



YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	SACRED HEART COLLEGE MADANTHYAR
• Name of the Head of the institution	DR JOSEPH N M
• Designation	PRINCIPAL
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	08256279345
• Mobile No:	9480093347
• Registered e-mail	contact@sacredheartcollege.net
• Alternate e-mail	nmjoseph2003@gmail.com
• Address	Parenky Village Madanthyar Post
• City/Town	Belthangady Taluk
• State/UT	Karnataka
• Pin Code	574224
2.Institutional status	
• Type of Institution	Co-education
• Location	Rural
• Financial Status	UGC 2f and 12(B)

9.No. of IQAC meetings held during the year	04	
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	View File	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> If yes, mention the amount 		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
E-Content Development		
Internal Academic Audit		
Sacred Heart Health Club for the Community		
Commerce Lab		
Green Campus Initiation		
12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year		

Plan of Action	Achievements/Outcomes
Faculty Empowerment	Conducted Induction and SPSS training program Webinars were conducted and attended Financial incentives provided to attend training programmes
Extension and outreach programmes	Programmes like Swacch Bharath, Covid Awareness, Yoga day, Celebration under NSS, NCC, Rovers and Rangers, and Youth Red cross Wings. FIT India freedom run, Home for homeless, watershed programmes.
Student satisfaction survey on overall institutional performances	Results uploaded on the college website
Value-added/Life skill Certificates	Introduced 13 value added/skill development programs and 337 students were benefited during the year 2020-21.
Strengthening E-Content	Study materials were uploaded in different digital platforms and are anytime available for students reference.
Administrative/Academic Audit	Internal auditors appreciated the progress of academic activities of the departments and are satisfied with the documents provided. External auditors audited and certified the college accounts.
13. Whether the AQAR was placed before statutory body?	Yes
<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
Management	30/09/2021

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

Extended Profile

1. Programme

1.1 175

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

File Description	Documents
Data Template	No File Uploaded

2. Student

2.1 662

Number of students during the year

File Description	Documents
Data Template	No File Uploaded

2.2

292

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

File Description	Documents
Data Template	No File Uploaded

2.3

248

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	No File Uploaded

3.Academic

3.1

35

Number of full time teachers during the year

File Description	Documents
Data Template	No File Uploaded

3.2

0

Number of Sanctioned posts during the year

Extended Profile	
1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	175
File Description	Documents
Data Template	No File Uploaded
2.Student	
2.1 Number of students during the year	662
File Description	Documents
Data Template	No File Uploaded
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	292
File Description	Documents
Data Template	No File Uploaded
2.3 Number of outgoing/ final year students during the year	248
File Description	Documents
Data Template	No File Uploaded
3.Academic	
3.1 Number of full time teachers during the year	35
File Description	Documents
Data Template	No File Uploaded

3.2	0
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	No File Uploaded

4.Institution	
4.1	18
Total number of Classrooms and Seminar halls	
4.2	28.46
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	80
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

As our institution is affiliated with Mangalore university we are following the syllabi given by it. In addition to the university syllabi, the college offers different value-added and certificate courses. For effective curriculum delivery, the institution has the following mechanism:

- Departmental meetings and the allocation of workload depending upon the competencies of the faculty.
- Time table committee prepares a detailed timetable regarding curricular, Co-curricular, and extracurricular activities.
- The teaching plan for each subject is prepared by the subject teachers.
- Heads of the departments keep an eye on the progress of the curriculum.

- The departmental activities are continuously monitored and reviewed by the IQAC.
- Well equipped college library provides the necessary study materials to the students and faculties.
- Departmental libraries also provide reference materials to the students.
- The exam committee prepares the timetable for internal and university examinations and communicates the same to the students well in advance. The committee ensures the smooth conduct of the examination process.
- Various subject associations conduct guest lectures, Field visits, Internships, industrial visits, visits to old-age homes and heritage sites.
- Teachers are motivated to participate in seminars, workshops, and conferences and research work.
- The institution collects feedback from faculty members, students, alumni, and parents.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://www.sacredheartcollege.net/pdf/aqar/1.1.1.pdf

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

There is an academic calendar committee in the college which prepares academic calendar well in advance in conformity with the University calendar of events, as ours is an affiliated college. The mandatory working days in each semester are taken into consideration. The government holidays state, central, regional and local holidays are taken into account. Before finalizing the academic calendar enough care is given in departmental meetings, IQAC meetings, and staff meetings. The dates of the two internal assessment examinations which are part of the continuous

evaluation system are also incorporated in the academic calendar. The academic coordinators inform their respective students well in advance with regard to assignments, seminars, field visits, internships, and other activities. Orientation programmes, enrolment to ECA, students' council elections and departmental activities are conducted strictly according to the calendar of the events. First and second internal assessment examinations of I, III, V semesters are conducted as per the schedule. The COVID-19 pandemic is really disturbing the higher education sector. The state of Karnataka has adopted the NEP-2020. Our Mangalore university is in line with the implementation of NEP. Once this wonderful policy is implemented the continuous evaluation process of the students will get a new impetus.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	http://www.sacredheartcollege.net/pdf/aqar/1.1.2.pdf

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

B. Any 3 of the above

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

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented**1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented**

04

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

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

13

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

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

354

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

354

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

1.3 - Curriculum Enrichment

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

Our Institution effectively integrates issues relevant to gender equity, human values, environment and sustainability, professional ethics into the curriculum for the systematic development of students through various activities of NSS, NCC, Rovers & Rangers, Youth Red Cross, Women Cell, Anti-sexual harassment cell, and Red Ribbon Club. Courses like Gender Equity, Indian Constitution, Environmental Studies, Life Skills, and Personality development are included in the curriculum itself. The institution is promoting gender equity among students and our campus is regarded as a safe campus for female students in particular and all students in general. By participating in the various extension and outreach programmes of the various cells and associations of the college, students are inculcating the values of environmental protection and sustainability, social commitment and national integration, water conservation and alternative sources of energy, gender equity and communal harmony. Our students are joining hands with the local panchayats in the 'Sampoorna Swachata Andolan', whereby they are contributing in the waste management and plastic eradication. Our students' health awareness programmes are highly appreciated by the local governmental bodies, especially malaria, dengue and COVID-19 awareness programmes. Trees and gardens in the campus are maintained by our own students, thereby they learn to love nature.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

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

01

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

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

19

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	B. Any 3 of the above
---	------------------------------

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

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website
---	---

File Description	Documents
Upload any additional information	View File
URL for feedback report	http://www.sacredheartcollege.net/pdf/aqar/Feedback2021.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

400

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

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

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

217

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

2.2 - Catering to Student Diversity

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

The institution assesses the learning levels of the students by:

- Analyzing their past performance
- Conducting class tests and quiz programmes

Strategies for slow learners

- Mentors- mentee Interaction: Mentors collect the necessary informations of the students regarding their participation and achievements in academic, co-curricular and extracurricular activities. Mentees will meet their mentors at frequent intervals and get the necessary counseling on matters relating to academic, extracurricular, personal and financial and emotional matters.
- Remedial classes: Slow learners are identified by the staff members based on their past and present performances and Remedial classes are conducted to them regularly.
- Departmental Library: Each department is having its own departmental library which is used by both slow learners and advanced learners. Additional study materials are also provided to the needy students.

Strategies for Advanced Learners

- They are provided with additional study materials
- They are motivated to present papers at state, national and international conferences.
- They are given the opportunity to conduct group discussions, group seminars.
- They are encouraged to take up internships.
- They are given priority in skill enhancement programmes.

Incentives to the advanced learners:

- Rank winners and gold medalists are felicitated
- Special cash prizes are given to them by PTA and Alumni association

File Description	Documents
Link for additional Information	http://www.sacredheartcollege.net/pdf/aqar/2.2.1.pdf
Upload any additional information	View File

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

Number of Students	Number of Teachers
662	35

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

Experiential learning:

- The students take an active part in organizing various curricular, co-curricular and extra-curricular activities at various levels. This helps them to develop leadership qualities and managerial skills. Some of the programs organized by our students are, 'see my tree challenge', 'greening motherland', 'inter-class cultural competitions', 'sports day', 'fine arts'.
- Due to the COVID-19 pandemic in the last academic year, we could not arrange field visits, industrial visits, and study tours to heritage centers. To compensate for this we have organized webinars in which experts from different areas like Administration, Business & Commerce, Social Reformers, Entrepreneurs, Artists have participated as resource persons.

Participative learning:

To realize the ideal of participative learning we arrange group discussions, role play, class seminars and subject quiz programmes. Both teachers and students use ICT-enabled methods to translate the curriculum as prescribed by University. Besides this, we also organize workshops give add-on courses, project works, conduct debate, quiz, and enactment competitions.

Problem-solving Methodologies:

- Along with classroom teaching, students are involved in minor and major projects. This empowers them to think analytically and to become problem solvers.
- Regular assignments, class tests, unit tests, and quiz help the students to inculcate the competitive spirit.

File Description	Documents
Upload any additional information	View File
Link for additional information	http://www.sacredheartcollege.net/pdf/aqar/2.3.1.pdf

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

The college is well-equipped for the use of the ICT-enabled teaching-learning process. LCD Projectors are installed in all the classrooms and computer labs. All departments are provided with computers and a high-speed internet facility. Training is provided to both teachers and students to use the ICT gadgets. The hands-on training was given to staff members to update attendance and internal assessment marks online. The campus is equipped with a full-fledged Wi-Fi facility. Because of the pandemic in the last year, offline classes could not be conducted during the lockdown. Therefore all the faculty members had to take classes on the online mode in different platforms like Teachmint, Google classroom, Zoom, Google meet, Screen recorder.

In order to keep the students academically alert and boost their confidence, we have arranged webinars on various topics of current interest. Students were asked to submit online assignments. online tests and quiz competitions were conducted for the students. Online meetings and counseling were done for the benefit of the

students. The various programmes conducted by the clubs and associations of the college have been uploaded to the Youtube and college websites. The study materials for the students were also made available on the college website.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	http://www.sacredheartcollege.net/en/

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

2.3.3.1 - Number of mentors

30

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

2.4 - Teacher Profile and Quality

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

10

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

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)**2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year**

02

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

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)**2.4.3.1 - Total experience of full-time teachers**

231

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

2.5 - Evaluation Process and Reforms

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

Our college is affiliated to Mangalore University and we follow the evaluation norms of the university. The institution has a centralized internal evaluation system on a continuous basis to assess all aspects of students. Based on the academic calendar of the university the institution plans for its own assessment strategies. Information regarding the evaluation system is passed on to the students through the following means

- The orientation programme at the beginning of the semester.

- Class coordinators provide basic information to the respective classes.
- The date of internal assessment examinations is provided in the college calendar itself.
- Answer scripts are distributed to the students and grievances, if any, are set right.
- Internal Assessment marks are displayed on the college notice board before it is sent to the university.

Two internal assessment exams are conducted in each semester. Re-exams are conducted for absentees on valid grounds. The internal assessment marks are awarded on the basis of the performance of the students in these two exams. The records are maintained in the departments and it is used for identifying slow learners and to take remedial measures. Adequate measures are taken into account to ensure objectivity and transparency in the evaluation process.

File Description	Documents
Any additional information	View File
Link for additional information	http://www.sacredheartcollege.net/pdf/aqar/2.5.1.pdf

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

The college has an examination committee that looks into the process of conducting examinations, awarding internal assessment marks, and redresses the grievances. Based on the academic calendar of the university, the institution provides the probable dates of internal exams in its academic calendar. To facilitate the smooth conduct of the process of examination, the Examination Committee does the following:

- It redresses all grievances pertaining to internal assessment examination and marks
- It prepares the timetable and displays the same on the notice board.

- It prepares the list of invigilators and communicates the same to the concerned faculty.
- It collects question papers from the respective teachers
- It gives a deadline for valuing the answer scripts and submission of internal marks.
- It makes necessary arrangements for re-examination if needed

To ensure transparency in the valuation to the students we follow the following methods:

- Answer scripts are distributed in the classrooms.
- Students are allowed to set right the marks if at all totaling errors are there.
- Challenge evaluation i.e. if any student is not satisfied by the valuation of a particular teacher, he/she can appeal to the exam committee. The committee arranges for revaluation of the paper by a competent faculty.

File Description	Documents
Any additional information	View File
Link for additional information	http://www.sacredheartcollege.net/pdf/aqar/2.5.2.pdf

2.6 - Student Performance and Learning Outcomes

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

College displays its vision, mission, objectives, programme outcomes, programme specific outcomes and course outcomes on the college calendar as well as on the college website. At the beginning of the academic year, both undergraduate and postgraduate students are provided with a syllabus copy of Mangalore university which consists of the information of programme objectives, programme specific outcomes and course outcomes. The same is made clear to the students by their subject

teachers in the classrooms. Thus students are enlightened regarding the teaching-learning process and relevance of the topic. The successful alumni are also invited to the college and are made to interact with the students in the classroom. This further reiterates the course outcomes to the students. They share their experiences on how a specific course has helped them to shape their career. This really encourages the students to aspire for better career opportunities.

Add-on courses and certificate courses are also designed to realise the course outcomes in an effective manner. Feedback from students, parents and alumni are used for assessing programme specific outcomes and course outcomes. The performance of students in the tests and examinations, seminars and group discussions, Cultural and sports activities are also helpful in the assessment.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://www.sacredheartcollege.net/pdf/aqar/2.6.1.pdf
Upload COs for all courses (exemplars from Glossary)	View File

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

Keeping in mind the overall development of the students, the institution uses different types of methods and mechanisms for the assessment of the attainment of Programme outcomes and course outcomes. Each department is preparing a result analysis of the students and the results are discussed in the staff meeting, IQAC meeting, and in the PTA meeting. As the low result is an indication of difficulty on the part of students to attain course outcomes, the college arranges remedial classes with the help of concerned faculty members. The college also provides immense support to advanced learners to secure ranks at the university examinations. College also organizes various certificate courses for the students which help them to write various competitive examinations such as NET, K-SET, Banking, UPSC, and KPSC.

For the assessment of course outcomes, information regarding the

Placement of students in different educational institutions, companies, NGOs, and self-employment are collected. The college also takes feedback from the students and parents concerning the attainment of the program outcomes and course outcomes. This feedback is evaluated in the staff meeting, which helps in the better preparation and delivery of the curriculum.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://www.sacredheartcollege.net/pdf/aqar/2.6.2.pdf

2.6.3 - Pass percentage of Students during the year

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

235

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	http://www.sacredheartcollege.net/pdf/aqar/annrepo2021.pdf

2.7 - Student Satisfaction Survey

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

<http://www.sacredheartcollege.net/pdf/aqar/sss2021.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research

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

0

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

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

0

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

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

30

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

3.2 - Research Publications and Awards

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

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

02

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

03

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

3.3 - Extension Activities

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

The Sacred Heart College regularly organizes a plethora of extension activities in and outside the campus. This has helped the students to engage themselves in different community-oriented

activities thereby developing a sense of social responsibility. The holistic development of the students is realized through NSS, NCC, Rovers, and Rangers, Youth Red Cross, Red Ribbon Club, Kannada Sangha, Humanity Association, Fine Arts Association, and Commerce Association.

With the help of the above-mentioned clubs and associations, the college has successfully organized the following activities focusing on issues like gender sensitization, Rainwater harvesting, environmental protection, awareness on health and hygiene, Communal harmony, and national integration and sustainable development.

Impact of these activities

As a result of our extension and outreach programs, the college has emerged as the leader in the local community. The first-generation learners are attracted to the institution. We could influence the government in the implementation of certain programs like Malaria and Dengue awareness programs, Irradiation of mosquitoes, construction of check dams and vented dams, covid awareness programs, vaccination drives, Swacchatha Andolan, reduction in the use of plastic bags, and afforestation. The taluk administration has made use of the research findings of one of our faculty.

File Description	Documents
Paste link for additional information	http://www.sacredheartcollege.net/pdf/aqar/3.3.1%20Report.pdf
Upload any additional information	View File

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

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

07

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

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

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

22

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

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

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

662

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

3.4 - Collaboration

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

01

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

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

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

10

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The college has a very good infrastructure and physical facilities for teaching and learning as provided by statutory bodies. The college has 15 spacious well illuminated and ventilated classrooms. Each classroom is provided with enough comfortable desks, benches, chairs, and fans. Every classroom has a Green board and LCD projectors.

24 hours free wifi facility with 100 Mbps speed is provided on the campus to facilitate the ICT-enabled teaching-learning process. for enabling teachers to use ICT teaching. There are two computer labs consisting of 58 desktop computers. All the computers of the college are connected to the main server where data is stored.

The college has a spacious library consisting of 12164 textbooks, 7116 reference books, 51000 e-books, 69 journals, 2100 e-journals, 150 CDs and Videos, and dailies. The library has two reference halls, one for the faculty and another for students. Each student is provided with three borrowers tickets to borrow books for reference. Each department maintains its separate departmental library for issuing reference books to advanced learners and poor learners. There are three photocopy machines for the benefit of students for photocopying.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.sacredheartcollege.net/pdf/aqar/4.1.1.pdf

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

The institution has adequate facilities for cultural activities, sports, and games.

- The college has a well-built 400 meters track to encourage the field and track events.
- It has a mini auditorium with a plug & play facility to cater to the needs of students & staff cultural activities.
- A large indoor auditorium with 1000 seating capacity along with a sufficient number of washrooms is there to conduct cultural fests, Intramural cultural competitions, Talents day, and annual day celebrations.
- It has a spacious indoor stadium with a built-up area of 11996.62 sqft consisting of one basketball court, four shuttle badminton courts, a table tennis hall, 1 carom hall, and one chess hall to give impetus to the games activities of the college.

- The college has its own kabaddi mat to encourage mat kabaddi.
- The college has two outdoor cricket pitches with nets, outdoor courts for ball badminton, volleyball, handball and football ground
- The college has a well-equipped multi-gym.
- The college conducts annual athletic meet, intramural sports, and games competitions every year and the winners are honored with medals, certificates, and cash prizes.
- The college motivates the students to participate at various levels of sporting, and cultural events by providing TA and DA.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.sacredheartcollege.net/pdf/aqar/4.1.2.pdf

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

18

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

17

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.sacredheartcollege.net/pdf/aqar/4.1.3.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

7.15

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

The Library functions as the primary information center and a storehouse of books, journals, magazines, newspapers & e-resources for staff and students. Along with textbooks, the Library houses a growing collection of reference books, journals & journal back volumes, dictionaries, encyclopedias, yearbooks, etc. The library facilitates access to a large number of e-journals & e-books through NLIST/INFLIBNET. At present 19280

books, 69 magazines and journals, and newspapers are available in UG and PG libraries. Library also provides reprographic service to the students. Students are provided with a browsing facility. Our library also caters to the needs of the public by providing books against membership cards.

Highlights:

- One qualified Librarian with one Library Assistant and two supporting staff are facilitating the smooth functioning of the library.
- From the beginning, the library has an Open Access System and is partially automated with Easylib Web OPAC 4.3.3 software.
- DDC system is adopted for classification and cataloging

services are provided on OPAC

- A good number of e-books and e-journals are available through NLIST/INFLIBNET - e consortium.
- For PG students of commerce, a separate library is provided. This helps them to carry out their research work and dissertations in a smooth manner.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	http://www.sacredheartcollege.net/pdf/aqar/4.2.1.pdf

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

B. Any 3 of the above

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

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

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

0.67

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

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

325

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

4.3 - IT Infrastructure

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

College is equipped with a good IT infrastructure. The college has 94 desktops. College office and library is partially automated. It has a separate server to store all the data. All staff rooms have enough computers and they are linked to the main server. 17 classrooms are equipped with LCD projectors, which enable ICT teaching.

Students are provided with browsing facilities. The institution has appointed an IT head. He is looking after the day today maintenance of the systems and he is responsible for updating the IT infrastructure of the college.

some of the highlights are :

- The college is under CCTV surveillance. 15 video cameras were added on 02/04/2021 to widen the surveillance.
- As the existing BSNL Broadband facility failed to cope with the needs of online teaching, the institution installed a BBNL OFC connection with a speed of 100 Mbps on 23/10/2020.

- Secured WI-FI access points were installed on 23/10/2020, on the campus so that all can access the high-speed internet facility.
- For office purposes, the existing BSNL plan has been upgraded to a speed of 200 Mbps.
- There is a 20 KVA silent generator and Solar inverter system to ensure an uninterrupted power supply.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.sacredheartcollege.net/pdf/aqar/4.3.1.pdf

4.3.2 - Number of Computers

80

File Description	Documents
Upload any additional information	View File
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

28.46

File Description	Documents
Upload any additional information	View File
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

The established systems and procedures for maintaining and utilizing physical, academic, and support facilities are the followings

- The IT head of the college is responsible for the maintenance of the IT facilities. He maintains the stock book and work orders and details regarding the maintenance.
- The college office maintains separate workbooks that contain the details of repairs and parts replaced with regard to generators, computers, batteries, reprographic machines, and inverters.
- The College library maintains logbooks for the users and it issues borrowers cards for issuing books from the library.
- The department of physical education is looking after the sports facilities of the college. It maintains the stock registers and log book of the users of the sports facilities.
- There is a separate Sacred Heart indoor sports club to coordinate the activities of the college indoor stadium.
- The institution has a night watchman
- The institution has a plumber and electrician to look after the repair and maintenance works.
- The institution has appointed a person to clean the classrooms and washrooms regularly.

- There is a gardener in the college for the maintenance of the college garden.
- There is a suggestion box to collect feedback.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.sacredheartcollege.net/pdf/aqar/4.4.2.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

171

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

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

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

108

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File
5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	A. All of the above
File Description	Documents
Link to institutional website	http://www.sacredheartcollege.net/en/
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File
5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
Nil	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File
5.1.5 - The Institution has a transparent mechanism for timely redressal of student	A. All of the above

grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

23

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

33

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

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

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

05

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File

5.3 - Student Participation and Activities

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

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

06

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

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

There is a students welfare council in the college that is constituted on the basis of democratic principles. It consists of elected and nominated members. One male and one female representative are elected from each class. One student each is nominated from NSS, NCC, and Sports. The activities of this council are directed and coordinated by a student welfare officer. All the activities are aimed towards the all-round development of the students. Regular meetings are conducted and students are kept informed about the activities and their suggestions and participation are ensured.

Due representation is given to students in other cells, clubs, and associations like IQAC, NSS, NCC, Rovers-Rangers, Youth Redcross, Red Ribbon Club, Women's cell, Anti-sexual harassment cell, Anti-ragging cell, etc that are carrying out various administrative, co-curricular, and extracurricular activities. The advent of the Covid-19 pandemic disrupted the flow of academic activities. The involvement of a large number of students was restricted due to Covid-19 SOP. The institution took the initiative to conduct various pro societal activities involving a limited number of students. On June 30, 2021, a Mega Vaccination Camp was organized for the benefit of both staff and students of the Institution.

File Description	Documents
Paste link for additional information	http://www.sacredheartcollege.net/pdf/aqar/5.3.2.pdf
Upload any additional information	View File

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

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

15

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

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

There is a very active alumni association in the institution. The association contributes towards the overall development of the institution by providing assistance in the form of men and material. They financially support the students' welfare programs of the institution like Mid-day meals and scholarships. Successful alumni come to the institution and share their success stories and help in the placement services. They contribute to the seminars and workshops of the institution as resource persons. The alumni who have excelled in sports and games help in coaching the present students. Many of our outreach and extension activities are conducted in association with our alumni. Many of our NSS annual special camps were successfully conducted with the help of our alumni. In the Belthangady taluk, we have our alumnus as the sitting MLA. He is very much interested in watershed management programs and he has extensively made use of the research findings of our faculty in implementing various water resource management programs. During the Covid-19 pandemic, the alumni association donated food kits to the needy and worked as covid warriors in creating awareness about the safety measures that have to be taken during the pandemic.

File Description	Documents
Paste link for additional information	http://www.sacredheartcollege.net/pdf/aqar/5.4.1.pdf
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)	E. <1Lakhs
File Description	Documents
Upload any additional information	View File
GOVERNANCE, LEADERSHIP AND MANAGEMENT	
6.1 - Institutional Vision and Leadership	
6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution	
<p>The institution has a well thought about vision and mission statement which is very much area specific. Over the last 38 years, the institution has been sincerely translating the vision and mission statements into practice. The obvious result is that over the years the institution has grown into a premier higher educational institution.</p> <p>The vision and mission statement is very clearly reflected in its process of governance. It has a three-tier democratic system of administration. The Catholic Board of Education, Mangalore is the apex body headed by the Bishop of Mangalore as its president, and the Secretary of the CBE is looking after the overall administration. At the local level, the parish priest of Sacred Heart Church functions as the joint secretary of CBE and the correspondent of the college. At the college level, the Principal heads the staff council. The staff council in coordination with IQAC, Alumni, and PTA looks after the day-to-day administration and prepares the plan of action of the institution. The college upholds the principle of participative management with the help of the Students Council and other cells and committees. The principal functions as a bridge between the college and the management through the local correspondent.</p>	
File Description	Documents
Paste link for additional information	http://www.sacredheartcollege.net/en/index.php
Upload any additional information	View File

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

The college practices decentralized democratic and participative management in its organizational structure. The IQAC of the college is constantly involved in evolving the quality parameters in all aspects of the institution. The various cells and committees are headed by coordinators and are ably assisted by members. The feedbacks are taken regularly from the stakeholders and sincere efforts are taken to put those suggestions into practice.

Case study

All aspects regarding the students' activities and students' welfare, the institution has a students' welfare council. The council consists of representatives from all the classes. There is a students' welfare officer who directs all its activities. There was a request from the female students to have an additional restroom for them with a sufficient number of mirrors. The request was forwarded to the management through IQAC and it was fulfilled. Likewise, the renovation of the ladies' washrooms, an extension of the vehicle parking area for the students, and renovation of the college garden are all carried out with the participation of NSS, NCC, Rovers-Rangers, and Youth Redcross. Similarly, the demand of the PG students to have separate campus and the sports students to have a full-fledged multi-gym are also catered to.

File Description	Documents
Paste link for additional information	http://www.sacredheartcollege.net/pdf/aqar/6.1.2.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Activity successfully implemented: Installation of solar energy

Objectives:

1. To provide an uninterrupted power supply
2. To reduce the cost of operation
3. To provide safety to the electronic gadgets
4. To make the institution eco-friendly

Sacred Heart College is situated in a rural area and the power supply is highly irregular. Accordingly, we installed a generator and inverters to have an uninterrupted power supply. Due to the increasing cost of maintenance, there was an absolute necessity to go for an alternative source of power. By studying the various pros and cons of different power options the IQAC came out with a proposal of installing solar energy and proposed the plan to the management. The management agreed to install solar panels in the college. Encouraged by the success of solar energy in reducing the cost of the college electricity bill, the management has installed a solar power generation system in the college Indoor Stadium.

By resorting to solar energy the institution is deriving the following benefits:

- There is a 24x7 power supply.
- Uninterrupted working of Wi-Fi and CC system.
- Reduction in the cost and dependency on electric power.
- Facilitates the maintenance of a green campus.
- Facilitates Green Audit and Power audit.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	http://www.sacredheartcollege.net/pdf/aqar/6.2.1.pdf
Upload any additional information	View File

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

The institution follows a three-tier system of Management. At the top is the Catholic Board of Education, headed by the Bishop of Mangalore Diocese. At the intermediate level, we have the management committee under the stewardship of the local Parish Priest, who is the correspondent of the college and also the joint secretary of the CBE. At the college level, the staff council and IQAC under the leadership of the principal manage the administrative needs.

The institution is practicing decentralization on democratic principles in an effective manner and all the decentralized branches are functional. The principle of inclusiveness is followed while forming the various committees, Cells, Clubs, and associations. The participation of all the stakeholders is ensured in the various activities of the college.

All the staff is made aware of the conditions of service, roles, and responsibilities, increments, kinds of leave, code of conduct, incentives for achievers, etc. The recruitment of the staff is made in tune with the UGC guidelines, government orders, and circulars issued from time to time. Utmost importance is given to quality during the recruitment process.

All the above aspects of the administration have been very broadly shown in the organogram of the institution.

File Description	Documents
Paste link for additional information	http://www.sacredheartcollege.net/pdf/cal2021.pdf
Link to Organogram of the Institution webpage	http://www.sacredheartcollege.net/pdf/agar/6.2.2.pdf
Upload any additional information	View File

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

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

The institution has implemented several welfare measures for the teaching and support staff.

Staff welfare Council: The College has a Staff Welfare Council headed by a senior faculty. The staff welfare Council has set up a staff welfare fund for the benefit of the needy. Every month a certain amount is contributed by each member and the proceeds are given to the needy staff at a reasonable interest rate. Both teaching and administrative staff can be the member of the welfare fund.

Some other welfare measures are the following:

- Maternity leave with Pay.

- Felicitations and cash incentives to the outstanding achievers.
- Seed money to the faculty who present research papers in seminars and conferences.
- OOD's and special casual leaves are granted as per law to the faculty for participating in faculty development programmes.
- Incentives in the form of increments are given for faculties completing M.Phil/NET/SLET.
- Fee concession is given for the children of the staff studying in the Sacred Heart Institutions.
- The grievance redressal cell of the staff helps in redressing the grievances of the staff if any.
- Provident Fund and ESI are given.
- Staff picnic is arranged by the management.

File Description	Documents
Paste link for additional information	http://www.sacredheartcollege.net/pdf/aqar/6.3.1.pdf
Upload any additional information	View File

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

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

07

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

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

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

02

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

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

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

14

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

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

The institution has a performance appraisal system for teaching and non-teaching. The college is systematically following a performance appraisal system for furthering the quality of the teaching-learning process and initiating other quality measures for the overall improvement of the system. Accordingly, the core committee of the IQAC prepares a comprehensive performance appraisal format that contains major quality parameters. Each faculty has to fill this form and submit it to the principal at the end of the academic year. Then these forms will be handed over to IQAC. IQAC will form a core committee that analyses the performances of the faculty members at different heads such as student results, commitment to duty, teaching skills, number of research papers presented, and involvement in the college activities. Then the results are communicated to the concerned teachers by the principal. The result is also communicated to the management. The management takes decisions regarding increments and incentives to the staff based on their performance. The assessment of administrative staff is done based on their attitude towards the stakeholders, colleagues, job efficiency, pro-activeness, and their overall behavior.

File Description	Documents
Paste link for additional information	http://www.sacredheartcollege.net/pdf/aqar/6.3.5.pdf
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

All financial transactions made by the college are systematically recorded day-to-day. The expenditures are made as per the approved norms and limits. To justify all the transactions we have an internal and external audit. The entries made in the ledger are carefully scrutinized by the office superintendent. Mr.H.R Shetty, Chartered Accountant, has been auditing continuously all the income and expenditure of the institution. He sends a team to check and verify all the transactions that are carried out in each financial year. His auditing staff thoroughly check and verify all vouchers, supporting documents, records and books, e-statements of all the transactions that are carried out in each financial year including budget estimations, utilization, cash transactions, bank reconciliation statements, test check and verification of the events happened in the area of financial management.

As our's is an aided institution, external audit is done by the government-nominated auditor. The queries made by the auditor are properly cleared by the office superintendent and the suggestions have been strictly adhered and the recoveries if any are made immediately. As of now, there are no major findings/objections except some errors/omissions.

File Description	Documents
Paste link for additional information	http://www.sacredheartcollege.net/pdf/aqar/6.4.1.pdf
Upload any additional information	View File

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

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

10.91

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

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

Finance is an essential ingredient to run any organization/institution. Hence, the institution has its own strategy for mobilizing funds from various sources. The institution receives its income primarily from the student fees. The major capital expenditure of the institution is met by the donations from the philanthropists and the contribution by the management. The recurring expenses of the college are met out from the income received in the form of fees and the interests received from the deposits. The PTA and the Alumni are also contributing to conduct various activities in the college.

The institution has an effective mechanism to monitor the judicious utilization of the available financial resources. The annual budget is prepared by the college and submitted to the management for approval. The management approves the annual budget after a thorough discussion with the management committee in order to match the expenditure with income. The financial transactions are carried out in the college in accordance with the budget.

The institution is also successful in tapping resources from MLA and MLC funds. The institution has also received grants from the UGC.

File Description	Documents
Paste link for additional information	http://www.sacredheartcollege.net/pdf/aqar/6.4.3.pdf
Upload any additional information	View File

6.5 - Internal Quality Assurance System

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

The IQAC is the "think tank" of the college. It is concerned with the creation, enhancement, sustenance, and monitoring of the quality and excellence of the college. It measures the academic output and administrative performance of the college. The IQAC is instrumental in preparing and uploading the AQAR to the NAAC and data to the All India Survey on Higher Education periodically.

The IQAC could institutionalize the following two practices.

(I) Continuous improvement in the teacher quality:

IQAC has been making continuous efforts to improve the teacher quality and update them to the

challenges of the changing pedagogy. It is encouraging the teachers to participate in the faculty

development programs, attend and present papers in seminars and conferences. It is also motivating the

faculty to take up research work and publish research papers.

(II) Holistic development of the students:

The college provides necessary facilities and gives opportunities to the students in various curricular,

co-curricular, and extra-curricular activities. The winners at the intercollegiate level are felicitated during the annual day celebration. The institution bears the expenses of traveling, food, and accommodation of the students while they are participating in intercollegiate competitions. Thus, IQAC has succeeded in achieving the holistic development of the students.

File Description	Documents
Paste link for additional information	http://www.sacredheartcollege.net/pdf/aqar/6.5.1.pdf
Upload any additional information	View File

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

As a premium higher education institution in the locality, we have been giving utmost priority to the teaching-learning process. The IQAC is continuously monitoring this process. The review system and the remedial steps taken by the IQAC have yielded fruits. Two examples are cited below

1. **Student-centric approach:** The teaching-learning evaluation process is based on the student-centric approach as students are the main focus in a higher educational institution. Based on the reviews made by the IQAC the institution has successfully introduced a series of programmes
 - As our institution is situated in a rural area, the network issue was a major problem and it has been resolved by the installation of a free and uninterrupted wi-fi system on the campus. This has greatly facilitated online teaching and conducting webinars during the Covid-19 pandemic. The challenge of keeping the students study-oriented and exam-oriented during this period of crisis has been successfully met.
 - Another important hurdle in the successful implementation of ICT was the power crisis. To solve this and to ensure an uninterrupted power supply, a solar energy system has been

installed in the institution. This has helped in the reduction of current bills and the smooth conduct of classes through ICT.

2) **Experiential learning:** It is a proven fact that experiential learning leads to skill enhancement of the students. The IQAC in its recommendation suggested the various cells and associations of the college, to increase the number of curricular, co-curricular, and extra-curricular activities and involve a large number of students in those activities. As a result, NSS, NCC, Rovers-Rangers, Youth Red Cross, Women Cell, Literary Association, Red Ribbon Club, Health Club, Commerce Association, IT Forum, and Humanities Association have conducted various extension and outreach programs which have really enriched the skill and experience of the students. The establishment of a commerce lab has further strengthened the teaching-learning process. The language lab has also joined the party to enhance the communication skills of the students. Webinars, Group discussions, Paper presentations, all are on the increase and the students are the beneficiaries. The introduction of Value-added and skill enhancement certificate courses are greatly benefiting the students. Subject quizzes, online essays, photography, and college competitions have been successful in keeping the students focused on academics and their personal development. Teachers have conducted online counseling to the students and parents to come out of the gloominess of covid-19 and the resultant financial and emotional crisis.

File Description	Documents
Paste link for additional information	http://www.sacredheartcollege.net/pdf/aqar/6.5.2.pdf
Upload any additional information	View File

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

C. Any 2 of the above

recognized by state, national or international agencies (ISO Certification, NBA)

File Description	Documents
Paste web link of Annual reports of Institution	sacredheartcollege.net/pdf/aqar/annrepo2021.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES**7.1 - Institutional Values and Social Responsibilities**

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

- Our college provides equal opportunities to both male and female students while conducting various academic, co-curricular, extracurricular activities and in decision making.
- Women and Gender Sensitivity Cell chalks out various programs to promote physical, mental, academic, and other needs.
- Guest talks and Group counseling on topics like Physical and Mental health, Problems of adolescence, Self-reliance, and Women's safety.
- Craft and Embroidery classes, Mehendi competition, and Hair designing are arranged. Scholarships, fee concessions, and Mid-day meal facilities are provided.
- Medical aid and medical counseling is provided to the students with the help of a lady physician.
- Prevention of Sexual-harassment cell, Anti-ragging cell, and C.C.TV surveillance have made our campus very safe and

secure for women.

- The common room is provided with fans, a dressing mirror, a cupboard, and a continuous power supply.
- A separate restroom is provided for temporary medical relief.
- Spacious washrooms with sufficient toilets, facilities for the disposal of sanitary pads, and Pure drinking water are provided.
- A conducive work atmosphere is also provided to the women staff of the college.
- Separate washroom facilities are provided to the women staff.
- The talents of the women are duly recognised by the management by giving priority while doing appointments.

File Description	Documents
Annual gender sensitization action plan	http://www.sacredheartcollege.net/pdf/aqar/7.1.1.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	http://www.sacredheartcollege.net/pdf/aqar/7.1.1a.pdf

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

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

Every morning the classrooms, office, library, washrooms, and college premises are cleaned by the concerned staff. Dustbins are kept in classrooms, offices, a college library, verandah, and in the pathways to collect the solid waste such as waste papers, wrappers, and used writing materials like pens, erasers, and other solid waste.

Every evening this waste is collected and disposed of by the concerned staff. The waste generated from the washrooms and canteen is also systematically disposed of every evening. The solid waste generated through the college library such as old newspapers and magazines is disposed of according to the government norms. The solid waste in the form of spoiled electrical items, UPS systems, batteries, sports equipment, Iron furniture is disposed of according to the government norms.

The Institution has a proper system for the disposal of liquid waste. Well-planned underground pits are constructed for this specific purpose. In the indoor stadium, a separate sump is constructed only to store wastewater of washrooms with an intention to use the same for agricultural purposes.

E-waste includes computer monitors, LCD projectors, keyboards, reprographic machines, and other parts of the computers are disposed of as per the govt norms.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	http://www.sacredheartcollege.net/pdf/aqar/7.1.3.pdf
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting

A. Any 4 or all of the above

Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	
File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded
7.1.5 - Green campus initiatives include	
7.1.5.1 - The institutional initiatives for greening the campus are as follows: <ol style="list-style-type: none"> 1. Restricted entry of automobiles 2. Use of Bicycles/ Battery powered vehicles 3. Pedestrian Friendly pathways 4. Ban on use of Plastic 5. landscaping with trees and plants 	A. Any 4 or All of the above
File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	No File Uploaded
7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution	
7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	C. Any 2 of the above

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment

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

C. Any 2 of the above

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

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

To promote an inclusive environment in the campus and community, the institution has a number of programs:

- The college prayer, vision and mission statements and core values aim at establishing an inclusive environment.

- On the reopening day of each academic year an orientation program is conducted to promote harmony and inclusive environment.
- The Institution celebrates:
 - Communal harmony week.
 - Sadbhavana day
 - Independence Day,
 - Republic Day
 - World Women's Day
 - Gandhi Jayanti
 - World yoga day
 - Constitution day
 - NSS day
 - Fit India Freedom Run
- During NSS programmes a variety of educational and cultural programs are arranged.
- Competitions like essay writing, poetry writing and elocution are conducted in English, Hindi and Kannada.
- Our College magazine provides an opportunity to the students to write articles in Kannada , English, Konkani ,Tulu and other Regional languages.
- A state level E-quiz is conducted on the concept ' My Nation'. E- certificate is given.
- Mid-day meal and Canteen facility is extended to all the students and staff without any descrimination.
- Endowment Scholarships, fee concessions and financial assistance is provided to the deserving students.
- Our College Red Ribbon club has been awarded as the best

club for the promotion of Aids awareness programmes.

- Staff and students are involved in community development programs.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

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

Our College pays special attention to promote constitutional values, rights, duties, and other constitutional obligations. To realize these objectives we conduct a number of programmes:

- Constitution Day is celebrated.
- National voters day is celebrated.
- Voters Enrollment Drive is conducted to enlist all those who have completed 18 years of age.
- The staff of the college both teaching and administrative performs election-related duties.
- Elections are conducted to form the Students-Council of the college which helps the students to have an idea about elections and to become leaders.
- Republic Day and Independence Day are celebrated.
- The students and the staff of the college contribute towards Flag Day by subscribing to flag stickers.
- The Indian Constitution has been introduced as a compulsory subject in the curriculum for all students.
- Political science is offered as an optional paper to the BA students.

- Visit Old age homes, participation in Swachh Bharat campaign, Blood Donation to the needy, and celebration of Vigilance awareness week are some other important programs conducted in the college to promote constitutional values.
- We have NSS,NCC, YRC and Rovers Rangers to give leadership in the furtherance of the core values.
- We encourage mutual dialogue in problem-solving.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	No File Uploaded

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

A. All of the above

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

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

and festivals

The college celebrates International , National days, festivals and events every year. Administ covid-19 this year too we have celebrated the following days , events and festivals in a unique way.

- Independence Day is recognised as the day of National Pride and Honour. To inculcate the values of Patriotism, Nationalism and Spirit of Sacrifice among our students we celebrate Independence Day by hoisting the flag and march-past by the NCC cadets.
- As a mark of respect to the Our Constitution, we celebrate Republic day by hoisting the flag and rendering community services through the various clubs and associations of the college.
- We celebrate Gandhi Jayanti with "Swatch Bharath campaign" and a street cleaning programme in collaboration with Grama Panchayath Madanthyar and other service organisations.
- We celebrate International Women's Day by arranging guest talks and conducting competitions to the female students.
- We actively participate in the International Yoga day.
- National Youth week is celebrated between 12th Jan to 19th Jan of every year to commemorate the Birthday of Swami Vivekananda the Youth Icon.
- National Sports Day is celebrated as a mark of respect to the hockey legend Major Dhyan Chand.
- NSS Day and International Workers' day are celebrated by conducting various competitions.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

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

1. **Scholarships:** Our institution is situated in a village panchayath area. The majority of the students are coming from nearby villages. The main occupation of their parents is agriculture. Almost 25 of the parents are engaged in beedi rolling. Some are agricultural laborers. Their economic condition is such that, they are not in a position to bear the cost of higher education. So, when our institution was started in the year 1982 by Late. Rev. Fr. Ligoury D'Souza, getting enrollment to the college itself was the biggest challenge. In that context, to support the poor parents, the institution started tapping resources from various sources to provide scholarships to the students. Since then development has taken place in the region. But, substantial financial improvement has not taken place in the nearby villages. Therefore, to encourage the rural people to take up higher education, financial support in the form of scholarships is still relevant.

2. **Mid-day Meal:** some of our students were falling sick. When they were taken to the hospital, doctors used to say, "Nothing serious, a little bit of weakness, that's all". After a thorough inquiry, the institution found out stunning information about these students, that they were not taking lunch. Many of them have to walk miles together to reach the college. So they have to start early from home, taking little food and sometimes without food. Due to their poor financial conditions, they cannot afford hotel food. Some of the female students hesitate to go to hotels. Some of the students who travel by bus had to start early from home and it was inconvenient for them to carry the lunch in carriers. The net result was starvation. In this context, the institution with the help of management, staff, Alumni Association, Parents Teachers Association, and other philanthropists started the mid-

day meal scheme in the college through which free and subsidized meals is been given to the needy

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

7.3 - Institutional Distinctiveness

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

The great visionary Late Rev Fr Ligoury Dsouza established this institution in the year 1982 with the primary objective of imparting quality higher education at an affordable cost. The twin objectives are in conformity with the buzzwords of NEP 2020 viz., quality, and accessibility. The institution is doing reasonably well in realising these objectives. Our college is situated in a rural panchayat area which is surrounded mostly by agrarian families and agricultural labourers. So the majority of our students are first-generation learners. We follow a blind admission policy - all students who are seeking admission are admitted irrespective of their percentages. The fees structure of the college is low when compared to the fees structure of other colleges. Fees concessions are given to deserving students. The institution is also providing a good number of scholarships. Though the entry-level percentage of the students are low they are coming out of the institution in flying colours. This is quite evident when we compare our results with the average result of Mangalore university. This year we have secured 3rd rank in M.Com from Mangalore university. The excellent infrastructural facilities of the college are reflected in its achievement in sports and games.

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

7.3.2 - Plan of action for the next academic year

Our institution is one of the premier higher educational institutions in the region. Even though the pandemic, covid 19 has affected the higher education sector in general, we are doing our

level best to sail through during this period. We have done reasonably well in the past academic year. We are looking forward to a bright future once the threat of the present pandemic is over. We are envisaging the following programs for the next academic year:

1. Preparing the institution to implement NEP 2020
2. Gearing up the entire machinery of the college for the fourth cycle of accreditation from NAAC
3. Submitting IIQA and SSR in time
4. Strengthening the football teams of both men and women
5. Conducting tournaments in the indoor stadium to collect revenue for the sports welfare fund.
6. Maintaining and extending the rainwater harvesting structure and solar system.
7. Planting red palm trees to enhance the campus's beauty.
8. Renovating the approach road to the indoor stadium and planting palm trees on both sides of the road.
9. Entering into new MOU's with the local entrepreneurs to strengthen the sports and games facilities.
10. Continuing the extension and outreach programme in collaboration with local panchayats and other voluntary organizations.
11. Continuing the best practices of the college.