops, Printers, Internet and Wi-Fi etc. are maintained by IT helpdesk department.

6.   College has Sufficient ICT facilities with latest configuration. Firewall antivirus/updating hardware/software is done regularly.

7.   Fire fighting equipment in various blocks, class rooms, labs, hostels; offices etc. are also maintained by the engineering department.

8.   Biometric machine is installed in college for time and attendance management of Staff.

9.   College has 1 seminar hall in UG block, 1 seminar hall in PG block, and 1 auditorium with state of art, 1 Auditorium and 01 Open Theatre for assemblies and cultural programmes. Prior intimation/permission is required from the Registrar of the University for using it. Person in-charge will take care for arrangements, once booked; Electrician and System Admin take care of it. Auditorium is well equipped with ICT facilities and updating it regularly.

10. College has 3 Laboratories of various departments viz, Psychology, Journalism and Computer Science. Accordingly equipment's are procured in structured manner and is maintained regularly.

11. Department of Journalism maintains a well-equipped ICT laboratory, in order to provide hands-on experience to the students in print and electronic media. Students make use of the facilities in the laboratory in different batches.

12. Practical for Library and Information Science Students conducted in the library for Classification and Cataloguing. Students used laboratory facilities as per time table. During the NSS activities the equipment's are issued to the group leader after the activity the leader should return in good condition.

13. Vehicle parking is managed by the Security Guard of College.

Sports   and Games: The institution has adequate facilities for sports and games, it has total 10 acres of land and building campus included University College of Arts building. Physical Education department is headed by the Assistant Physical Education Director. This department has policies and procedures to carry out the Sports and games. The games such as Cricket, Football etc., are played depend upon the need of the students. Sports and games are conducted at state, university and college level.

Constitution of Sports Board:

The Sports Board of College shall be constituted with the following composition of members. The Board consists of head of the college Principal acting as Chairperson, all departments H.O.D's are members and Director of Physical Education is a Member Secretary. The member Secretary conducting the meetings whenever necessary. The committee is responsible for decision making for policies and procedures of the sports department to carry out sports and games for the students frequently. For faculty members and supporting staff sports and games will be conducted during Annual day of the College. This department has policies and procedures to conduct outdoor games and sports such as Cricket Foot Ball, Kho-Kho, Volley Ball, Throw Ball, etc., and also indoor games such chess and carom board, table tennis at regular intervals.

Gymnasium and Yoga Centre: This institution has adequate facilities in association with University College of Science. University College of Science has got separate facilities Gymnasium room both college students using the same periodically.

Library and Information Centre is located in the premises of the College at the Ground floor occupied 4 rooms. Library has a good collection of Books, Journals, Reference Sources, Magazines, Newspapers, Audiovisual teaching learning resources, Student project reports, etc. documents are well organized in a subject wise manner. This arrangement has helped organization of information in a systematic way and to locate documents easily.

College Library has managed by qualified Librarian, Library Assistants and supporting staff. The library has an adequate physical and ICT facilities to meet the requirements of the digital era. The library is Computerised with Open-source Software.

Constitution of Library Advisory Committee

The function of the LA Committee is to support the functioning of the library.

The committee has Chairperson: Institution Head, Principal is the chairperson, Members: H.O.D's of all the Departments, Member Secretary: Assistant Librarian is conducting the meetings. The meeting is conducted whenever necessary.

University has procurement policies and procedures for procurement of books, journals, e- resources, magazines, and newspapers based on the recommendations of the Users, Preservation policy, Stack maintenance, Library has framed good library rules and regulations for the user to access library resources. The library budget is prepared by Finance department of the University.

Library is automated with Open source software NEGENLIB, and it is maintained by the librarian, no annual maintenance of the software is taken by the vendor. Barcoding technology adopted and barcoded the books and user ID for error free transaction.

 Library has a good policy and procedure to support teaching and learning and research. Collection development is based on the recommendations made by faculty members and students. Procured books are accessioned and catalogued and send to the stack. College has structured circulation policy effectively implemented.

Silence/calm atmosphere is maintained in library. Mobile phones/Food/Drinks/ Smoking are not allowed in library.

Identity Card is compulsory entering into the library.

College Leaving Certificate or Transfer Certificate will be issued to students only after getting clearance from the library.

File Description	Document
Upload any additional information	[View Document](#)

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during last five years

Response: 74.97

5.1.1.1 **Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)**

2020-21	2019-20	2018-19	2017-18	2016-17
1461	1613	1472	1399	1264

File Description	Document
upload self attested letter with the list of students sanctioned scholarship	View Document
Upload any additional information Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years (Data Template)	View Document

5.1.2 Average percentage of students benefitted by scholarships, freeships etc. provided by the institution / non- government agencies during the last five years

Response: 74.97

5.1.2.1 **Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)**

2020-21	2019-20	2018-19	2017-18	2016-17
1461	1613	1472	1399	1264

File Description	Document
Upload any additional information	[View Document](#)
Number of students benefited by scholarships and freeships institution / non- government agencies in last 5 years (Date Template)	[View Document](#)

5.1.3 Capacity building and skills enhancement initiatives taken by the institution include the following

> 1. **Soft skills**
> 2. **Language and communication skills**
> 3. **Life skills (Yoga, physical fitness, health and hygiene**)
> 4. **ICT/computing skills**

Response: B. 3 of the above

File Description	Document
Details of capability building and skills enhancement initiatives (Data Template)	[View Document](#)
Any additional information	[View Document](#)
Link to Institutional website	[View Document](#)

5.1.4 Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years

Response: 0

5.1.4.1 **Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	[View Document](#)

5.1.5 The Institution has a transparent mechanism for timely redressal of student grievances

including sexual harassment and ragging cases

1. **Implementation of guidelines of statutory/regulatory bodies**
2. **Organisation wide awareness and undertakings on policies with zero tolerance**
3. **Mechanisms for submission of online/offline students' grievances**
4. **Timely redressal of the grievances through appropriate committees**

Response: C. 2 of the above

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

5.2 Student Progression

5.2.1 Average percentage of placement of outgoing students during the last five years

Response: 0.55

5.2.1.1 **Number of outgoing students placed year - wise during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	14

File Description	Document
Self attested list of students placed	View Document
Details of student placement during the last five years (Data Template)	View Document

5.2.2 Average percentage of students progressing to higher education during the last five years

Response: 110.18

5.2.2.1 **Number of outgoing student progression to higher education during last five years**

Response: 628

File Description	Document
Details of student progression to higher education (Data Template)	[View Document](#)

5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: IIT-JAM/CLAT/ NET/SLET/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations, etc.)

Response: 100

5.2.3.1 **Number of students qualifying in state/ national/ international level examinations (eg: IIT/JAM/ NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations, *etc.*)) year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
06	01	01	03	02

5.2.3.2 **Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
06	01	01	03	02

File Description	Document
Upload supporting data for the same	[View Document](#)
Number of students qualifying in state/ national/ international level examinations during the last five years (Data Template)	[View Document](#)

5.3 Student Participation and Activities

5.3.1 Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.

Response: 6

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) year-wise during the last five years.

2020-21	2019-20	2018-19	2017-18	2016-17
0	02	03	00	01

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national/international level during the last five year	[View Document](#)

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

Response:

Education is an inclusive process, which demands the active participation of all the stakeholders, including students. University College of Arts ensures this by involving student representatives in all of its academic and administrative activities. Students are an integral part of IQAC, Grievances Redressal Cell, Sexual Harassment Prevention Cell, Placement Cell, Cultural Forum, and the like.

Representation in IQAC:

Students are given representation in the Internal Quality Assurance Cell (IQAC) in order to ensure that they have an active role in the academic and administrative processes of the College. These student representatives take part in the regular meetings of the IQAC and contribute their ideas towards making their College student-friendly. They even coordinate the process of getting students' feedback and its analysis. Their opinion in matters of internal assessment, attendance, examinations, syllabus revision, extension activities, sports and purchasing new books, subscribing newspapers and magazines to the library are honored.

Grievances Redressal Cell:

The college has a Grievances Redressal Cell, where students play an active role. Apart from senior staff members, students selected from different classes take part in the activities of the Cell. In fact, these students have a major role to play here. The Principal selects one student each from a class while revising the Cell every year. Care is taken to give equal representation to both boys and girls. These students function as Opinion Leaders, who maintain a good contact with their classmates and see that they bring their grievances to the notice of the Cell, if any. They also take part in the regular meetings of the Cell, where the grievances are discussed and addressed. Their participation guarantees transparency in the

process.

Sexual Harassment Prevention Cell:

Students are also given representation in the Sexual Harassment Prevention Cell. They take part in the meetings of the Cell and give their suggestions as what kind of activities can be initiated by the institution towards creating a safe environment to the female students and staff members. They take an active role in organizing programs, inviting resource persons and making students benefit out of such initiatives, towards realizing the objectives of the Cell.

Placement Cell:

Students are part of the Placement Cell, which conducts several activities towards improving interview skills, efficient resume writing, communication skills, apart from placement drives. They see that their classmates make the best use of these opportunities and increase their employability.

Cultural Forum:

Tumkur is known for its rich culture, and students here are indeed blessed with cultural interests. A number of students have basic training in one or other traditional and folk performances, and the Cultural Forum of the College is a good place to showcase their talent. The Cultural Forum involves students in its activities to a greater extent. The inaugural and valedictory function of the academic year, annual day, ethnic day, events like Kalasiri, Manavika, Samskruti, Sankalpa, and many more celebrations are organized mainly by our students.

5.3.3 Average number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 9.4

5.3.3.1 **Number of sports and cultural events/competitions in which students of the Institution participated year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	9	15	12	11

File Description	Document
Report of the event	[View Document](#)
Number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions (Data Template)	[View Document](#)

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

Response:

The alumni association in the University College of Arts has been working actively to act as a bridge between the past and the present stakeholders of our college. It brings all these people together on a single platform to support the progress of all the endeavours of the College. Our college, with its academic commitment and professional approach, has been able to nurture many blooming talents who have made their names as teachers, soldiers, police personnel, researchers and many government employees. These proud alumni of our college have proved themselves to be the backbone of the reputation for our college. The various activities of our proud Alumni Association are listed as below:

1. Our proud alumni, who have become successful in their respective careers visit our college and interact with our students to motivate and assist the current students in their career planning and placements.
2. The alumni association of our college conducts meetings regularly where the members group together and discuss with current students different issues pertaining to the development of the college and other academic activities. They share the challenges in the contemporary world, opportunities available and the steps that can be taken to meet their future challenges.
3. The association also contributes to the institution through several **non financial avenues**. Some of our alumni who are working as teachers/ lecturers hold various programmes and interactive sessions to make our students more employable. These programmes include Personality Development, Soft Skills, creating awareness about environmental issues, social issues, empowerment of women, human rights etc.
4. **Beautification of the Campus**: It has been a custom for the Alumni Association to plant from trees in the campus soon after every meeting, as a part of its "beautification of the campus programme". Since 2015, the association has added quite a number of plants in the backside of the college, thereby adding to the beauty and serenity of the campus.
5. Our proud alumni, who studied BFA and BVA courses in our college, have added more beauty to the walls of our college by liberally adding many valuable oil and canvas paintings.
6. Some of our proud alumni, who were NCC cadets during their stay in the college, have managed to secure jobs in The Indian Army, CISF and the State Police Force. They have made it a point to come and address the present cadets/ students of our college to motivate them to join these elite jobs. The success rate of our old students in entering these jobs is decently good.
7. The alumni association has also donated some podiums to the classrooms, as a measure of its goodwill to the college.
8. Some of our alumni have donated their old books to various departments to form small departmental libraries.

Thus, the alumni association in our college has been very active through various constructive programmes in the campus.

5.4.2 Alumni contribution during the last five years (INR in lakhs)

Response: E. <1 Lakhs

Criterion 6 - 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

Response:

VISION

Empowering the students with knowledge as we believe that the educational institution represent new temples of modern India in which infinite citizens are educated, enlightened, empowered, and employed

MISSION

Empowerment means making the students better harness in three dimensions

- Learning for knowledge and more knowledge
- Learning for "LIFE" through education, empowerment, and employment
- Learning to 'LIVE' successfully

Steps are being taken to ensure the successful implementation of the vision, mission, and goals of the Institution through a strategic action plan, effective leadership, and participative decision-making process. The institution has taken great care in ensuring that all the activities of the institution are in accordance with the stated goals. The accountability of fulfilling the vision and mission of the institution is a shared one. The head of the institution, followed by the heads of the department makes sure that all the members of the institution are fully aware of the direction towards which the institution is headed. Further, institutional activities are monitored through a punctual supervisory process. At first, by the committees set up for specific purposes or by the head of the concerned department, and then, by the head of the institution. i.e., principal. The committees/heads suggest course correction as and when required. Yet, the committees /heads ensure that individuals are given a fairly independent hand to conceptualize and execute one's ideas. The committees are always democratic in structure and the decision-making process is participative. At the beginning of the academic year, various departments and the administration examine the workload and evaluate the needs for Guest Faculty recruitment. This is further scrutinized by the Principal. Various committees have been constituted by the College. These committees play an important role in the planning and implementation of the activities. N.S.S, N.C.C, and other units of the college have been playing a pivotal role in the community and extension activities.

Perspective Plans

Steps have been taken to introduce an innovative curricular framework aimed at imparting knowledge. Importance has also been given to introduce the skill and aptitude-based application-oriented higher education and research. Teachers are advised to incorporate topics that are at the "cutting edge" of their respective fields. There is an abundant scope for teachers to go beyond the conventional curriculum. The institution wishes to give special emphasis upon attaining self-sufficiency and self-reliance. The finance committees set up for each event or activity, take utmost care in minimizing excess and unforeseen expenses. Teachers are being encouraged to apply to external agencies for funds for their research projects

and the like.

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

Response:

The institution focuses mainly on decentralization by intending equal opportunity (equal role to participate in the functioning of the Institution. The Principal, Heads of the departments, teaching and non-teaching faculty along with students concentrate on fostering the progress of the institution by sharing the responsibilities and participating growth of the institution and acting according to the aims and objectives of the Institution.

Various committees like Time Table Committee, Admission Committee, Sexual Harassment Grievance Redressal Committee, College API committee, Anti-Ragging Committee, Cultural Events Committee, and Counselling Cell are constituted for the smooth functioning of the Institution.

 The administrative functions of the institution are mostly carried out in a participatory manner through these committees. The responsibility of taking appropriate steps to ensure qualitative teaching and preparing the students to face challenges of the modern world lies with the departmental heads. They also manage their departmental work with the cooperation and assistance of their staff members. The departments are given adequate independence to take decisions about the conduct of academic programs. Teaching, evaluation, and feedback systems are developed by the individual departments. The decentralization paves the way for sharing of duties and responsibilities, binding all the stakeholders in positive interaction and building good human relations. The Departments organize events such as seminars and conferences.

The responsibilities and duties of every staff are communicated to them through official circulars that clearly define their role in the execution of any given assignments. Staff is also informally counseled to make them aware of their duties. The Principal and the college council committee take vital policy decisions. The Principal directs the allocation of job responsibility by fixing the due date in consultation with the college council. The heads of the Departments communicate the same to the members of the department. The following steps ensure the responsibilities communicated to the staff of the institution:

File Description	Document
Upload any additional information	View Document

6.2 Strategy Development and Deployment

6.2.1 The institutional Strategic / Perspective plan is effectively deployed

Response:

An institutional plan is developed by IQAC based on the underlying principles stated in the vision and mission of the institution and the suggestions received from different corners. After obtaining the required permission from the institutional administration, the plan is placed before the faculties for an open discussion. The required changes are incorporated based on their constructive suggestions. Then, it is finalized and submitted to the governing university for scrutiny and implementation.

Regular staff meetings are held for the successful implementation of the plan.

Special care has been taken to ensure the overall growth of the academic activities.

1. **Curriculum Development** - The institution is a Constituent College of Tumkur University. Hence the syllabus prescribed by the University is being adopted for curriculum development. The faculty members are actively involved in framing the syllabus, setting question papers, participating in the evaluation process.
2. **Teaching Learning** - Learner-oriented strategies have been adopted in the teaching-learning system. The lecture method is widely used along with interaction and Group discussion. Faculty members extensively use the teaching aids. Induction and orientation programs are conducted. Visits to Industries, Stock exchanges, Banks, Participation in Workshops and Conferences are encouraged. The college also arranges special lectures in the areas of Current affairs, Capacity Building by eminent scholars.
3. **Examination and Evaluation-** The College is a Constituent college under Tumkur University. The university conducts semester examinations as per the norms and regulations of the University. The central Evaluation process is carried out with due transparency. The internal Assessment marks are awarded by the department concerned based on the performance of the students in the Tests, Assignments, and Presentations. The statement of marks is displayed at the general notice board as a practice of transparency.
4. **Research and Development**

Faculty members are encouraged to submit the research proposals to UGC and other funding agencies.

Faculty members are encouraged to publish their research articles in refereed journals of national and international repute

The university has provided research grants to conduct the research under Dr. Ambedkar study center

1. **Library, ICT, and physical infrastructure/instrumentation**

The library has been partially digitalized, Initiation has been taken to start the library book database. Exclusive website for Library is created for the benefit of staff and students. Access to Online journals are provided under NLIST programme

1. **Human Resource Management**

The participatory mechanism is at work at every stage to ensure the quality lift Staff are encouraged to participate in Orientation programs, Refresher Courses, Short Term Courses, Faculty Development programs, National and International Level Conferences

1. **Faculty and Staff recruitment**

UGC and State Government rules and regulations are strictly followed in the recruitment process

1. **Industry Interaction / Collaboration**

The college has a practice of organizing industrial visits to understand the system of practicality at the Industrial Organization

1. **Admission of Students**

The prospectus is issued to the aspirants

The admission process is completely based on the Merit and roaster system

Online admission process and counseling will be done in a more transparent manner

Vacant seats are also filled with transparency and a roaster system

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

Response:

1. University College of Arts is a constituent College of Tumkur University headed by the Vice-Chancellor and the Registrar. All the decisions pertaining to administrative matters and academic matters are taken by the higher authorities of the University.

2. Principal and College Administrative Committees: The principal as ahead of the administrative and teaching-learning process pays special attention to the smooth functioning of administrative and academic activates. Heads of all the departments and Office Superintendent help him in this matter. The works related to admission, examination, eligibility, maintaining the daily record, interaction with stakeholders, universities, Government offices, etc. are discharged by the Administrative Staff under the guidance of the principal.

3. The Principal forms various committees for monitoring and facilitating several activities organized in the college.

Service Rules, Procedures, and Recruitment -The College follows the rules and regulations of the UGC and of Tumkur University. The promotional policy of the college and the University is transparent and impartial, they follow the PBAS of the UGC for the promotion of the teachers. The performance of each employee is assessed annually after the completion of one year of service. This is done by Tumkur University as the College is a Constituent College of Tumkur University. The objective behind this assessment is not only to objectively evaluate the performance as per established norms but also to identify potential aspects for improvement that can eventually lead to promote progress and growth of the employee.

4. Grievance Redressal Mechanism: The College has formed a Grievance Redressal Cell for faculty, staff, and students to address their complaints and grievances. The Principal is the head of this cell. After receiving grievances and complaints, either in writing or orally, the Grievance Redressal Cell discusses in the meeting and resolves. There is a separate Anti-Sexual Harassment committee to prevent cases of harassment and to look into grievances of girl students. An anti-Ragging committee is also formed to work on the cases related to ragging if any

6.2.3 Implementation of e-governance in areas of operation

1. **Administration**
2. **Finance and Accounts**
3. **Student Admission and Support**
4. **Examination**

Response: A. All of the above

File Description	Document
Screen shots of user interfaces	[View Document](#)
ERP (Enterprise Resource Planning) Document	[View Document](#)
Details of implementation of e-governance in areas of operation, Administration etc	[View Document](#)

6.3 Faculty Empowerment Strategies

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

Response:

Teaching Staff

- One seat for every employee is reserved for admission to any course
- Medical Reimbursement
- The institution encourages the faculty to pursue higher studies like M.Phil., Ph.D.
- The institution provides an OOD facility to its faculty to attend and present research papers in seminars, conferences, workshops, etc. with financial benefit
- The faculty members are encouraged to deliver lectures in professional associations as resource persons.
- External activities are encouraged to create a bridge between academicians and society.

Non Teaching

- Encouraged to pursue higher education
- Encouraged to take up departmental promotional examinations
- Medical reimbursement facility

- Extended Grant of Festival advance

6.3.2 Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 0.31

6.3.2.1 **Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	1	0	0

File Description	Document
Upload any additional information	[View Document](#)
Details of teachers provided with financial support to attend conference, workshops etc during the last five years	[View Document](#)

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

Response: 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff	[View Document](#)

6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course).

Response: 22.52

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

2020-21	2019-20	2018-19	2017-18	2016-17
07	39	14	9	10

File Description	Document
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	[View Document](#)
Details of teachers attending professional development programmes during the last five years	[View Document](#)

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

Response:

The performance of each employee is assessed annually after the completion of one year of service. This is done by Tumkur University as the College is a Constituent College of Tumkur University. The objective behind this assessment is not only to objectively appraise the performance as per the established norms but also to identify potential aspects for improvement that can eventually lead to promote the progress and growth of the employee.

Teaching Staff

1. The performance of each faculty member is assessed according to the Annual Self-Assessment for the Performance Based Appraisal System (PBAS).
2. Promotions are based on the PBAS proforma for UGC Career Advancement Scheme (CAS) which is based on the API score.
3. The University/Institute undertakes a wide range of activities along with academics, for which faculty members are assigned additional duties and responsibilities, which are mostly voluntary. The University and the college constantly evaluate the works assigned to faculty members. The Institute accords appropriate recognition for these contributions in their overall assessment.
4. The faculty members are informed well in advance of their due promotion.
5. The PBAS proforma filled by the Faculty Member is checked and verified by the Principal and IQAC
6. Faculty members whose promotions are due are recommended based on their API score and are required to appear before the screening-cum-selection committee.

Non-Teaching Staff

Assessment of Non-Teaching Staff is done through annual confidential reports and annual performance appraisal.

Character and Habits, Departmental Abilities, Capacity to do hard work, Discipline, Relations/Co-operation with superiors, subordinates, colleagues, students, and public, Power of Drafting (where applicable), an efficient organization of documents, and technical abilities have been the parameters for the overall assessment of the Non-Teaching Staff. The assessment is based on the cumulative grade by the Principal which is then forwarded to the Registrar of the University. The Annual Confidential Report and the Performance Appraisal System have been of much importance in the evaluation of the performance of employees.

File Description	Document
Upload any additional information	[View Document](#)

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

Yes. The accounts of the institution are regularly audited. The auditing of the accounts of the institution is regularly monitored by the Finance Department of Tumkur University. The institution is audited by the Accountant General of Karnataka through Tumkur University.

The finance department of Tumkur University, which is also completely computerized looks after the financial needs of the Institution. The salaries of all the employees are remunerated directly to their respective accounts. All the details of remuneration extended to the employees are available in the employee database of the University which can be obtained by using the unique employee number provided by it. Online

Human Resource Management System (HRMS) has been adopted and accounts of salaries of all the members of faculty are maintained in the online database.

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

Response: 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the last five years	[View Document](#)

6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Response:

University College of Arts is a constituent college of Tumkur University and all the expenditures incurred of the College are met with the Government Funds.

The University Grants Commission also extends financial support to the institution, which is utilized appropriately keeping comprehensive development of the institution in consideration.

The day-to-day expenses are met with the help of adequate funds allocated for the institution in the annual budget of the State Government/Tumkur University. The financial assistance given to the institution by the Tumkur University, UGC, is utilized in the proper way to attend to the academic and institutional requirements such as salary of the employees, developmental activities, and betterment of infrastructure.

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

Response:

The Internal Quality Assurance Cell (IQAC) has been established in the University College of Arts as per the recommendations of the National Assessment and Accreditation Council (NAAC) as a post-accreditation quality sustenance measure. The IQAC has been actively involved in the endeavor of promoting a system for conscious, consistent, and catalytic improvement in the overall performance of the Institutions. The IQAC will make a significant and meaningful contribution in the post-accreditation phase of the Institution. During the post-accreditation period, the IQAC would channelize all efforts and measures of the Institution towards the promotion of its academic excellence.

Objectives:

1. To assure incessant improvement in the entire operations of the Institution.
2. To ensure stakeholders connected with Education, namely parents, teachers, staff, employers, society in general, of its own quality and uprightness.
3. To develop a quality system for conscious, consistent, and programmed action to improve the academic and administrative performance of the institution.

4. To promote measures for driving institutional functioning towards quality enhancement and institutionalization of best practices.

5. To provide a sound basis for decision-making to improve Institutional functioning.

6. To act as a dynamic system for quality changes in the Institution. ?

Strategies

1. Ensuring timely, efficient, and progressive performance of academic, administrative, and financial tasks.

2. The relevance and quality of academic and research programs.

3. Equitable access to and affordability of academic programs for various sections of society.

4. Optimization and integration of modern methods of teaching and learning.

File Description	Document
Paste link for additional information	View Document

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 (For first cycle - Incremental improvements made for the preceding five years with regard to quality For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives   )

Response:

University College of Arts has established IQAC to review the teaching-learning process. IQAC conducts regular meetings with the academic departments. The operations and processes practiced are reviewed in those meetings. In the meetings held IQAC has observed that the teaching-learning process can be made more student-oriented. Suggestions have been made to integrate technology into teaching so that it would make the process more efficient. The recommendations of the IQAC are presented to the Principal, and proper arrangements have been made to install technological tools such as smart boards and overhead projectors for every classroom. New UG combinations History, Journalism and English (HJE), Library Science, Psychology and Journalism (LPs J), Bachelor of Social work (B.S.W) have been started. Special priority has also been given to Online teaching at Covid 19 times. A separate Computer Lab has been established.

The assessments of every department are being made. IQAC has made many recommendations to improve the quality of education being imparted in the College. Each department has been conducting conferences, workshops, and seminars at the national and international levels. Cultural and extracurricular activities are also given priority. Currently, each department has its own examination committee that looks after the conduction of internal examinations right from the preparation of timetable and collection of question papers to seating arrangements and distribution of the answer scripts for evaluation. The examination committees function as per the suggestions made by the IQAC.

To make the library student-friendly the institution has taken measures to digitalize the library. Internet

facility is also provided to the students in the library.

6.5.3 Quality assurance initiatives of the institution include:

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements**
2. **Collaborative quality intitiatives with other institution(s)**
3. **Participation in NIRF**
4. **any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

Response: C. 2 of the above

File Description	Document
Upload details of Quality assurance initiatives of the institution	View Document
Paste web link of Annual reports of Institution	View Document

Criterion 7 - 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 last five years.

Response:

Our institution has recognized the significance of providing equal opportunities to women in the campus and has taken the following steps in the last five years:

1. A centre for addressing the grievances of women has been set up in the college which monitors all the issues related to women.
2. There is also a cell for The Prevention of Sexual Harassment that organizes special programs towards gender sensitization and creating awareness among girl students and women employees.
3. About two thirds of students in our college are girl students. Therefore, enough care is takes to provide equal opportunities to the girl students of our college.
4. The NCC unit makes a Girl Cadet as a leader for the Contingent, every year, in order to provide equality.
5. Of the Two NSS units in the college, one unit will be headed by a Woman Officer and a Woman Volunteer, compulsorily.
6. Birthdays of prominent Women Leaders are Savithri Bai Phule are celebrated in the college in order to create awareness among girl students.
7. International Women's Day, Special Programs on Personal Hygiene etc are organized for the girl students of our college.
8. Special counseling programs are also conducted by the Lady Faculties of our college towards addressing the issues of girl students.

Annual gender sensitization action plan Specific facilities provided for women in terms of:

Response

1. **Safety and security**

The following safety and security measures have been taken in the institution for women and girl students:

1. Our college campus has been equipped with CC Cameras in order to monitor all the movements in the campus.
2. There are security personnel, posted round the clock, on all the entrances to the campus.
3. Woman Warden will take care of all the needs of Girl students in Ladies' Hostel.

1. **Counselling**

Regular counseling is the main part of the curriculum of the institution. The Instituion has appointed a coordinator for Counseling and guiding women and girls. Noted psychiatrist visits the institution to train –up and orients women. Many programs on health and hygiene, gender issues have been conducted.

c. Common Rooms

There are separate wash rooms and waiting rooms for the girl students of our college.

File Description	Document
Link for specific facilities provided for women in terms of: a. Safety and security b. Counselling c. Common Rooms d. Day care center for young children e. Any other relevant information	[View Document](#)

7.1.2 The Institution has facilities for alternate sources of energy and energy conservation measures

1. **Solar energy**
2. **Biogas plant**
3. **Wheeling to the Grid**
4. **Sensor-based energy conservation**
5. **Use of LED bulbs/ power efficient equipment**

Response: C. 2 of the above

File Description	Document
Any other relevant information	[View Document](#)

7.1.3 Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words)

- **Solid waste management**
- **Liquid waste management**
- **Biomedical waste management**
- **E-waste management**
- **Waste recycling system**
- **Hazardous chemicals and radioactive waste management**

Response:

Solid-waste management: The Institution is aware that improper disposal of solid waste can create unsanitary conditions, and these conditions in turn can lead to pollution of the environment and to outbreaks of vector-borne diseases—that is, diseases spread by rodents and insects. Therefore the collecting, treating, and disposing of solid material is done in the following systematic ways:

1.   Separate Dust Bins have been kept in the campus for the disposal of Dry and Wet Wastes.

2.   The obtained wastes are segregated into Bio-Degradable and Non Biodegradable wastes. Bio-

Degradable wastes are disposed with utmost Care in the campus itself. Such solid waste generated is used to manure the garden of the campus. Non-Bio Degradable wastes like plastic covers, used pens, file folders, packaged food covers, etc are disposed of off to the Corporation Vehicles specified for the purpose on a regular basis.

3.   Students are encouraged and guided regularly in order to maintain a clean campus.

Liquid Waste Management: our campus has a state-of-the-art liquid waste management system. It has a well-established underground drainage system connected to the main drainage system of the city. All the liquid wastes of the campus are disposed off in that manner.

Bio-Medical Wastes Management: Separate dustbins have been kept in washrooms for the disposal of Bio-Medical wastes. They are collected daily and disposed off to the Corporation vehicles on a regular basis.

E-Waste Management: Our campus produces e-wastes in a very minimal manner. However, such wastes are neatly packed and handed over to Corporation vehicles for proper disposal.

Waste – recycling: our college does not have any waste recycling system.

Hazardous and Chemical waste management: our college has no such laboratories or courses that use hazardous and chemical materials. Therefore no hazardous and chemical wastes are produced.

Apart from the above, we are proud to say that the campus has a unique environment surrounded by beautiful vegetation and plants. The added advantage of the campus is a large number of trees and systematically planned plantations which have helped to maintain a high standard of waste management system. The students of the campus contribute to reducing the waste and are trained to manage the waste. The institution has a large human resource to manage the solid waste including the scavengers, and the volunteers of NSS, NCC, and Youth Red Cross.

File Description	Document
Link for Relevant documents like agreements/MoUs with Government and other approved agencies	[View Document](#)
Link for Geotagged photographs of the facilities	[View Document](#)

7.1.4 Water conservation facilities available in the Institution:

1. **Rain water harvesting**
2. **Borewell /Open well recharge**
3. **Construction of tanks and bunds**
4. **Waste water recycling**
5. **Maintenance of water bodies and distribution system in the campus**

Response: A. Any 4 or all of the above

File Description	Document
Geotagged photographs / videos of the facilities	View Document
Any other relevant information	View Document

7.1.5 Green campus initiatives include:

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**

Response: A. Any 4 or All of the above

File Description	Document
Geotagged photos / videos of the facilities	View Document
Any other relevant documents	View Document
Link for any other relevant information	View Document

7.1.6 Quality audits on environment and energy are regularly undertaken by the Institution and any awards received for such green campus initiatives:

1. **Green audit**
2. **Energy audit**
3. **Environment audit**
4. **Clean and green campus recognitions / awards**
5. **Beyond the campus environmental promotion activities**

Response: E. None of the above

7.1.7 The Institution has disabled-friendly, barrier free environment

1. **Built environment with ramps/lifts for easy access to classrooms.**
2. **Divyangjan friendly washrooms**
3. **Signage including tactile path, lights, display boards and signposts**
4. **Assistive technology and facilities for 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**

Response: A. Any 4 or all of the above

File Description	Document
Geotagged photographs / videos of the facilities	[View Document](#)
Any other relevant information	[View Document](#)

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 500 words).

Response:

Our institution has an inclusive environment that creates tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic, and other diversities in the following way:

1. Our college proudly says that it is one of the few institutions in the district to have morning prayers regularly where the State and National Anthems are sung in order to inculcate the values of Nationalism without disregarding regionalism.
2. Our college organizes two in campus fests- *Sankalpa* (resolution) and *samskruti* (culture) to promote harmony and tolerance among students. They include various cultural, religious, and regional events that provide both entertainment and education.
3. The NCC cadets and NSS volunteers of our college are encouraged to participate in various integration and training camps.
4. National festivals, regional festivals, and special days are celebrated in the college to uphold our cultural values.
5. Our college conducts-*maanavika*-an intercollege fest at the state level to bring various talents from all corners of the state on a single-stage every year.
6. Values of patriotism, cultural harmony, tolerance, etc are taught in the classrooms by teachers during leisure hours.
7. When competitions are held as a part of the Annual Day Celebrations, many events are centered around the values of cultural harmony and tolerance.
8. *Kalaasiri-* the annual magazine of the college invites write-ups and articles from students on the above themes. Such write-ups are edited and reviewed by the editorial board and then they are published in print form.

File Description	Document
Link for supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	[View Document](#)

7.1.9 Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).

Response:

- The administration, staff and students of the institution start the day with a singing of the state and national anthem which motivates the stakeholders to abide by their duties and responsibilities.

- The institution commemorates many days in the campus such as The Constitution Day, Independence Day, Republic Day, Martyrs' Day etc., that are celebrated whole-heartedly.
- As per the guidelines of the University, our college offers a Compulsory paper on Indian Constitution for all courses offered.
- Various Departments of the college organize quiz, essay writings on the eve of special days. Students and staff are self-disciplined related to their duties and responsibilities and the campus environment is example for the same.
- Highly disciplined students community of the institution always upheld national interest.
- Our esteemed NCC unit of the college, through its drill, parades, camps and other allied activities has maintained decorum of model discipline, commitment and patriotism in the campus.

File Description	Document
Link for details of activities that inculcate values necessary to render students in to responsible citizens	[View Document](#)

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.

1. **The Code of Conduct is displayed on the website**
2. **There is a committee to monitor adherence to the Code of Conduct**
3. **Institution organizes professional ethics programmes for students, teachers, administrators and other staff**
4. **Annual awareness programmes on Code of Conduct are organized**

Response: A. All of the above

File Description	Document
Code of ethics policy document	[View Document](#)

7.1.11 Institution celebrates / organizes national and international commemorative days, events and festivals (within 500 words).

Response:

- Our institution, along with many National Days, regularly organizes the World Women's Day, Blood Donation Day, World Food Safety Day, and World Environmental Day etc., to make the students community more responsible towards the needs of the globalized world.

- Our institution has worked a lot to transform biased mind-set among some of the students. The teaching faculties of the institution have been creating awareness about these issues.

- Many girl students of our college suffer from malnutrition and under-weight, the institution's counselling centre has been working hard to educate the girl students about a healthy living.
- The institution has maintained a very good environment with the help of the student community. Blood donation camps are regularly organized and students participate in a full-fledged manner to donate the blood voluntarily. Each time the institution is able to collect more than 110 units of blood which is used to the local need people who admit to the Government public hospital for treatment.

File Description	Document
Link for Geotagged photographs of some of the events	[View Document](#)
Link for Annual report of the celebrations and commemorative events for the last five years	[View Document](#)

7.2 Best Practices

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

Response:

1. **Title of the Practice**

"Creative Activities to Create Creative Minds"

1. **Objectives of the Practice**

It has been obtained from the profile of the students joining various courses of the college that most of the

students are coming from rural areas with low educational backgrounds. Their parents did not have access to higher education of had access to a minimum level of education. Hence, most of the students lacked the creative skills that are required to face the challenges of the contemporary world. Therefore, the institution has adapted to involve students in various types of vigorous creative activities during their stay of three years in our college. The noble objectives of the practice are:

- To improve the language skills of the students
- To improve the writing and creative writing abilities of the students
- To improve the students' strength in current affairs and knowledge of History.

The expected outcome is that the students should be able to complete their degrees with better writing and creative writing skills. The beneficiaries should be able to keep their heads high, with the satisfaction of improving themselves better after their stay in this institution.

1. **The Context**

The noble objective had many challenging troubles in its design and implementation.

- The plan of action had to be multi-dimensional, requiring the involvement of many departments.
- It was a little bit difficult to make the students involved in these activities at the initial level.
- The plan was not to become a burden for the students. Hence, the plan of action had to be embedded within the academic activities of the departments, without hampering their progress.

1. **The Practice**

After overcoming the above hurdles, the college has set up the following multidimensional plan of action:

- At the College level, the annual Magazine- *Kalaasiri* will be used to offer a stage for the students to put their creative writing skills to test. They could contribute any form of creative writing to the concerned Magazine Committee. The best would be selected for publication.
- The Department of Journalism, with an organized approach, has come forward with a Wall Magazine called *Aashaya* and a News Bulletin to be brought out exclusively by the students. The task is undertaken by a group of students every week under the guidance of the faculty.
- The Department of English has focused on improving communicative skills and writing skills through a series of assignments and tests. The Department has also started offering an Open Elective Course in this respect.
- The Department of History has made it a practice to display 50 important multiple-choice questions related to History and Current Affairs on its Wall Magazine every week. The task is undertaken by a group of students every week.
- The Departments of Sociology, Political Science, and Economics has contributed to the presentation skills by making the students to perform themselves in group discussions, debates, and classroom presentations.
- The Department of Commerce and Management has focused on improving the interview skills of the students.

Department of Journalism believes in producing industry-ready future journalists by giving equal

importance to practical learning vis-à-vis classroom teaching. The department has initiated several best practices in order to achieve this vision, which includes bringing out regular printed news bulletins and wall magazines, conducting field visits, internships, and the like. 'Campus Suddi', 'Kalpataru Times' are the two news bulletins being brought out by the students, which intend to sharpen their journalistic skills. The students cover different events going on across the campus, report them, interview dignitaries, take photographs, edit them and design pages using softwares like Adobe InDesign. They prepare various articles and features, and publish them in different local and regional publications other than the in-house publications. The first year students are usually trained to produce wall magazines in order to develop the skills of written communication and a sense of page layout. They take up the responsibility of printed bulletins when they are promoted to the second and final years. These practical exposures are enhanced through field visits, internships, workshops and seminars.

Thus, most of the departments of our college have come together in this mission, united by a single objective of improving the creative skills of the students.

1. **Evidence of Success**

The success story of the above best practice speaks in volumes. More than 90 students of our college who were graduated between 2015 and 2019 have been able to pass many competitive examinations and secure different government jobs. **A list of the successful candidates has already been enclosed in criteria 5.**

Our college has also managed to bag ranks in the University Examinations. The credit of this too goes to the joint action plan of different departments. **A list of students who have secured ranks in the University Examinations has already been enclosed in Criteria 2.**

1. **Problems Encountered and Resources Required**

- In the beginning of designing the best practice, many students were not able to understand the collective approach of different departments with a single goal.

- There was an apprehension on the part of some teachers too, regarding the feasibility of the program.

- No additional monetary resource was required for the implementation as the actions were to become parts of the regular academic activities.

The college had to overcome many of these impediments to persuade the students and to motivate them for participating.

1. **Title of the Practice**

"Donate Blood: Save Lives, Stay Healthier"

1. **Objectives of the Practice**

It has been observed that there is an increasing demand for blood in various hospitals of the district. It has also been noticed that people in rural areas are hesitant to donate blood voluntarily. Since our college has lot of students from the villages, an awareness drive in this regard would benefit society and the cause of humanity. Therefore, our college, in association with the Red Cross, NSS and NCC units of our college has commenced an Annual Blood Donation Camp on the campus. This best practice has the following objectives:

1. To mobilize as many units of blood as possible and hand it over to the District Blood Bank.
2. To encourage the Staff and Students of our college to come forward and donate blood regularly.
3. To create awareness among the student community regarding the significance of blood donation in saving lives.
4. To eradicate the misconceptions regarding blood donation and create a service-oriented mentality in society.
5. To serve the society and the causes of humanity.

1. **The Context**

The noble objective had many challenging troubles during implementation.

1. The biggest challenge was the misconceptions and hesitations among the student community regarding the donation of blood.
2. Poor diet, lack of enthusiasm and psychological inhibitions were the other minor challenges.
3. Girl students had their own individual issues regarding anemia, monthly periods, and being underweight.
4. The staff too had similar views and problems.

1. **The Practice**

The above challenges have been overcome year by year in a systematic manner.

1. The NCC, NSS and Red Cross Volunteers have made it a point to visit every classroom and encourage their fellow mates to donate blood.
2. The Teaching faculty too has encouraged the students. The Women Faculty of the college have taken care of the girl students and provided them the required counseling.
3. Some of the Teachers have been inspired by becoming examples themselves- by donating blood.
4. The District Hospital and the District Blood Bank have associated themselves with our college. They collect blood units from our institution, preserve them and serve it to the needy and save thousands of lives.

1. **Evidence of Success**

Certain humanitarian services cannot be measured completely and their value cannot be determined exactly. However, they can be mentioned and noted. Here are some of the evidence of success regarding this best practice:

1. Every year, our college has been successful in mobilizing about 100 units of blood, which is not a small number.
2. The number of students participating voluntarily in the pre-donation check-up has increased over

the years. Though all of them could not donate owing to their body health during the time, their enthusiasm has been clearly visible.

3. The District Blood Bank has been very happy with the valuable blood units it has got in every camp.

4. The blood camp has also benefited many who have been in need of plasma as well.

Problems Encountered and Resources Required

Please identify the problems encountered and resources required to implement the practice (in about 150 words).

1. Poor diet practices and being underweight among students have the biggest problems for the implementation of this humanitarian cause.
2. Some students have lack of proper haemoglobin count as well.
3. Lack of enthusiasm and fear too persist in the minds of many students.

However, considering the success achieved so far, these do not become deterrents to this best practice of our institution.

File Description	Document
Link for Best practices in the Institutional web site	[View Document](#)
Link for any other relevant information	[View Document](#)

7.3 Institutional Distinctiveness

7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

Bilingual Method of Teaching English as L2

Institutions like Alliance française use direct methods to teach French, to students who know English, from day one, but still, the learners will be able to manage. This is possible because the basic syntax of French is similar to that of English. However, teaching English indirect method, for students with rural backgrounds in Karnataka is not an easy task. Kannada and English have no such structural resemblance. This makes learning and communication difficulties. to understand English.

Whether we teach students the Language or the comprehension of the content is an eternal debatable

question. As practicing teachers, our experience has taught us that the bilingual method of teaching has been the most effective method in the affiliated colleges of Tumkur University.

Just because we approve of using the local language with English to teach, must not give ourselves a license to use it randomly. What amount of Local language (here, Kannada) can be used and in which context also matters. While explaining the grammatical concepts it is advisable to use Kannada because both the language of communication and the subject of learning should not be a hurdle for the student. Learning becomes more difficult. the rules and the mechanics of the language may be explained in Kannada in such cases.

However, while teaching a short story, where the sequence and the incidents and description help the student to follow the story easily, they can manage if the teacher uses more English. A teacher using the bilingual method to teach English must be more cautious and cleverer in using then in the right proportion.

Besides this, being bilingual can improve a person's multitasking skills, attention control, problem-solving, and creativity as it promotes outside-the-box thinking. It can also help improve one's memory.

Studies have shown that bilingual children can outperform monolingual children in a number of subject areas. The effects of bilingualism can help improve a child's educational development, cognitive functions, social skills, literacy, and emotional skills that have positive effects for many years to come.

Whether the teacher uses Bilingual method of teaching as code-switching or a translation method is left to the intellect of the teacher. The requires the presence of mind to choose which suits a given situation best.

Teaching becomes mundane when the teacher explains the concept once in English and then repeats that again in Kannada. This is the mere translation of what is previously explained. However, Code switching is alternating the use of languages English and Kannada, with a linear progression of teaching, without repetitions. This code-switching must be done Very tactfully realizing where he can take a chance using only English and where he has to use Kannada for making the ideas percolate in the student's mind. Though most English teachers use bilingual method, this is precisely why some teachers become successful and why others fail. A judicious use of English and a harmonious blend of the local language depending on the complexity of the topic being taught makes teaching effective.

Using bilingual method to teach English becomes uncomfortable to the students in a heterogenous group where the students hail from different states of the country having various mother tongues. If the teacher uses the local tongue as a bilingual tool, the students may find it more difficult to comprehend that than learning through English. But, a large majority of our college students have Kannada as their mother tongue and so we do not face this problem. It is more an advantage than a disadvantage by any means.

Besides these practical advantages within the classroom for the students, scholars have studied the principles and subsidiary advantages of bilingualism. Pupils can understand the words and sentences in foreign languages easier by the use of their mother tongue. In the classroom, the teacher doesn't need to create any artificial situations while teaching or explaining the meaning of words and sentences of the target language. The bilingual method is the combination of the Direct Method and the Grammar translation method. This method emphasizes speech practice and provides greater practice in speaking English.

Some of the subsidiary advantages are that it suits both rural and urban schools and makes use of linguistic

habits formed during learning mother-tongue. It makes Pupil learn two languages at a time and saves time, energy and labour of the teacher. It facilitates even an average teacher of English to teach the lesson successfully. It does not require any teaching aids and is suitable to all kinds of students.

However, this is not a fool-proof method with out loopholes. There are a few disadvantages in this method. For example, this method is still in an experimental stage and ignores other aspects like reading and writing. It neglects systematic teaching of grammar and makes students passive listeners. The general complaint against the bilingual method is that it makes pupils unable to think freely and they become dependent on their mother tongue. It is sometimes rather impossible to provide a correct mother-tongue equivalent. A contrast between the features of the two languages is likely to confuse students.

Though the bilingual method has been much neglected in recent years, it's clear that it has much to offer. Since we're thoughtful teachers, willing to self-reflect and reassess our teaching strategies, we should recognize that its value is worth a rethink.

English is the common language for communication and the medium of instruction in educational institutions, and government and private offices. It is the link language and window to the world. All these circumstances suggest that our students should learn English, for which the Bilingual Method is suitable to Indian multicultural context where people speak different regional languages.

File Description	Document
Link for appropriate web in the Institutional website	[View Document](#)

5. CONCLUSION

Additional Information :

the college has Strong team of experienced teachers and administrators and their optimistic involvement and support in coordinating for necessary improvement are highly appreciable. The institution is strategically located in the heart of the city which is more convenient to students and staff, the bus and rail connectivity, Boys and Girls hostels are situated near to the campus. The library has one of the best collections of resources. The institution is surrounded by Clean green eco-friendly surroundings around the college building, and a spacious sports ground, Parking Lots, and a stadium.

Concluding Remarks :

The institution has well-defined committees to ensure the complete functioning of college activities. Professional development committee, Grievance redressal cell, women empowerment committees work rigorously to strengthen institutional practices. For faculty empowerment, the college conducts several Seminars/ FDP/Conferences and Workshops throughout the year. College IQAC regularly reviews the functioning of the Teaching-Learning process across the institution in different Programmes. The University College of Arts is a highly sought-after Commerce Graduate programme with the highest number of students in Tumkur city Supports students from all walks of life, with more than 80% of students coming from a rural background. The college is consistently achieving university ranks.