Yearly Status Report - 2019-2020

Part A	
Data of the Institution	
1. Name of the Institution	**ACHARYA PATHASALA COLLEGE OF COMMERCE**
Name of the head of the Institution	**Dr.Mukunda Naik D M**
Designation	**Principal(in-charge)**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**08026612454**
Mobile no.	**9916910855**
Registered Email	**apscommercecollege@gmail.com**
Alternate Email	**iqacapscc@gmail.com**
Address	**N R Colony, Basvangudi**
City/Town	**Bangalore**
State/UT	**Karnataka**
Pincode	**560019**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Urban**
Financial Status	**Self financed and grant-in-aid**
Name of the IQAC co-ordinator/Director	**Srilakshmi V Kittur**
Phone no/Alternate Phone no.	**08026612454**
Mobile no.	**9880909401**
Registered Email	**apscommercecollege@gmail.com**
Alternate Email	**sreeluvijay@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://www.apscommercecollege.ac.in

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	http://www.apscommercecollege.ac.in

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
2	**B**	**2.16**	**2016**	**25-May-2016**	**24-May-2021**

6. Date of Establishment of IQAC	**09-Sep-2004**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Timely Submission of the AQARs	**21-Sep-2020 1**	**10**
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	NIL	NIL	2020 0	0
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9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	**9**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**No**
Upload the minutes of meeting and action taken report	**No Files Uploaded !!!**
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**

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

• **This was really a very insightful year as IQAC had good number of meeting to understand the methodology of NAAC, • Preparation of Academic Calendar, which was based on the University Calendar of events. • The Composition of IQAC was empowered with appointment of staff as the criteria conveners and framing 7 criteria teams to work on College assessment and accreditation. • Mentoring system was strengthened by having standard format for Mentors approved by the head of the Institutions. • Updating on the college website various college activities on regular basis. • Participation in National Institute of Ranking Framework. • Conducting of various Webinars due to COVID19 from all the departments of the college. • Online classes by the teachers during COVID19 and updating the notes and PPT online.**

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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
Both online and Manual feed backs from	Received online feedback from students

students and parents	and teachers with an approved standard NAAC format
Standard format of Mentoring system	Mentoring system was carried out on regular basis
Regular YOGA classes in college	Yoga is been made a part of curriculum by including two sessions per week
Additional responsibility given to the faculty to counsel the students in their different issues.	seen increase in the number of students in the college activities. The student teacher approach has positively improved.
Hand book on code of conduct	A Hand book on code of Conduct is made available in the college library, departments, office and other places where it is easily accessible to all
Planned for student Intercollegiate Conference of all the departments	But could not be achieved due to COVID-19
Regular meetings on the NAAC Methodology with expertise advice	The Meeting gave lot of inputs on various aspects of assessment & accreditaion
Planned Webinars due to COVID-19	Successfully conducted Webniars from each department of the college
Parents teachers meeting online were conducted	though not a very good response, but happy to see parents showing interest in their wards
Planned for an Alumni meet , and we also the the agenda planned for that	Could not convene the meeting due to PANDEMIC-
[View File]()	

14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2020
Date of Submission	29-Jan-2020
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	Yes our institution has Management Information System about the Students , staff both teaching and Nonteaching. All these information which is managed for the need or requirement of the

college administration work and academic requirement. Every year new set of students data is collected form the neighboring colleges along with whatsapp number of parents and students to update them about the admission process and seat availability. We also follow up on their number for the admissions Once the admission is done , we maintain other Information about the students and parents so as to update the information regarding the various academic and extra curricular activities. This time due to COVID19, we had our respective subject whatapp group wherein the required information was uploaded . Regular zoom/Google meeting platform were used for staff meeting , parents meeting, and other such discussion relating to college. we also have the prominently installed the Notice board and sign board in the obvious places for updates and information. Students Data base, Teachers Data base are also maintained in the college. the Whats App group of different categories are also created to exchange ideas and information like IQAC criteria group, email ids, faculties group, staff group, principals I group by the management to share and update information.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The institutions academic curriculum is governed by the university, while the action and implementation of the curriculum take place under the supervision of the head of the institution. At the beginning of the academic year, a meeting is conducted by the department HOD and Coordinator and the subjects are allotted to each teacher based on their ability and preferences. Each department conducts a meeting in which the syllabus and action plan is distributed among the teachers of the department. The time table committee develops action plans taking into account the objectives of the curriculum, the strength of students and teachers available. The Academic year begins with an inauguration and orientation program for the students. Before the commencement of classes , the department level time table prepared by the time table committee of the college headed by the department HOD and Coordinator, plan to ensure effective and timely implementation of the curriculum through various methods namely, Chalk and talk method, PPT presentations, ICT-enabled teaching-learning method, Use of scientific models and charts for effective lecture delivery, Dictation of class notes by teachers, Conduct of Periodical internal examinations, Group discussion in the class room, Seminars by the student

related to curriculum, Paper presentation by the students, Commerce students are provided with adequate facilities for job oriented platforms , Field work/ project work/ visits and educations tour are conducted regularly. Remedial classes are also conducted according to the requirement Teachers prepare their lecture based on the syllabus assigned to them and the number of classes is decided according to the topic assigned. Classes are held accordingly as scheduled in the time table given by the committee. A bridge course is conducted in the first week of the academic year for the students to preview and recap the previous learning and also to assess the status of their academic knowledge. Inflibnet and a number of Journals are subscribed to the college for the teacher and as well as the students. The college administration always maintains a vigilant eye on the results of the students, departmental proceedings, and the activities held in the institution.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
YOGA	Nil	01/08/2019	2	Employabil ity	Skill Development

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nill	nil	Nill
No file uploaded.		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BCom	Regular	15/06/2019
BBA	Regular	15/06/2019
MCom	Accounts & Taxation	26/07/2019

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	148	Nil

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Foundation Course	15/06/2019	612
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BBA	Regular	17
BBA	Regular/Internships	2

MCom	Accounts &Taxation	47
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Nill
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
At the end of each semester the college collets feedback from the students, teachers, parents and the alumina. The IQAC conducts this process and the structured feedback is obtained on various issues by providing and collecting formats to know the actual facts about the overall functioning of the college and also seeking the suggestions. The IQAC plays a vital role in providing, collecting and analysing the feedback, it has initiated both manual and online feedback mechanism using Google forms. A good number of suggestions and remarks are done, and the feedback system became meaningful only when the analysis is done and corrective measures are taken by the institution. In this process, we know the strength and weakness of the institution. Data gathered in the process is documented, analysed and shared with the administrative staff of the institution and the action is taken. Hardcopies of feedback are given to each department so that each teacher participates in the discussion in the departmental meeting about the feedback. A proposal is made in areas where improvement is required by the departments and Committees to the Governing body of the college.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
MCom	Accounting & Taxation	50	50	40
BBA	Regular	40	50	15
BCom	Regular	350	400	251
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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses

2019	266	40	22	2	2

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
28	25	5	4	10	8

View File of ICT Tools and resources

View File of E-resources and techniques used

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The Mentoring system of the college has created a better environment for the students in the campus. It has helped to bridge the gap between the teachers and students. Every year each mentor is assigned a set of students to guide, and motivate them educationally and personally. With the aid of the particular subject teachers, the mentor is able to identify the student who requires special attention. This intern is brought to the notice of The Principal and the Parents. Our certified Mentor who also happens to be the teaching faculty in the department of commerce will help the students to overcome their difficulties academically and personally, and the data of the guided students are maintained confidentially. Additionally Students documents such as Attendance, test papers, assignments of particular subjects are assessed by the mentor to help the students in providing extra care for which he/she is lacking. The teaching fraternity play an important role in providing emotional and psychological support where required. To maintain a ceaseless communication each mentor has a Whatsapp group, where they are constantly connected. The students are provided with a number of platforms where they can showcase their talents, and the mentors impel them to do so. Every year students are mentored to present research papers, to participate in various activates of the college based on their capabilities. In the Outcome of the mentoring system in the year (2019-20) we have observed a significant improvement in the student's psychological and emotional health. They have come out of their shells and proved their capabilities in number of platform in the Commerce and Management fest, Sports tournaments (inter and intra college) held in the college.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
245	22	1:11

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
23	22	1	7	10

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	NIL	Nill	NIL

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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
MCom	1002	IV	10/10/2020	07/12/2020
BBA	1002	VI	17/10/2020	02/11/2020
BCom	1002	VI	17/10/2020	02/11/2020

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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The University prescribes 30 marks out of 100 marks as internal assessment, along with the evaluation method we have a continuous evaluation process starting right from the orientation program to know the capability of the students. Bridge courses where in tests, PPT presentations and quizzes are conducted in each classroom to make the students comfortable and adapt with the UG level of learning. To know the understanding and familiarity of the subjects surprise tests are conducted by the particular subject teachers. While teaching a subject certain related topics are also discussed involving all students to bring out their thoughts and curtail them towards development. Assignments are given in terms of self-learning, analyzing the case studies and projects and also the teachers initiate work through art. The student's creative ideas are welcomed by the teachers and are motivated further. Students are sent to undertake certain internships and study the working organisations to have a better thought and are asked to submit reports to the mentor. Based on their area interest, we mentor them, to join various committees in the college. NCC, NSS, Sports , Talents day are some criteria to evaluate skills and knowledge of the students which is formally followed.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The institution adheres to the Bangalore City University calendar, also prepares the institutional academic calendar for the semester keeping in mind the Opening and closing dates of the semester. The dates of the internal assessment test and submission of internal assessment marks are planned accordingly, and Activities, programmes, interclass competitions, seminars, FDP's, conferences, and academic forums, etc. are planned in between them. The institutional academic calendar is displayed on the notice boards and regular announcements are made in each classroom to ensure that no student remains unaware of the scheduled activities. The major programmes like National festivals, religious festivals, annual college day, and Athletic meet are adhered strictly. Each committees of the college plan a set of events and scheduled with tentative dates and these programmes are framed with the

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

http://www.apscommercecollege.ac.in

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage

1002	MCom	Accounts & taxation	47	45	96
1002	BBA	Regular	18	13	72
1002	BCom	REGULAR	130	110	85

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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

http://www.apscommercecollege.ac.in

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nill	00	Nil	0	0

View File

3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Nil	Nil	

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Nil	Nil	Nil	Nill	Nil

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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
Nil	Nil	Nil	Nil	Nil	Nill

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	00

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
Nil	Nill

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)

National	Commerce	1	Nill
International	English	1	Nill

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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
English	1
Commerce	1

View File

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Nil	Nil	Nil	Nill	0	Nil	Nill

View File

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Nil	Nil	Nil	Nill	Nill	Nill	Nil

View File

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	Nill	7	Nill	Nill
Presented papers	Nill	7	Nill	Nill

View File

3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Rasthreeya Ekta Divas	NCC/NSS	8	100
Awareness on Avaoiding Usage of plastic	NCC	5	50
Swachh Bharath AbhiyanN	NCC	5	50

skit	NCC	5	50
Sadhbhavana Divas	NCC	25	50
Gender Sensitization	NCC/YRC	6	100
Mega Pollution Awareness	NCC	5	50
Swachh Samaroah	NCC	5	50
Kargil Vijay DivasNN	NCC	5	50
International Yoga Day	NCC	5	45

[View File](#)

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NCC	CM Commendation	Government of Karnataka	Nill

[View File](#)

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Raktha Dan Mahadan	NCC/YRC/NSS/Lions Club	blood Donation1	15	200

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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
Nil	Nil	Nil	Nill

[View File](#)

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Nil	Nil	Nil	Nill	Nill	0

[View File](#)

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Deccan Herald	06/09/2019	Soft Skills Training to our Students,	300

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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
15844375	20014812

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Newly Added
Class rooms	Newly Added
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Newly Added
Seminar halls with ICT facilities	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Others	Nill
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Classrooms with Wi-Fi OR LAN	Newly Added

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4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
Easy Lib	Partially	4.3.3	2004

4.2.2 – Library Services

Library Service Type	Existing	Newly Added	Total
No Data Entered/Not Applicable !!!			

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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content

Nil	Nil	Nil	Nill

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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	49	1	49	5	1	6	43	20	2
Added	30	1	30	0	0	0	0	20	40
Total	79	2	79	5	1	6	43	40	42

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

40 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NIL	Nill

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
4327879	537506	1784291	1189165

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

Library: At the beginning of every year, Orientation Program will be apprehended for first year students to make them conscious of rules and regulations and to acclimatize them with the facilities in the library. Textbooks are issued to the students for 15 days against the Library Card that issued to them at the beginning of the year. Faculties are too issued library book both for teaching as well as reference work. As per the SOP of library, the faculties are encouraged to submit requisition for purchase of new textbooks as well as reference book through an order form made available in the library. Each semester based on student's interests and requirements, books are purchased and latest acquisitions are displayed in a prominent place in the library labelled have ensured that they are maintained in circulation. Library maintenance is enhanced through subscription to NList and providing Periodicals', Newspapers' and Research Journals' subscriptions are renewed. Computer browsing centre is used by students and staff extensively. The library department also conduct various activities like NList FDP seminar to give awareness about various e-resources to faculties and organise Book Exhibition Program to inculcate the habit of reading books to students. Classrooms: regular cleaning contract is entrusted to the outsourced housekeeping team by the management for maintenance of buildings and other facilities. Computer Lab - IT labs is functioning efficiently with the broadband speed of 20 Mbps. They

are used primarily by students as per schedule. Computer hardware maintenance and Purchase is as per the central in-house system administration. Available computers are distributed in departments office and library for computers are connected through LAN and with high-speed internet facility with upgraded anti-virus. Sports-facility The college ground is used for athletics and traditional sports and cultural events. Old equipments and accessories in sports department are weeded out as per recommendations received from Sports department and under the supervision of administration. New addition of equipments and accessories at sports departments are made as per students' needs Other facilities: There is an air conditioned conference hall and auditorium where seminars/workshops are conducted. Xerox, machines, projectors and amplifiers are maintained under Annual Maintenance Contract (AMC). Water purifiers is available on ground floor and they are covered under AMC. AMC covers the generator, CCTV cameras, and air conditioners. Electrical fixtures and fittings are replaced or repaired as and when needed. Housekeeping department caters the cleaning and housekeeping activities.

http://www.apscommercecollege.ac.in

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Fee Concession from Institution for Meritorious Student, BBMP, SC, ST, Karepass, Vidya Siri, Meritorious Award	171	802556
Financial Support from Other Sources			
a) National	NIL	Nill	0
b)International	Nil0	Nill	0
View File			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Soft skill Development	11/11/2019	150	Deccan Herald Personnel/College faculties
Personal Counselling mentoring	05/08/2019	601	Class Teachers Mentors
Yoga Class	18/07/2019	210	In-house Yoga Instructor
Remedial Classes	Nill	612	College Faculties
Bridge Course	16/07/2019	260	All faculties of our college
View File			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year						
Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2019	Departmental guidance activities related to career counselling and mentoring	135	135	Nill	40
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 5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
13	9	15

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
Nil	Nill	Nill	Nil0	Nill	Nill
View File					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2019	33	B.COM BBA	Commerce Management	College Affiliated to Bangalore University Other univesities	PG-Commerce,PG-Management ,
View File					

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
No Data Entered/Not Applicable !!!	
View File	

| 5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year ||||

Activity	Level	Number of Participants
Volley Ball	Intercollegiate Level	80
College Inter Inter department Sports	Inter Departmental Inter Class competition	601
cultural Activities	Inter Departmental Inter Class competitive	601
Talents Day	College (College Campus)	601
Teachers Day	APSET Group of Institutions	1200
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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	Nil	Nill	Nill	Nill	Nill	Nill
[View File](#)						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Thought not in the name of the Student Council but as the student representatives of the college in various activities of the college has a great impact of the personality of the student. Right from election and selection of the students as class level representatives to their representation in various events of the college is a common practice of the college. NCC, NSS and YRC Units have their Cadets/Volunteers leading the team and planning the activities of the respective Units their decision and opinion are considered on high preferences and regards as they project the core need and requirement of the student development. In the Cultural Committee each event is headed by the student representative who designs, charts and set the events without any discrimination of any kind or situations and upholding the respect and dignity of the committee and college. Sports enthusiastic students represents the department of Physical Education with great spirits and enthusiasm both in the outdoor and indoor activities. All this representatives are not only REPRESENTING within the college but also participating in outdoor activities at University Level, State Level and National Level. The Ultimately we try to develop the Leadership skills, Confidence and Interpersonal Relationship qualities of the students.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

0

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

Two Meetings were held in the college, and had planned for Alumni Association gathering too, but due to Pandemic it was cancelled.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The College Committees are formed at the beginning of every academic year with a minimum of 5-8 members in each committee headed by a convener and the Principal will be the Chairman of each committee. There are 20 such committees in the college. The committee has to plan the activity by framing its Calendar of Events in the committee meetings in the presence of the Principal for the year and implement the same with minor changes if required. The execution of the planned events and activities is the utmost responsibility of the committee. The students are also involved. The Principal in turn will obtain the permission/approval from the Management and executes the plan once approved. Each department will be under the control of the Principal, like academics, sports, cultural, NCC, NSS YRS, Library, administration etc. Each department will report to the principal and he takes approval of the Management where ever it is concerned the involvement of the Management and at times he uses his discretionary powers to address the issue. But the whole thing will be very much in the ambit of the VISION and MISSION of the institution. Any activities from the respective committees will be with the support and approval of the Management, The Management authority will be present in the programs or the the activities organised .

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Admission of Students	Every academic year the admission committee under the supervision of the Principal admit the eligible students into our college. We give preferences to the students of our own group of institutions that is students from APS PU college. The admission is purely according to the vision of the Founder of our Institution There are fees concession, reservation category and sports quota, are also taken into consideration. Financial benefits are also given to the meritorious and needy candidates. Oral publicity, newspaper publication, hoardings and pamphlets are used to attract admission. this time we had also been to the neighborhood PU Colleges and got the

	students to our colleges and saw a good increased percentage of students.
Industry Interaction / Collaboration	Due to COVID Pandemic not much activities could be conducted.
Human Resource Management	our college being the Grant-in-Aid college we have both UGC Faculties and Management faculties .the Vacancies at the Management level is taken care by the Management and all the appointment and HR related policies are framed by the Management, like leaves, salary, and other such thing.
Library, ICT and Physical Infrastructure / Instrumentation	We do have inflib Net and N-List facilities in the college though not very active users. The Library, has good collection of books for all genre of readers, digital library is also active.
Curriculum Development	Curriculum is basically designed by the Bangalore City University to which we are affiliated to. Based on this the college develops its curriculum by involving students into various activities constituted in the college as extra and co-curricular activites. this also carries marks as prescribed by the University like NCC, NSS, YRC, sports , cultural and other such activities. Students are motivated to join such committees that they are interested in.
Teaching and Learning	Apart from conventional chalk and board method of classroom teaching we have lot of other methods adopted. PPT Presentation both by the faculty and students is a very positive trend in the college. ICT Enabled classroom has made teaching and learning more effective. The skill development of public speaking, presentation skills, communication skills and body language etc. are concentrated more. Learning through industrial visits, Project work, seminars, Guest lectures, field visit like dramas, banks etc are organised for learning. Assignments, artwork, wall paper display, poster making on the subject matter are also initiated in the college. quizzes are conducted in the classes and students are randomly chosen to give their understanding of the topic that are discussed in the due course
Examination and Evaluation	? Examination and Evaluation As per the University Standardised practices in semester examination are followed by

	the college. Internal Assessments, assignments, class test to bring in more confidence among the students and giving the feedback to the students after the evaluation of the same. Along with common practice of written examination conducted by the University inputs will be given on how to crack the competitive exams/ aptitude tests through soft skills training. M.com and BBA students are also trained to write project work by the assigned guides who will guide them to do their project work and attend Vivo-voce confidently. Seminars, class test, students solving the problem on the board quiz, presentation are used as a part of continuous evaluation. Most of the faculties are also part of University Board of Exam, question Paper setters, external evaluators in the vivo-voce. The college examination committee looks into the smooth conduct of the exam by planning the necessity steps and actions like payment of examination fees online before the prescribed date, admission tickets, seating plan, invigilators diary etc., this time it was not the normal course of examination and evaluation, college exam committee did conduct online internal assesments and university exams were only for the final year students and the first two years were promoted without the examination based on their internal marks allotted by the respective subject teachers
Research and Development	Criteria 3 of the NAAC accreditation -Research, innovations and extension. has conducted many webinars, many of our faculties have cleared their NET/SLET exams, has also got involved in writing text books and books . Some of the faculties have also registered for Ph.D and few of them were awarded with Doctorate

6.2.2 – Implementation of e-governance in areas of operations:

E-governace area	Details
Planning and Development	Implemented SMS System for dissemination of information including regular notice to all stakeholders
Administration	We have both centralized and decentralized administration set up wherein the Management and Principal are the authorities in administrating the college affairs.

Finance and Accounts	Maintenance of college accounts through Tally and ERP The Accounts superintendent reports both to the Management and head of Institution in this regard. Internal and external auditing happens on a regular basis
Student Admission and Support	Students are in constant touch with the mentors through the official WhatsApp group and the admin staff will be assisting the students in the same.
Examination	As per the Bangalore University and Bangalore City University norms exams are scheduled at the end of every semester. The Examination Committee of our college under the Principal's super vision conducts the exam. Online payment of exam fees with the assistance of the examination committee Along with external semester exams we also conduct 2 Internal .assessment wherein the question paper set by the faculties are mailed to the exam committee mail.id.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
Nill	Mr. Rajumuthu D	National Conference	Don Bosco Insititute of M anagementStudie s and Computer Applications	Nill
2020	Dr.Mukunda Naik	National Conference	Don Bosco Insititute of M anagementStudie s and Computer Applications	Nill
2019	Ms.Akshatha K1500	National Seminar	R C College of Commerce and Management	1500
2019	Ms. Suneetha S D	National Conference	Jain College	300
2019	Ms.Suneetha S D	National Conference	St. Josephs Evening College	Nill
2019	Ms.Shilpa V	National Conference	Don Bosco Insititute of M anagementStudie s and Computer Applications	400

2019	Mr. Lohith R	National Conference	Don Bosco Insititute of M anagementStudie s and Computer Applications	400
2019	Ms. Srilakshmi V Kittur	National Seminar	R C College of Commerce and Management	1500
2019	Mr. Arjun V C	International Conference	VET First Grade College	Nill
2019	Ms. Srilakshmi V Kittur	National Seminar	National College	1000
[View File](#)				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	Orientat ion Program	Orientat ion Program	26/07/2019	26/07/2019	102	30
[View File](#)						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
IPR for spurring Innovation and Creativity	1	20/12/2019	Nill	1
Training programe for College YRC Program Officer	1	30/08/2019	31/08/2019	2
Workshop of NIRF Ranking Focus on Data Capturing System for Higher Education Institution	1	11/11/2019	Nill	1
Workshop Series on the	2	16/06/2020	20/06/2020	5

Counselling Skills for Educator				
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
4	19	9	8

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
APS Employee's Society	APS Employee's Society	---

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The institution has a mechanism for regular internal and external audit. We have our own internal audit mechanism where internal audit is an ongoing continuous process in addition to the external auditors to verify and certify the entire Income and Expenditure and the Capital Expenditure of the Institute each year. We do conduct internal and external financial audits where in the Management Accounts section team visits our college for internal Auditing. Yearly twice external auditing is also done and the auditors come from Chartered Accountant's office approved by the Management. The same is also discussed in GC Meeting.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
No Data Entered/Not Applicable !!!		
View File		

6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Local Inspection Committee	Yes	Heads of the Department and Syllabus Committee Feedback from the Students
Administrative	Nill	Local Inspection Committee of the of the Bangalore City University	Yes	Management

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

In the parent's teachers meeting the parents are encouraged to attend and express their views about the college/faculty the students. In which the parents communicating views which the students feel hesitant to communicate directly to the teachers about the college and the department The fresh batch of every academic year it is mandatory that the ward has to be accompanied by at least one parent/guardian and an orientation will be given to them. The concerned departments will have one on one dialogue with the parents of the ward who needs special attention and support.

6.5.3 – Development programmes for support staff (at least three)

Nil

6.5.4 – Post Accreditation initiative(s) (mention at least three)

Creating awareness among students and staff IQAC concentrating on the compliance of the previous NAAC report. Research oriented encouragement for the staff, some staff has cleared NET/KSLET and Ph.D and some of them have registered for PH.D.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	Yes
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Orientation program on new NAAC Methodology	26/07/2019	Nill	Nill	132
2019	sessions on the prepration of COs/POs	Nill	Nill	Nill	Nill
2019	sessions on maintaining documents and related issues	Nill	Nill	Nill	Nill
2019	Hand Book on College Code of Conduct	Nill	Nill	Nill	Nill
2020	Regular Yoga classes	Nill	Nill	Nill	Nill
2020	Feed Back from Students and	Nill	Nill	Nill	Nill

Parents as per NAAC format					

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Gender Equity	31/07/2019	Nill	84	66
Child Sexual abuse	12/10/2019	Nill	116	54
National Unity Day	02/11/2019	Nill	70	50

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
The institution is conscious of its responsibility towards the environment and has put in place mechanisms to reduce the use of paper, water and power. we have a proposal to the Management about the installation of Solar Power Panels, and activate the existing Rain Water Harvesting system

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	No	Nill
Provision for lift	No	Nill
Ramp/Rails	No	Nill
Braille Software/facilities	No	Nill
Rest Rooms	No	Nill
Scribes for examination	Yes	4
Special skill development for differently abled students	No	Nill
Any other similar facility	No	Nill

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff

| 2019 | Nill | Nill | Nill | Nill | Nill | Nill | Nill |

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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Hand Book on code of Conduct to all the members associated with the college	Nill	A Hand Book on Code of Conduct is prepared, it gives detailed rules and regulation to all the People associated with our college , right from the students, staff, IQAC Coordinator, Committee Heads, Principals, Non-teaching staff, parents which is on the base line of the University Management

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Sadbhavana diwas	20/08/2019	Nil	50
Bhagath singh Birthday	26/09/2019	Nil	100
International Yoga Day	21/06/2020	Nil	25

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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

The Institute has always been interested in making its campus more environmentally conscientious and takes necessary measures to promote consciousness, preservation and protection of the environment. Ban on usage of Plastic , restriction of limited vehicles in the campus to avoid pollution, we had a very neatly maintained garden and greenery but due to renovation work in the campus there is a disturbance to the greenery soon it will be rectified. Recognition of available plants and naming them. conducting activities to promote awareness on Eco-friendly atmoshpere.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Establishment of Theater Club -Acharya Rangatranga Narmadabai Kannada Forum Study Center of Karnataka State Open University

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

http://www.apscommercecollege.ac.in

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Activities conducted by the NCC,NSS and YRC Units of the College is commendable, NCC activities both at the state and central level wherein students participated in various camps and parades. Lot of awareness activities

were conducted by the above mentioned 3 Units (NCC,NSS YRC) by collaborating like blood donation camp, Traffic Week, Drug Abuse Awareness programs etc., Department of Kannada also started with a new initiative to encourage and faculties from all the departments of the college to showcase their interest of native language by organizing different activities like-Book reviews, Kavi Ghoshti, Talk shows and guest lectures.The Theater Club under the Banner of APS Rangataranga had also started with a drama training session through drama practice. Monthly activities like story telling, quiz, presentations and book reviews, guest lectures have become a regular features.

Provide the weblink of the institution
http://www.apscommercecollege.ac.in

8.Future Plans of Actions for Next Academic Year

1.Aiming at striving excellence, we want to make an holistic development in par with the requirement of the day. 2. Entrepreneurial Development Program will be on the top of the priority list. 3. Preparing the students to face any situation by developing their emotional, intelligence and spiritual quotient by conducting such programs and sessions to build their core personality. 4. We are in the digital world today everything from classes to submission of assignment, webinars, test, assessments are online whether the situation forced us into the digital world or it is a fact of the permanent world 5.we want our students and stakeholders to update and utilize it to the maximum level. 6.Teachers are given more scope and encouragement to develop their research related progression. 7.They are encouraged to be a part of University offices as Board of Studies, Board of Examinations, and other such activities. 8. we want more and more Diploma/Certificate courses to be introduced to our students. 9. Strengthening Alumni Base 10.strengthen the Feedback system of the Students, Stakeholders, teachers and Alumni