YEARLY STATUS REPORT - 2021-2022

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.	9740569138
• Mobile No:	9480093347
• Registered e-mail	sacredheartcollege82@gmail.com
• Alternate e-mail	contact@sacredheartcollege.net
• Address	Parenky Village Madanthyar Post
• City/Town	Belthangady Taluk
• State/UT	Karnataka
• Pin Code	574224
2.Institutional status	
• Affiliated / Constitution Colleges	Affiliated College
• Type of Institution	Co-education
• Location	Rural
• Financial Status	UGC 2f and 12(B)

• Name of the Affiliating University	**Mangalore**
• Name of the IQAC Coordinator	**John Baptist Dsouza**
• Phone No.	**9740569138**
• Alternate phone No.	
• Mobile	**9900497921**
• IQAC e-mail address	**johnbaptistdsouza@yahoo.in**
• Alternate e-mail address	**shcnaac2021@gmail.com**
3.Website address (Web link of the AQAR (Previous Academic Year)	http://www.sacredheartcollege.net/pdf/aqar2021.pdf
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	http://www.sacredheartcollege.net/pdf/aqar/112a.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B++**	**80.85**	**2004**	**16/09/2004**	**16/09/2009**
Cycle 2	**A**	**3.03**	**2011**	**27/03/2011**	**27/03/2016**
Cycle 3	**A**	**3.14**	**2017**	**22/02/2017**	**22/02/2022**

6.Date of Establishment of IQAC	**20/09/2004**

7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

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

8.Whether composition of IQAC as per latest NAAC guidelines	**Yes**
• Upload latest notification of formation of IQAC	No File Uploaded	

9.No. of IQAC meetings held during the year	4	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes	
• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
• If yes, mention the amount		

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

Mega Job Fair
Workshops on Life Skills
Intercollegiate Kabaddi Tournament and 18 KAR/BN Annual training Camps
Feedbacks from the Stakeholders
Staff and Students Orientation for the implementation of NEP 2020

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
Establishment of Commerce Lab	Established well furnished commerce lab with independent website and QR code system under the name of 'The Skill Garage'.
Field and Industrial Projects	Conducted a visit to Historical Museum, Heritage sites, old age homes, Agricultural Farms, Industries, Cooperative banks and Societies for the purpose of project work, internships and experiential Learning
Preparation of Academic Calendar and teaching plan	Regular academic, Co-curricular and extra curricular activities were conducted during the entire year as per the academic calendar. All the teachers delivered the curriculum in accordance with the teaching Plan
Outreach and Extension activities	A total 19 extension and outreach Programs were conducted in collaboration with industry, community, Government and Non-Government Organizations.
Collaborations & MOU's with industries and Institutions	Along with the existing linkages, collaborations and MOU's 04 new MOU's were signed with Q Tech Solutions, Siona Infotech. Sports Garage and Arnold Multi-Gym

13.Whether the AQAR was placed before statutory body?	Yes

- Name of the statutory body

Name	Date of meeting(s)
Management Committee	24/07/2023

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021-2022	18/01/2022

15.Multidisciplinary / interdisciplinary

The crux of the NEP 2020 itself is multidisciplinary and interdisciplinary. For each stream there is a state committee which forms the syllabus. Then it is sent to the Universities. Mangalore University formed a core committee to implement NEP-2020. One of our faculty members was the core committee member. As a preparation to implement NEP-2020, Mangalore University has arranged various meetings and trainings for different streams and our faculty members have attended those programs. Then, we in our institution, have conducted various awareness and training programs to the students and their parents to familiarise them on NEP-2020. The course structure for different streams cannot be changed. As our institution is affiliated to Mangalore University, we have to follow the same syllabi and we have fallen in line with that. Management has appointed sufficient number of staff members, provided the necessary infrastructure and has given the academic freedom to implement NEP-2020 in its true spirit

16.Academic bank of credits (ABC):

Our mother university is in the process of registration under Academic Bank of Credit. Once that is over our institution have to start the process of registration

17.Skill development:

The skill component has been included in the NEP structure itself. In each semester two-three credits have been awarded to the skill component. To cope up with the changed scenario, the management has upgraded 35 computers. Since there was an increased demand for BCA course, we have taken an additional batch of 40 students with the permission of the university. Facilities for sports and games have also been increased in order to facilitate the implementation of NEP-2020. We have MOU with Fluensays and ICT to train the students in various life skills. We are giving basic computer and IBPS coaching to our students.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

We have three streams, BA, B.com and BCA in our college. We are offering three languages for them. Out of which two are Indian

languages namely Kannada and Hindi. For all the students Yoga is compulsory. We have value education classes in which mentors impart the values of truth, righteous conduct, peace, love, non-violence, scientific temper, and citizenship values. Since majority of our students are first generation learners, we in our institution teach the subjects bilingually. Students are also allowed to write the semester examinations either in kannada or in English. The value systems, culture and heritage of our country is imparted to the students through various cells and associations of the college.

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

Course outcomes of each subject is already given in the University syllabi and we strictly follow them as ours is an affiliated college

20.Distance education/online education:

During Covid pandemic we engaged classes in the online mode. We are giving IBPS training in blended mode. ICT has been upgraded to cope up with the challenges of blended learning

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**176**

File Description	Documents
Data Template	[View File](#)

2.Student

2.1 Number of students during the year	**622**

File Description	Documents
Data Template	[View File](#)

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**307**

File Description	Documents
Data Template	View File

2.3	**220**
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	**29**
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	**29**
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution

4.1	**17**
Total number of Classrooms and Seminar halls	

4.2	**108.3994**
Total expenditure excluding salary during the year (INR in lakhs)	

4.3	**93**
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

There is an academic calendar committee in the college which prepares academic calendar well in advance in conformity with the University calendar of events. The mandatory working days in each semester, the government holidays state, central, regional and local holidays are taken into consideration while preparing the academic calendar. Before finalizing the academic calendar enough care is given during the departmental meetings, IQAC meetings, and staff meetings. Every academic year begins with the general orientation by the Principal, followed by HODs and class teachers about curriculum overview and its transaction, enrolment to ECA, students' council elections and departmental activities Effective curriculum delivery: In order to ensure an effective curriculum delivery our institution follows the following methods The allocation of workload is done according to the competencies of the faculty in the departmental meetings. Time table committee prepares a detailed timetable regarding curricular, Co-curricular, and extracurricular activities and it is made known to the students well in advance through the college calendar, Notice boards.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.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	Nil

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

The institution has an examination committee that is in charge of continuous internal assessment. Based on the university guidelines the committee conducts two Internal Assessment exams. Preparing the timetable, getting the question papers printed, allotment of invigilation duties, Valuation, and challenge evaluation, settling the exam-related grievances, conducting re-examinations, if needed, fixing the date of submission of IA marks, and finally submitting the IA marks to the university at the end of every semester are the important functions of this committee. The students are enrolled to various associations/clubs/cells at the beginning of the academic year. Students have to actively take part in various events organized by associations and credits will be offered for their active participation. The academic coordinators inform their

respective students well in advance with regard to assignments, seminars, field visits, internships, and other activities. While allotting IA marks in ECA, the performance of the students in the various activities are taken into account. The final IA marks will be submitted to the university before the end of every semester

File Description	Documents
Upload relevant supporting documents	[View File](#)
Link for Additional information	**Nil**

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

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	[View File](#)
Any additional information	**No File Uploaded**

1.2 - Academic Flexibility

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

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

04

File Description	Documents
Any additional information	View File
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)

08

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

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

150

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

60

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

The Institution delivers the curriculum prescribed by the University which is classified into four groups at the UG level –Core courses

(Group-I), Electives (Group-II), Ability enhancement courses (Group III), and Skill and value-based courses(Group- IV). Group-II Elective Courses involve courses on supporting the discipline of study, providing an expanded scope, enabling exposure to some other discipline/domain, and nurturing students' proficiency/skill. Group III Ability enhancement courses include Indian Constitution, Human Rights, Gender Equity, and Environmental Studies. During the first four semesters, each student must participate in one of the University mandated co-curricular (Group-IV) activities, such as NSS, NCC, Rovers & Rangers, Youth Red Cross, Sports & Games, Performing Arts and Fine Arts. Through these CC/ECA's our Institution effectively integrates issues relevant to gender equity, human values, environment and sustainability, and professional ethics into the curriculum.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 through their participation in various extension and outreach programmes.Our students are joining hands with the local panchayats in the 'Sampoorna Swachata Andolan', whereby they are contributing to waste management and plastic eradication.

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

03

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

106

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)	**No File Uploaded**

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/stkfdbk.php

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

440

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

128

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	**Nil**
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
622	**29**

File Description	Documents
Any additional information	[View File](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:

We conduct field visits, Industrial visits, Educational tours, and visits to old age homes, orphanages, historical places, and museums Students are doing internships and project work. Students participate in intra-mural and inter-collegiate competitions, fests, workshops, conferences, and seminars.The various certificate courses offered by the institution give ample opportunity to have first-hand experience in various fields.

Participative Learning:

Students get plenty of opportunities to participate in various classroom activities such as case studies, debates, group discussions, quizzes, seminars, paper presentations, assignments, roleplays, poster making, and brainstorming. IT fests, Commerce fests, and Product launch competitions. The student welfare council, NSS, NCC, YRC, and R&R provide a very big scope for students to participate as leaders, organizers, resource persons and volunteers.Sports and cultural competitions are the other important areas where the students can fully participate and develop their personalities.

Problem-Solving Methodologies:

The end result of experiential and participative learning is to empower the students to develop problems solving skills. Students learn problem-solving techniques when they confront with practical problems while organizing various programs. Regular assignments, project works, class tests, unit tests, and quiz help the students to inculcate a competitive spirit. The students learn to accept defeat sportively.

File Description	Documents
Upload any additional information	[View File](#)
Link for additional information	Nil

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

The college is well-equipped for the use of the ICT-enabled teaching-learning process

One Interactive panel with Android, Windows, and writing facilities has been installed in the seminar hall.

LCD Projectors are installed in all the classrooms and computer labs During the lockdown due to the pandemic, faculty members took classes online mode in different platforms like Teachmint, Google classroom, Zoom, Google meet, and Screen recorder.

Automation using Collegephins has digitized attendance and the entry of marks Google classrooms and YouTube channels to upload video lectures Provision of Unlimited data Storage through server made available to all staff members and at departments and association level for academic use.

The college library subscribed to the N-List consortium offered by the INFLIBNET centre. This e-consortium provides an opportunity to registered members to remotely access more than6000+ e-journals and 3 Lakhs+ of e-books in place.

Every department is provided with a laptop, desktop, and printer with wi-fi connections to facilitate teachers.

The local chapter of SWAYAM NPTEL

Language departments make use of audio-visual aids like English literature-based movies, dramas, and play to enhance student engagement and understanding.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	**Nil**

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

2.3.3.1 - Number of mentors

29

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

29

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	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

238

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.

The institution has an examination committee that is in charge of continuous internal assessment. Based on the university guidelines the committee conducts two Internal Assessment exams. Preparing the timetable, getting the question papers printed, allotment of invigilation duties, Valuation, and challenge evaluation, settling the exam-related grievances, conducting re-examinations, if needed, fixing the date of submission of IA marks, and finally submitting the IA marks to the university at the end of every semester are the important functions of this committee. Information regarding the evaluation system is passed on to the students through the following means

The orientation programme at the beginning of each 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 in the class.

Internal Assessment marks are displayed on the college notice board before it is sent to theuniversity.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	**Nil**

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

he 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	Nil

2.6 - Student Performance and Learning Outcomes

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

The specific learning outcomes of various courses are built into the curriculum of each discipline and are available on the university website. 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. Alumni interaction is arranged in order to reiterate the course outcomes to the students and they share their experiences on how a specific course has helped them to shape their career. 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	**Nil**
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 ofmethods 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 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. For the assessment of course outcomes, information regarding the Placement of students in different educational institutions, companies, NGOs, and self-employment is 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. The departments maintain an alumni database, regularly updating information on their current employment and other endeavours, as far as possible. Through various outreach and extension activities, the students are involved in pro-societal activities which serve as an apprentice training for the students. This enables the students to achieve programme outcomes. The compulsory internships in various organisations by the PG students help them to apply their knowledge and skills of their respective programmes.

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

2.6.3 - Pass percentage of Students during the year

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

215

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/naac4/6/611a.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/sss2022.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

17

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

0

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

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

4

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

Through the various pro-societal activities, the institution has always tried to improve the wellbeing of the community. The various activities have been sensitizing the students towards the social and environmental issues. By working closely with the society the students have a great opportunity to have first hand experience regarding all these issues. The college through its NCC, NSS, Rovers and Rangers, Youth Red Cross, Nature Club and the students' welfare council works in association with the local organizations like Grama panchayath, Rotary Club, JCI, Women's Club, Enterpreneurs and Merchants club for the extension activities. The extension and outreach activities organized by the college during the yearare: ·

Blood donation camps ·

Self-employment training camps ·

Cleanliness and sanitation drives · .

Street plays and rallies on social evils and environmental issues ·

Pan Card and passport mela ·

Annual special camps of NSS, NCC and Rovers and Rangers ·

Planting saplings in association with department of forest ·

Awareness program on hygiene, preventing the spread of contagious

diseases, promoting religious harmony, legal literacy, and conservation of environment.

The involvement in the water shed management programme like Digging percolation pits, Roof water harvesting, Construction of Check dams and Shutting the vents of vented dams have resulted in a drastic improvement in the water table of the area.

File Description	Documents
Paste link for additional information	http://www.sacredheartcollege.net/pdf/naac4/3/341e.pdf
Upload any additional information	**No File Uploaded**

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

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

11

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

18

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

622

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

10

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

06

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	**No File Uploaded**
Paste link for additional information	http://www.sacredheartcollege.net/pdf/naac4/ 4/411a.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	**Nil**

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

17

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

17

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	http://www.sacredheartcollege.net/pdf/naac4/4/431a.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)

10.80654

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

4.2 - Library as a Learning Resource

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

The library being the store house of books, journals, magazines, news papers and e-Journals, serves as a very important source of information of the institution.

The library has one qualified librarian with one library assistant and two supporting staffs to look after the affairs of library. There is a library advisory committee which meets regularly to allocate the budget for the purchases of the library. Since the beginning the library has Open Access System and partially automated with EasyLib Web OPAC 4.3.3 software. DDC system is adopted for classification and cataloguing services are provided on OPAC. It has 12164 text books, 7116 Reference books, 51000 E-books, 69 Journals/Magazines, 2100 E journals, 150 CD's, Videos and Daily Newspapers. It has subscribed NLIST/INFLIBNET whereby students and staff get access to enumerable e Journals and e-Books It has a growing collection of reference books, journals and journal back volumes, Dictionaries, encyclopaedias and year books. WIFI connected computers are available in the library and the students and staff can download the required materials. In order to motivate the students to make the best use of the library 'Annual Best Library User Award' is given students every year. To encourage the advanced learners additional books and study materials are issued to them. During exams, text books are issued to the students against minimum deposits of money.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	http://www.sacredheartcollege.net/pdf/naac4/4/421a.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

A. Any 4 or more of the above

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

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

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

0.67

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

225

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 115 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. The college has updated its IT facilities with increasing the number of computers, printers, LCD projectors, online admission process, website and various software's. The teaching and learning process is enhanced through incorporating ICT tools and-resources. The students, teachers and non teaching staff are also encouraged to use various academic and administrative software's The College is optimizing as far as the infrastructural upgradation is concerned. The College has a computer lab with an internet browsing facility. The College uses software including open source software like Linux, Python, Turbo-C and Antivirus for selected systems.25 new computers with new configuration replaced the old systems in the year 2021 and in the year 2022 10 more new systems with high configuration were added in order to update IT facilities

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	http://www.sacredheartcollege.net/pdf/naac4/4/431a.pdf

4.3.2 - Number of Computers

93

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	**No File Uploaded**
Details of available bandwidth of internet connection in the Institution	[View File](#)

4.4 - Maintenance of Campus Infrastructure

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

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

97.5929

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

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

The 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	**Nil**

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

367

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

60

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/pdf/naac4/frn/512.pdf
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

622

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

622

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

A. All of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

32

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

62

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

2

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.

15

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

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.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	<u>View File</u>

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

25

File Description	Documents
Report of the event	**No File Uploaded**
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.They have also organised job fairs to provide placement opportunities to our students. 'Shramika Udhyoga Mela' was a mega hit where more than 900 students from various colleges of the taluk got offer letters from various reputed companies.

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

5.4.2 - Alumni contribution during the year (INR in Lakhs)   **A. ? 5Lakhs**

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

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.

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.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

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

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.

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	Nil
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The IQAC sets the quality parameters for various academic, co-curricular, extracurricular and administrative activities of the college which are in conformation with the vision and mission of the college. The set parameters are deployed through various committees, cells and associations.

The management

There is a local management committee headed by the correspondent. It plans programs, provides funds, recruits personnel and monitors the administration of the college. As the head of institution,

principal is the link between management and the institution. The academic, co curricular and extracurricular activities of the college are looked after by the principal with the help of the faculty members. The IQAC through its regular meetings, interaction with staff council and meeting with HODs, monitors and ensures quality and excellence in teaching learning and evaluation process.

The institution has a perspective plan for development. They are ;

Upgradation of classrooms

Open air auditorium

Upgrading the library resources

Chalking out various activities for the holistic development of the students Strengthening National values by restrengthening NSS and NCC wings.

Creating awareness in current social issues like swatch Bharath, clean and green environment, water harvesting and such social aspect

File Description	Documents
Strategic Plan and deployment documents on the website	[View File](#)
Paste link for additional information	http://www.sacredheartcollege.net/pdf/naac4/6/621a.pdf
Upload any additional information	No File Uploaded

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

All appointments are made by the management by following the due procedure. 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 recruitment process. The selection process is done on the recommendation of the committee set for the purpose. All the staff are made aware of the conditions of service, roles and responsibilities, increments, kinds of leave, code of conduct, incentives for achievers etc. The management is taking keen interest to ensure the participation of the staff in improving the effectiveness and efficiency of the institutional process by;

Giving representation to the staff in management council

Recognising the staff during teachers day celebrations for their outstanding achievements and on their retirement.

Giving annual increments and promotion to the staff.

The Principal, HODs and Faculty make up the academic administration of the Institution. Associate Professors, Assistant Professors, Librarians, and Physical Director make up the faculty. The office administration team consists of the office superintendent, SDAs, and support staff. The principal in consultation with staff council forms various committees and appoints coordinators for these committees. The Institution follows the norms set forth by the UGC, the GoK, MU, and the CBE for service conditions and rules

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the Institution webpage	http://www.sacredheartcollege.net/pdf/naac4/6/621a.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	View File
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 to the teaching and support staff. The aided staff are covered under group insurance scheme and the unaided staff are covered by EPF and ESI scheme. Accommodation is provided in the hostels to the needy staff for both men and women. The permanent unaided staff are provided with Earned Leave(EL) facility.

The college has a staff welfare Council headed by a senior faculty. The staff welfare Council has set up 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 reasonable interest rate

Other welfare measures of the institution can be listed below:

Maternity leave with pay to the women staff.

Cash incentives to outstanding achievers

Seed money to the faculty who present research papers in seminars and conferences and providing additional financial assistance for conducting seminars, workshops etc

Felicitating the achievers in public functions.

OOD and special casual leave facility is given to the staff

Fee concession is given for wards of the staff studying in the campus

The college has staff grievance redressal cell for the benefit of the staff

Staff picnic is arranged every year, which is solely funded by the management

File Description	Documents
Paste link for additional information	Nil
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

17

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

0

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

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

10

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 in place Performance Appraisal System for faculty and administration staff for overall improvement in quality. We have a cumulative system of performance appraisal of the staff.

Self appraisal- At the end of every academic year teachers are submitting a self-appraisal report in a prescribed format to the principal. Staff appraisal by students is done on a regular basis. Students give their ratings on the various aspects of teaching in a particular format. Principal collects the feedback from the parents as well as alumni on the performance of the staff and the overall facilities in the college. The feedback thus collected by the principal is discussed in the IQAC and the resultant suggestions are communicated to the concerned staff. The performance of the administrative staff are assessed on the basis of their attitude towards stakeholders, colleagues, job performance and pro-activeness towards superiors. The performance of the faculty with regard to teaching and evaluation is also assessed by the heads of the concerned departments during periodic meetings. During the staff council meetings, the principal will also review the performance of the teachers along with various activities conducted in the college.

File Description	Documents
Paste link for additional information	http://www.sacredheartcollege.net/pdf/naac4/6/621c.pdf
Upload any additional information	**No File Uploaded**

6.4 - Financial Management and Resource Mobilization

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

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	Nil
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)

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

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

Our institution has evolved certain strategy for mobilizing funds from various sources. The primary income of the institution is from the student fees. Salary grant of the aided staff is received from the government. The major capital expenditure of the institution is met by the donations from the philanthropists and the contributions by the management. The day-to-day expenses of the college is managed by the specific fees collected from the students. Nominal revenue is also mobilized through the issuance of Transfer and Conduct Certificates, the crediting of bank interest, in-house reprographic services, and the selling of obsolete scrap materials, among other means. Certain projects have been completed from the grant received from the local MLA. The PTA and the Alumni are also contributing to conduct various activities in the college.

The available financial resources in an academic year are allocated to add physical infrastructure such as classrooms. Provision is also made in the budget for buying new equipment for the laboratories, technical gadgets, teaching aids, library resources, and sports materials. A certain portion of the budget is also reserved for ensuring a continuous supply of power. To ensure the optimal utilization of the allocation of funds there is a committee called the Purchase Committee which takes care of the procurement of all the materials.

File Description	Documents
Paste link for additional information	http://www.sacredheartcollege.net/pdf/naac4/6/641d.pdf
Upload any additional information	**No File Uploaded**

6.5 - Internal Quality Assurance System

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

The IQAC is the "think tank" of the college. It is concerned with creation, enhancement, sustenance and monitoring 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 All India Survey on Higher Education periodically. The activities of various cells and committees are constantly monitored by the IQAC. The quality strategies and the processes are used to intensify curricular aspects with value added courses and life skill enhancement programs. The institution complies with the University's stipulations concerning the academic calendar, curriculum, teacher quality, student admission norms, working days, student attendance, internal assessment mechanism, physical infrastructure, learning resources, student support, etc.

The important practices of IQAC.

Participation of stakeholders is ensured.

Systematic feedback for improvement is collected, analysed, and used.

Quality benchmarking standards are referred

IQAC has been making continuous efforts to improve the teacher quality and update them to the challenges of the changing pedagogy. It encourages the teachers to participate in the faculty development programs, attend and present papers in seminars and conferences. It also motivates the faculty to take up research work and publish research papers

File Description	Documents
Paste link for additional information	Nil
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

The holistic development of the students has been the core concern

of IQAC. This is reflected in the effective mentoring and counselling system prevailing in the college. Apart from academic, the students are provided with co-curricular and extracurricular facilities. While preparing the annual budget, separate funds are set aside for such activities. The cultural competitions and programs are arranged regularly by the college for the benefit of the students. The college also sends cultural teams to participate in different competitions conducted by the colleges of the university. The accommodation, food, medical expenses etc are borne by the institution while they represent the college in various cultural and sporting events. The winners at the Inter-Collegiate competitions are felicitated during the annual day celebrations encouragement to hands-on learning experience through internships, adequate capacity building programmes for improving skills and competencies.Continuous review is ensured through the regular meetings of the IQAC with the staff and HODs. The Mou with ICT Academy has enabled the students and the staff to get an exposure to the latest developments in the field of technology. Some of the programs like FDP's, Skill Development, Youth Empowerment /Digital Empowerment, Industry-Institute-Interaction programmes have been highly beneficial. IQAC has been helping the slow and advance learners by initiating appropriate programs for their development and increasing the number of add-on courses.

File Description	Documents
Paste link for additional information	Nil
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 recognized by state, national or international agencies (ISO Certification, NBA)

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	**Nil**
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

College takes special care of the women students. There is a " Women and Gender Sensitivity Cell" in the college which chalks out various programs to promote the physical, mental , academic and other needs of the women students. - It organises guest talks and group counselling sessions on topics like physical and mental health, problems of adolescence , psycho-social support, self relience, women safety, gender equity ,women rights etc. By inviting expert speakers to promote their physical and mental growth. Craft and embroidery classes, mehendi competition, hair designing classes etc are arranged solely for the benefit of women students . - They are given special consideration while providing some facilities like scholarships and fee concessions . Priority is given to those students who commute from far away places while providing midday meal facility. Medical Aid and counselling Timely medical aid and medical counseling is provided to the students with the help of a lady physician who is running "Padmamba Multi Speciality Hospital "in the local town. Medical check up camp is arranged annually.

Women

Safety Prevention of sexual harassment cell and Anti ragging cells are formed as per UGC norms. College gives special priority for women safety in the campus. The entire campus is under C.C.TV surveillance.

Other facilities:

Sufficient number of hygienic washrooms and toilets.

A ladies rest room with fans, dressing mirrors and cupboards.

Pure drinking water. Conducive work atmosphere to the women staff.

File Description	Documents
Annual gender sensitization action plan	http://www.sacredheartcollege.net/pdf/naac4/7/711b.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

B. Any 3 of the above

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

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

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/naac4/7/712b.pdf
Any other relevant information	**No File Uploaded**

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

A. Any 4 or all of the above

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

7.1.5 - Green campus initiatives include

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

A. Any 4 or All of the above

1. **Restricted entry of automobiles**
2. **Use of Bicycles/ Battery powered vehicles**
3. **Pedestrian Friendly pathways**

4. **Ban on use of Plastic**
5. **landscaping with trees and plants**

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

A. Any 4 or all of the above

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

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

B. Any 3 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..**

- **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.**

- **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	**No File Uploaded**

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

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

A. All of the above

Conduct are organized

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

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

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	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.2 - Best Practices

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

1.Endowment scholarships and financial support : 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. 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.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	**No File Uploaded**

7.3 - Institutional Distinctiveness

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

Sacred Heart college Madanthyar is situated in a rural area of Belthangady Taluk.The Catholic Board of Education established this college in the year 1982 with the objective of giving quality education at an accessible rate to the rural youths. 'Love and Service' is the motto of the institution emblazoned atop the college emblem.We always believe in the dictum, 'An ounce of practice is better than a ton of preaching'. So, the institution started a 'Water Literacy Club'. The club consisted of the members of NCC, NSS, Rovers and Rangers and Youth Red Cross. They were given practical training regarding digging percolation pits, Roof Water Harvesting, Drip Irrigation, Organic Farming.Our students are becoming water literates and are adopting these techniques in their own farms and are imparting their knowledge to other farmers. Through various awareness programs we could put across the idea of integrated water resource management in the area and the significance of area specific and ward specific researches.This has been highly appreciated by media and the public. Students from many colleges, Panchayath officials, agriculturists and officials from agricultural and horticultural department are visiting this place. Many students are doing project works on our integrated water resource management techniques. Many are benefited by the model and we have helped agriculturists to adopt these techniques.

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

There is an academic calendar committee in the college which prepares academic calendar well in advance in conformity with the University calendar of events. The mandatory working days in each semester, the government holidays state, central, regional and local holidays are taken into consideration while preparing the academic calendar. Before finalizing the academic calendar enough care is given during the departmental meetings, IQAC meetings, and staff meetings. Every academic year begins with the general orientation by the Principal, followed by HODs and class teachers about curriculum overview and its transaction, enrolment to ECA, students' council elections and departmental activities Effective curriculum delivery: In order to ensure an effective curriculum delivery our institution follows the following methods The allocation of workload is done according to the competencies of the faculty in the departmental meetings. Time table committee prepares a detailed timetable regarding curricular, Co-curricular, and extracurricular activities and it is made known to the students well in advance through the college calendar, Notice boards. 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.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	Nil

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

The institution has an examination committee that is in charge of continuous internal assessment. Based on the university guidelines the committee conducts two Internal Assessment exams. Preparing the timetable, getting the question papers printed, allotment of invigilation duties, Valuation, and challenge

evaluation, settling the exam-related grievances, conducting re-examinations, if needed, fixing the date of submission of IA marks, and finally submitting the IA marks to the university at the end of every semester are the important functions of this committee. The students are enrolled to various associations/clubs/cells at the beginning of the academic year. Students have to actively take part in various events organized by associations and credits will be offered for their active participation. The academic coordinators inform their respective students well in advance with regard to assignments, seminars, field visits, internships, and other activities. While allotting IA marks in ECA, the performance of the students in the various activities are taken into account. The final IA marks will be submitted to the university before the end of every semester

File Description	Documents
Upload relevant supporting documents	[View File](#)
Link for Additional information	**Nil**

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

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	[View File](#)
Any additional information	**No File Uploaded**

1.2 - Academic Flexibility

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

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

04

File Description	Documents
Any additional information	View File
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)

08

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

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

150

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

60

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

The Institution delivers the curriculum prescribed by the University which is classified into four groups at the UG level -Core courses (Group-I), Electives (Group-II), Ability enhancement courses (Group III), and Skill and value-based courses(Group- IV). Group-II Elective Courses involve courses on supporting the discipline of study, providing an expanded scope, enabling exposure to some other discipline/domain, and nurturing students' proficiency/skill. Group III Ability enhancement courses include Indian Constitution, Human Rights, Gender Equity, and Environmental Studies. During the first four semesters, each student must participate in one of the University mandated co-curricular (Group-IV) activities, such as NSS, NCC, Rovers & Rangers, Youth Red Cross, Sports & Games, Performing Arts and Fine Arts. Through these CC/ECA's our Institution effectively integrates issues relevant to gender equity, human values, environment and sustainability, and professional ethics into the curriculum.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 through their participation in various extension and outreach programmes.Our students are joining hands with the local panchayats in the 'Sampoorna Swachata Andolan', whereby they are contributing to waste management and plastic eradication.

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

03

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

106

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)	No File Uploaded

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/stkfdbk.php

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

440

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

128

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	**Nil**
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
622	**29**

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:

We conduct field visits, Industrial visits, Educational tours, and visits to old age homes, orphanages, historical places, and museums Students are doing internships and project work. Students participate in intra-mural and inter-collegiate competitions, fests, workshops, conferences, and seminars.The various certificate courses offered by the institution give ample opportunity to have first-hand experience in various fields.

Participative Learning:

Students get plenty of opportunities to participate in various classroom activities such as case studies, debates, group discussions, quizzes, seminars, paper presentations, assignments, roleplays, poster making, and brainstorming. IT fests, Commerce fests, and Product launch competitions. The student welfare council, NSS, NCC, YRC, and R&R provide a very big scope for students to participate as leaders, organizers, resource persons and volunteers.Sports and cultural competitions are the other important areas where the students can fully participate and

develop their personalities.

Problem-Solving Methodologies:

The end result of experiential and participative learning is to empower the students to develop problems solving skills. Students learn problem-solving techniques when they confront with practical problems while organizing various programs. Regular assignments, project works, class tests, unit tests, and quiz help the students to inculcate a competitive spirit. The students learn to accept defeat sportively.

File Description	Documents
Upload any additional information	[View File](#)
Link for additional information	Nil

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

The college is well-equipped for the use of the ICT-enabled teaching-learning process

One Interactive panel with Android, Windows, and writing facilities has been installed in the seminar hall.

LCD Projectors are installed in all the classrooms and computer labs During the lockdown due to the pandemic, faculty members took classes online mode in different platforms like Teachmint, Google classroom, Zoom, Google meet, and Screen recorder.

Automation using Collegephins has digitized attendance and the entry of marks Google classrooms and YouTube channels to upload video lectures Provision of Unlimited data Storage through server made available to all staff members and at departments and association level for academic use.

The college library subscribed to the N-List consortium offered by the INFLIBNET centre. This e-consortium provides an opportunity to registered members to remotely access more than6000+ e-journals and 3 Lakhs+ of e-books in place.

Every department is provided with a laptop, desktop, and printer with wi-fi connections to facilitate teachers.

The local chapter of SWAYAM NPTEL

Language departments make use of audio-visual aids like English literature-based movies, dramas, and play to enhance student engagement and understanding.

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

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

2.3.3.1 - Number of mentors

29

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

29

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	[View File](#)
Any additional information	[View File](#)
List of the faculty members authenticated by the Head of HEI	[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

238

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.

The institution has an examination committee that is in charge of continuous internal assessment. Based on the university guidelines the committee conducts two Internal Assessment exams. Preparing the timetable, getting the question papers printed, allotment of invigilation duties, Valuation, and challenge evaluation, settling the exam-related grievances, conducting re-examinations, if needed, fixing the date of submission of IA marks, and finally submitting the IA marks to the university at the end of every semester are the important functions of this committee. Information regarding the evaluation system is passed on to the students through the following means

The orientation programme at the beginning of each 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 in the class.

Internal Assessment marks are displayed on the college notice board before it is sent to theuniversity.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	**Nil**

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

he 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	**Nil**

2.6 - Student Performance and Learning Outcomes

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

The specific learning outcomes of various courses are built into the curriculum of each discipline and are available on the university website. 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. Alumni interaction is arranged in order to reiterate the course outcomes to the students and they share their experiences on how a specific course has helped them to shape their career. 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	Nil
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 ofmethods 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 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.
For the assessment of course outcomes, information regarding the
Placement of students in different educational institutions,
companies, NGOs, and self-employment is 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. The
departments maintain an alumni database, regularly updating
information on their current employment and other endeavours, as
far as possible. Through various outreach and extension
activities, the students are involved in pro-societal activities
which serve as an apprentice training for the students. This
enables the students to achieve programme outcomes. The
compulsory internships in various organisations by the PG
students help them to apply their knowledge and skills of their
respective programmes.

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

2.6.3 - Pass percentage of Students during the year

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

215

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/naac4/6/611a.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/sss2022.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

17

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

0

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

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

4

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

Through the various pro-societal activities, the institution has always tried to improve the wellbeing of the community. The various activities have been sensitizing the students towards the social and environmental issues. By working closely with the society the students have a great opportunity to have first hand experience regarding all these issues. The college through its NCC, NSS, Rovers and Rangers, Youth Red Cross, Nature Club and the students' welfare council works in association with the local organizations like Grama panchayath, Rotary Club, JCI, Women's Club, Enterpreneurs and Merchants club for the extension activities. The extension and outreach activities organized by the college during the yearare: ·

Blood donation camps ·

Self-employment training camps ·

Cleanliness and sanitation drives · .

Street plays and rallies on social evils and environmental issues ·

Pan Card and passport mela ·

Annual special camps of NSS, NCC and Rovers and Rangers ·

Planting saplings in association with department of forest ·

Awareness program on hygiene, preventing the spread of contagious diseases, promoting religious harmony, legal literacy, and conservation of environment.

The involvement in the water shed management programme like Digging percolation pits, Roof water harvesting, Construction of Check dams and Shutting the vents of vented dams have resulted in a drastic improvement in the water table of the area.

File Description	Documents
Paste link for additional information	http://www.sacredheartcollege.net/pdf/naac4/3/341e.pdf
Upload any additional information	No File Uploaded

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

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

11

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

18

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

622

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

10

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

06

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	**No File Uploaded**
Paste link for additional information	http://www.sacredheartcollege.net/pdf/naac 4/4/411a.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	Nil

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

17

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

17

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	http://www.sacredheartcollege.net/pdf/naac4/4/431a.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)

10.80654

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

4.2 - Library as a Learning Resource

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

The library being the store house of books, journals, magazines, news papers and e-Journals, serves as a very important source of information of the institution.

The library has one qualified librarian with one library assistant and two supporting staffs to look after the affairs of library. There is a library advisory committee which meets regularly to allocate the budget for the purchases of the library. Since the beginning the library has Open Access System and partially automated with EasyLib Web OPAC 4.3.3 software. DDC system is adopted for classification and cataloguing services are provided on OPAC. It has 12164 text books, 7116 Reference books, 51000 E-books, 69 Journals/Magazines, 2100 E journals, 150 CD's,

Videos and Daily Newspapers. It has subscribed NLIST/INFLIBNET whereby students and staff get access to enumerable e Journals and e-Books It has a growing collection of reference books, journals and journal back volumes, Dictionaries, encyclopaedias and year books. WIFI connected computers are available in the library and the students and staff can download the required materials. In order to motivate the students to make the best use of the library 'Annual Best Library User Award' is given students every year. To encourage the advanced learners additional books and study materials are issued to them. During exams, text books are issued to the students against minimum deposits of money.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional Information	http://www.sacredheartcollege.net/pdf/naac4/4/421a.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	A. Any 4 or more of the above

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

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

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

0.67

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

225

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 115 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. The college has updated its IT facilities with increasing the number of computers, printers, LCD projectors, online admission process, website and various software's. The teaching and learning process is enhanced through incorporating ICT tools and-resources. The students, teachers and non teaching staff are also encouraged to use various academic and administrative software's The College is optimizing as far as the infrastructural upgradation is concerned. The College has a computer lab with an internet browsing facility. The College uses software including open source software like Linux, Python, Turbo-C and Antivirus for selected systems.25 new computers with new configuration replaced the old systems in the year 2021 and in the year 2022 10

more new systems with high configuration were added in order to update IT facilities

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	http://www.sacredheartcollege.net/pdf/naac 4/4/431a.pdf

4.3.2 - Number of Computers

93

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	**No File Uploaded**
Details of available bandwidth of internet connection in the Institution	[View File](#)

4.4 - Maintenance of Campus Infrastructure

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

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

97.5929

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

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

The 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	**Nil**

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

367

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

60

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/pdf/naac4/frn/512.pdf
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

622

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

622

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

A. All of the above

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

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

32

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

62

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

2

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.

15

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.

File Description	Documents
Paste link for additional information	**Nil**
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

25

File Description	Documents
Report of the event	**No File Uploaded**
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.They have also organised job fairs to provide placement opportunities to our students. 'Shramika Udhyoga Mela' was a mega hit where more than 900 students from various colleges of the taluk got offer letters from various reputed companies.

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

5.4.2 - Alumni contribution during the year (INR in Lakhs)	A. ? 5Lakhs

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

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.

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.

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

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

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.

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	Nil
Upload any additional information	[View File]()

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The IQAC sets the quality parameters for various academic, co-curricular, extracurricular and administrative activities of the college which are in conformation with the vision and mission of the college. The set parameters are deployed through various committees, cells and associations.

The management

There is a local management committee headed by the

correspondent. It plans programs, provides funds, recruits personnel and monitors the administration of the college. As the head of institution, principal is the link between management and the institution. The academic, co curricular and extracurricular activities of the college are looked after by the principal with the help of the faculty members. The IQAC through its regular meetings, interaction with staff council and meeting with HODs, monitors and ensures quality and excellence in teaching learning and evaluation process.

The institution has a perspective plan for development. They are ;

Upgradation of classrooms

Open air auditorium

Upgrading the library resources

Chalking out various activities for the holistic development of the students Strengthening National values by restrengthening NSS and NCC wings.

Creating awareness in current social issues like swatch Bharath, clean and green environment, water harvesting and such social aspect

File Description	Documents
Strategic Plan and deployment documents on the website	[View File](#)
Paste link for additional information	http://www.sacredheartcollege.net/pdf/naac 4/6/621a.pdf
Upload any additional information	No File Uploaded

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

All appointments are made by the management by following the due procedure. 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 recruitment process. The selection process is done on the recommendation of the committee set for the purpose. All the staff are made aware

of the conditions of service, roles and responsibilities, increments, kinds of leave, code of conduct, incentives for achievers etc. The management is taking keen interest to ensure the participation of the staff in improving the effectiveness and efficiency of the institutional process by;

Giving representation to the staff in management council

Recognising the staff during teachers day celebrations for their outstanding achievements and on their retirement.

Giving annual increments and promotion to the staff.

The Principal, HODs and Faculty make up the academic administration of the Institution. Associate Professors, Assistant Professors, Librarians, and Physical Director make up the faculty. The office administration team consists of the office superintendent, SDAs, and support staff. The principal in consultation with staff council forms various committees and appoints coordinators for these committees. The Institution follows the norms set forth by the UGC, the GoK, MU, and the CBE for service conditions and rules

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the Institution webpage	http://www.sacredheartcollege.net/pdf/naac4/6/621a.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	View File
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 to the teaching and support staff. The aided staff are covered under group insurance scheme and the unaided staff are covered by EPF and ESI scheme. Accommodation is provided in the hostels to the needy staff for both men and women. The permanent unaided staff are provided with Earned Leave(EL) facility.

The college has a staff welfare Council headed by a senior faculty. The staff welfare Council has set up 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 reasonable interest rate

Other welfare measures of the institution can be listed below:

Maternity leave with pay to the women staff.

Cash incentives to outstanding achievers

Seed money to the faculty who present research papers in seminars and conferences and providing additional financial assistance for conducting seminars, workshops etc

Felicitating the achievers in public functions.

OOD and special casual leave facility is given to the staff

Fee concession is given for wards of the staff studying in the campus

The college has staff grievance redressal cell for the benefit of the staff

Staff picnic is arranged every year, which is solely funded by the management

File Description	Documents
Paste link for additional information	**Nil**
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

17

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

0

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

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

10

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 in place Performance Appraisal System for faculty and administration staff for overall improvement in quality. We have a cumulative system of performance appraisal of the staff.

Self appraisal- At the end of every academic year teachers are submitting a self-appraisal report in a prescribed format to the principal. Staff appraisal by students is done on a regular basis. Students give their ratings on the various aspects of teaching in a particular format. Principal collects the feedback from the parents as well as alumni on the performance of the staff and the overall facilities in the college. The feedback thus collected by the principal is discussed in the IQAC and the resultant suggestions are communicated to the concerned staff. The performance of the administrative staff are assessed on the basis of their attitude towards stakeholders, colleagues, job performance and pro-activeness towards superiors. The performance of the faculty with regard to teaching and evaluation is also assessed by the heads of the concerned departments during periodic meetings. During the staff council meetings, the principal will also review the performance of the teachers along with various activities conducted in the college.

File Description	Documents
Paste link for additional information	http://www.sacredheartcollege.net/pdf/naac4/6/621c.pdf
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

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

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	Nil
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)

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

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

Our institution has evolved certain strategy for mobilizing funds from various sources. The primary income of the institution is from the student fees. Salary grant of the aided staff is received from the government. The major capital expenditure of the institution is met by the donations from the philanthropists and the contributions by the management. The day-to-day expenses of the college is managed by the specific fees collected from the students. Nominal revenue is also mobilized through the issuance of Transfer and Conduct Certificates, the crediting of bank interest, in-house reprographic services, and the selling of obsolete scrap materials, among other means. Certain projects have been completed from the grant received from the local MLA. The PTA and the Alumni are also contributing to conduct various

activities in the college.

The available financial resources in an academic year are allocated to add physical infrastructure such as classrooms. Provision is also made in the budget for buying new equipment for the laboratories, technical gadgets, teaching aids, library resources, and sports materials. A certain portion of the budget is also reserved for ensuring a continuous supply of power. To ensure the optimal utilization of the allocation of funds there is a committee called the Purchase Committee which takes care of the procurement of all the materials.

File Description	Documents
Paste link for additional information	http://www.sacredheartcollege.net/pdf/naac4/6/641d.pdf
Upload any additional information	No File Uploaded

6.5 - Internal Quality Assurance System

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

The IQAC is the "think tank" of the college. It is concerned with creation, enhancement, sustenance and monitoring 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 All India Survey on Higher Education periodically. The activities of various cells and committees are constantly monitored by the IQAC. The quality strategies and the processes are used to intensify curricular aspects with value added courses and life skill enhancement programs. The institution complies with the University's stipulations concerning the academic calendar, curriculum, teacher quality, student admission norms, working days, student attendance, internal assessment mechanism, physical infrastructure, learning resources, student support, etc.

The important practices of IQAC.

Participation of stakeholders is ensured.

Systematic feedback for improvement is collected, analysed, and used.

Quality benchmarking standards are referred

IQAC has been making continuous efforts to improve the teacher quality and update them to the challenges of the changing pedagogy. It encourages the teachers to participate in the faculty development programs, attend and present papers in seminars and conferences. It also motivates the faculty to take up research work and publish research papers

File Description	Documents
Paste link for additional information	**Nil**
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

The holistic development of the students has been the core concern of IQAC. This is reflected in the effective mentoring and counselling system prevailing in the college. Apart from academic, the students are provided with co-curricular and extracurricular facilities. While preparing the annual budget, separate funds are set aside for such activities. The cultural competitions and programs are arranged regularly by the college for the benefit of the students. The college also sends cultural teams to participate in different competitions conducted by the colleges of the university. The accommodation, food, medical expenses etc are borne by the institution while they represent the college in various cultural and sporting events. The winners at the Inter-Collegiate competitions are felicitated during the annual day celebrations encouragement to hands-on learning experience through internships, adequate capacity building programmes for improving skills and competencies.Continuous review is ensured through the regular meetings of the IQAC with the staff and HODs. The Mou with ICT Academy has enabled the students and the staff to get an exposure to the latest developments in the field of technology. Some of the programs like FDP's, Skill Development, Youth Empowerment /Digital Empowerment, Industry-Institute-Interaction programmes have been highly beneficial. IQAC has been helping the slow and advance learners by initiating appropriate programs for their development and increasing the number of add-on courses.

File Description	Documents
Paste link for additional information	**Nil**
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 recognized by state, national or international agencies (ISO Certification, NBA)

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	**Nil**
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

College takes special care of the women students. There is a " Women and Gender Sensitivity Cell" in the college which chalks out various programs to promote the physical, mental , academic and other needs of the women students. - It organises guest talks and group counselling sessions on topics like physical and mental health, problems of adolescence , psycho-social support, self relience, women safety, gender equity ,women rights etc. By inviting expert speakers to promote their physical and mental growth. Craft and embroidery classes, mehendi competition, hair designing classes etc are arranged solely for the benefit of

women students . - They are given special consideration while providing some facilities like scholarships and fee concessions . Priority is given to those students who commute from far away places while providing midday meal facility. Medical Aid and counselling Timely medical aid and medical counseling is provided to the students with the help of a lady physician who is running "Padmamba Multi Speciality Hospital "in the local town. Medical check up camp is arranged annually.

Women

Safety Prevention of sexual harassment cell and Anti ragging cells are formed as per UGC norms. College gives special priority for women safety in the campus. The entire campus is under C.C.TV surveillance.

Other facilities:

Sufficient number of hygienic washrooms and toilets.

A ladies rest room with fans, dressing mirrors and cupboards.

Pure drinking water. Conducive work atmosphere to the women staff.

File Description	Documents
Annual gender sensitization action plan	http://www.sacredheartcollege.net/pdf/naac 4/7/711b.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	B. Any 3 of the above

File Description	Documents
Geo tagged Photographs	[View File](#)
Any other relevant information	No File Uploaded

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

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/naac4/7/712b.pdf
Any other relevant information	No File Uploaded

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

A. Any 4 or all of the above

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

7.1.5 - Green campus initiatives include

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

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. landscaping 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

A. Any 4 or all of the above

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

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	**B. Any 3 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..

- 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.**

- **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	**No File Uploaded**

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

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	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.2 - Best Practices

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

1.Endowment scholarships and financial support : 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. 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.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	No File Uploaded

7.3 - Institutional Distinctiveness

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

Sacred Heart college Madanthyar is situated in a rural area of Belthangady Taluk.The Catholic Board of Education established this college in the year 1982 with the objective of giving quality education at an accessible rate to the rural youths. 'Love and Service' is the motto of the institution emblazoned atop the college emblem.We always believe in the dictum, 'An ounce of practice is better than a ton of preaching'. So, the institution started a 'Water Literacy Club'. The club consisted of the members of NCC, NSS, Rovers and Rangers and Youth Red Cross. They were given practical training regarding digging percolation pits, Roof Water Harvesting, Drip Irrigation, Organic Farming.Our students are becoming water literates and are adopting these techniques in their own farms and are imparting their knowledge to other farmers. Through various awareness programs we could put across the idea of integrated water resource management in the area and the significance of area specific and ward specific researches.This has been highly appreciated by media and the public. Students from many colleges, Panchayath officials, agriculturists and officials from agricultural and horticultural department are visiting this place. Many students are doing project works on our integrated water resource management techniques. Many are benefited by the model and we have helped agriculturists to adopt these techniques.

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

7.3.2 - Plan of action for the next academic year

1. Conducting Green Audit

2. Gearing Up for the IV Cycle of NAAC Accreditation

3. Extention and Outreach Programmes

4. Add on/ Certificate Courses

5. Strengthing the Sports and Cultural Activities