



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution	Acharya Pathasala College of Commerce
Name of the head of the Institution	Dr.D M Mukunda Naik
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.	080226612454
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
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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	18-Jan-2019 1	10
Feed back of the students	29-Mar-2019 1	210

IQAC Meeting	28-Mar-2019 2	23
Involving the faculties in the AQAR preparation: Criteria Wise	17-Dec-2018 2	30
Meeting of the IQAC with student members	31-Oct-2018 45	13
Meetings of the IQAC	28-Aug-2018 2	30
Preparation of the Academic Calendar	24-May-2018 1	23
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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	2019 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 :

4

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)

Making the teachers acquainted with the New Accreditation methodology Preparation of Academic Calendar keeping the University Calendar as base Made arrangements for sending important notifications through SMS to students, parents and staff of the college regularly. Formation of 7 different Criteria committees, so that all the faculties are involved in the quality enhancement of the institution. Final AQAR is prepared with the final approval of all the Criteria Committees approval. New college website <http://www.apscommercecollege.ac.in> Yoga Classes is been made

a part of Curriculum by appointing an in house yoga instructor students are given training in Tally and GST Certification courses

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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
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.
Yoga Classes	Yoga is been mad a part of curriculum by appointing an in house yoga instructor.
Add-on Certificate Courses	students were given training in tally and GST Certification Courses.
Timely submission of related Documents by the various college Committees	concerned Committees submitted the documents, reports and information on regular basis.
Organising events and activities by various committees of the college	Events and activities were organised involving students and faculties and the Report of the same is submitted along with the photos
Both online and Manual feedbacks from students and parents	Received online feedback from students and teachers with an approved standard NAAC format
Placement activities- career counselling sessions , soft-skill training	Special lectures from the resource person for the counselling and soft skill training were given to the students given to students as far as career guidance is concerned
sending important notifications through SMS to students, parents and staff	Better intimation of notifications of the college and to parents and students

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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
Governing Body	31-Jan-2019

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

Yes

AISHE:	
Year of Submission	2018
Date of Submission	22-Feb-2019
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	SMS Gateway to send important notifications to different stakeholders of the college. Whats app group of the faculties, students, mentors and members of the Bangalore University to exchange ideas and information. Notice Board and sign board are prominently installed in the college campus. Installation of the Notice board in the class rooms. upgradation of the college website with special importance to information system. Students Database Management System. Students Admission Management System. Students Attendance Management system. Students Internal Assessment Management System. Students Placement Management system TimeTable Management System Library information and management System.

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

While the academic curriculum and its calendar are governed by the Bangalore University. At the beginning of the academic session, the teaching staff are allotted the subjects in the subject allotment meetings based on their preferences and ability by the Hods and Coordinator. Departmental meetings are held in every department in which the topics in the syllabus are distributed to the teachers after discussion with them. The college Time-Table committee meticulously develops action plans taking into account the objectives of the curriculum, the number of teachers and students and infrastructure available. The college starts the academic year with an inauguration and orientation program wherein the details of curriculum is given to the aspiring students. Before the commencement of the academic year, the Department Level Time Table Committees of the college headed by the department HOD, Coordinator plan and ensure effective and timely implementation of the curriculum through infrastructural planning in terms of aspects such as number of classrooms, classroom with ICT facilities, availability of books for reference and academic resources. Number of classes for each topic is decided according to the syllabus assigned to each topic. Teachers prepare their lectures according to the syllabus allotted to the classes available. Classes are held accordingly to the schedule given to each faculty. Usually the chalk and blackboard method is

used for the most of teaching sessions and in some classes the ICT enabled teaching -learning method is used. The first week of classes is dedicated to the Bridge course wherein the faculties are supposed to give recap of the previous year learning and also to know the academic knowledge status of the students. a Good number of journals are subscribed by our college. Inlibnet facility is available for teachers and also to the students. Various classroom teaching methods based on various needs of different subjects are regularly used for the effective delivery of the curriculum. Project work, dissertations, PPTs, Quiz, reading sessions assignments, seminars, workshops and discussion are conducted based on which evaluation of the students at the class levels are done. Regular class test, Internals University Level Examinations are conducted. Remedial classes are conducted according to the requirement. Departments maintain the records accordingly. College administration also keeps a vigilant eye on the results, departmental proceedings, results, at the end of the Semester the feedback of the students and stakeholders are taken and analysed.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Communication Skills	Nil	29/10/2018	30	Employ ability	skill Development
Tally with GST	Nil	10/12/2018	60	Employ ability	Skill Development
GST	NIL	10/10/2018	60	Employ ability	Skill Development
Yoga	Nil	26/10/2018	2	Employ ability	skill Development

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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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		15/06/2018
BBA		15/06/2018
MCom		08/08/2018

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

	Certificate	Diploma Course
Number of Students	553	0

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
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Tally /Gst	10/12/2018	64
GST	10/10/2018	95
Yoga	26/10/2018	180
No file uploaded.		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
MCom	Project work	39
BBA	Internship	6
BBA	Project Work	25
No file uploaded.		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	
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
<p>In every semester the college has mechanism to collect feedback from the students, teachers, parents and alumina. All this year only the students manual feedback was collected. The IQAC of our college has initiated both manual and online feedback mechanism following the format prescribed by the NAAC. In this regard the teachers feedback, parentss feedback and alumina feedback are collected using the google feedback form and the interpretations and the analysis generated will be later discussed in the staff meeting and to take any further actions. The different areas where improvements are required are discussed in respective committees or departments. the proposals given by the different committees and departments are discussed in Governing Body of the college for necessary action. Strengths of the college are also taken into consideration for further up gradation.</p>

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	49
BBA	Regular	40	22	22
BCom	Regular	350	179	174
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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
2018	196	49	22	1	3

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	Number of smart classrooms	E-resources and techniques used
22	12	8	5	0	3
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)

We have a mentoring system in our college. Every academic year two teachers are nominated to each class and sections, which are in turn the sole authority to mentor those set of students. Any teachers who are handling that class comes across or recognizes any such students whose: Understanding capacity is not normal or even if it is average Behavioral issues Who abstains himself regularly from the class Shows no interest in any of the activities in the class or college Parents who themselves comes and tells to give special attention or consideration. Will be brought to the notice of the respective class mentor either in staff meeting or departmental meeting or sometimes personally during the lunch hour chats. In turn the mentor take required action by discussing with the students, parents, Principal or any concerned teachers. We have a certified Mentor who also happens to be the teaching faculty in the department of Commerce who will be involved to sort out the issue if any or guide the referred students for his well being. Where in the certified counsel maintains a confidential record of the same. There are documents which are used to gauge the performance and behavior of the students like, Attendance, test papers, marks, assignment submission etc. A Whatsapp group of each class wherein the mentors are the part of the same. The biggest challenge of the mentoring system is decrease in the drop-out rates of the college due to shifting of students from day college to evening college, financial constraints and family pressure. To overcome this constraint, teachers sometimes suggest students to provide the list of difficult questions and problems faced by them and where ever it is feasible the college tries to solve the issue with proper guidance and inputs. Students are also mentored to present research papers, to participate in different activities of the college based on their mental, Physical and talent capabilities. Outcome of the departmental mentoring system in the current year (2018-19) 1. Significant improvement in the teacher-student relationship has been observed. 2. Students have participated and presented papers in national seminars. They have also won prizes in dance competitions, quiz competitions, debates and other similar contests organized by external agencies. 3. Students have been placed in other prestigious institutes for higher studies. 4. Students have shown outstanding performance in sports tournaments. College has been declared as champion in different events of intercollegiate championship.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
245	23	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	28	0	7	7
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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
No Data Entered/Not Applicable !!!			
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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
BCom	AB 1002	VI	04/05/2019	19/07/2019
BBA	AB 1002	VI	04/05/2019	21/07/2019
MCom	AB	IV	15/06/2019	08/08/2019
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Along with the prescribed university methods of evaluation there are other continuous evaluation done to know the mental capacity of the students: Evaluation start right from the Orientation program in the beginning of the academic year in which general evaluation is done. Bridge course where in tests and quizzes are conducted in the classrooms and also understand what method they adopted and easy for them to proceed with the UG levels, like classroom teaching, PPTs etc. syllabus and the contents are discussed with the students and in turn during the discussion session we try to evaluate students understanding and familiarity of the subject. surprise tests are conducted by the subject teachers to evaluate their understanding level. Once the students get accustomed to the college environment and new semester they are asked to give PPT or oral presentation on the topic which could be of students interest or related to the subject depending on the teachers discretion. Many a times during the class hours the related subject topic will lead to general discussion involving almost all students and the discussion shows their interest and understanding level and their expectations. topic related art work, posters or games are initiated in the class Many students would be interested to use chalk and board to solve the practical related problems and show their level of understanding to their peers and teachers. This is happily welcomed by the respective teachers. Based on their continuous internal evaluation process we mentor them to join different committees formed in the college. Talents day, sports selection for different games, NCC, NSS are the other criteria to evaluate the skills and knowledge of the students which we follow in very formal way.

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

The institution is affiliated to Bangalore University/Bangalore Central University. We adhere to the university calendars basically. we also have our Consolidated calendar of events prepared before the beginning of the academic

year keeping the University calendar, as base. We usually plan certain events with tentative dates are given to the events and activities many a times there are changes in the calendar of events and the schedule of the program due to unavoidable circumstances. But the National Festivals and other religious festivals are scheduled and performed on the prescribed date. Each committees of the college have their own set of events planned and scheduled for the year with tentative dates and months of the events schedule. This is framed in consultation with the Principal in the respective committee meeting. Some they give a rough budget of the events.

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
Masters	MCom	Accounts & taxation	39	39	100
General	BBA	Regular	25	17	68
General	BCom	Regular	189	169	89.41

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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
Any Other (Specify)	00	NIL	0	0

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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	22/06/2019

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	22/06/2019	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	22/06/2019

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
00	00	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	0

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	Kannada	5	5

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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
Nil	0

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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	2018	0	0	0

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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	2018	0	0	00

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	2	9	4	0

Presented papers	2	6	0	0
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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
College NSS Camp	NSS	5	60
Swatch Bharath Abhiyan	NSS NCC Units	5	90
Anti Tobacco Awareness Program	NCC	3	48
Mountaineering Expedition camp	NCC	0	1
Blood Donation camp	With Lions Club- NCC,NSS	5	75
Traffic Awareness	Bangalore Traffic Police Department	12	80
Kargil vijay Diwas	NCC	5	48
International Yoga Day	NCC	1	25
Save Girl Child	NCC	10	70
Move On - Dont stop Higher Education	Women Empowerment Cell	5	100

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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
Nil	Nil	Nil	0

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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/Agen cy/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Arogya Bhagya	NCC	International Yoga Day	1	25
Beti Padao Beti Bachao	NCC/Women Empowerment Cell	Save Girl Child	10	70
Move On-Dont stop	YRC/Women Empowerment Cell	Higher Education a must for girl	5	100

		child		
Expedition	ASC Center	Mountaineering Expedition Camp	0	1
Raktha Dana Mahadana	Lions Club	Blood Donation	5	75
Join Air Force	1 Air NCC	Thal Saink Camp	0	1
Swatch Bharath	BAAC Bangalore B Group	Swatch Bharath	5	90
Swatch Bharath	NSS	Awareness Camp in Rural Area	5	60
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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	00
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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	01/06/2018	22/06/2019	00
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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	02/08/2018	Soft Skills Training-Publicity in the Newspaper	80
Moon Computer Training Centre	26/10/2018	Certification course on Tally with GST	64
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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
16485375	189149154

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Classrooms with Wi-Fi OR LAN	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Seminar halls with ICT facilities	Existing
Classrooms with LCD facilities	Existing
Seminar Halls	Existing
Laboratories	Existing
Class rooms	Newly Added
Campus Area	Existing
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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 partially)	Version	Year of automation
Easylib	Partially	4.3.3	2004

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	20757	954508	124	25302	20881	979810
Reference Books	1441	0	0	0	1441	0
e-Books	3160809	5900	0	0	3160809	5900
Journals	22	40509	0	0	22	40509
e-Journals	6293	5900	0	0	6293	5900
CD & Video	79	0	0	0	79	0
Library Automation	1	21240	0	0	1	21240
Weeding (hard & soft)	19499	986024	0	0	19499	986024
Others (specify)	3	40758	66	0	69	40758
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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	22/06/2019

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	0
Added	0	0	0	0	0	0	0	0	0
Total	49	1	49	5	1	6	43	20	0

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

20 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	Nil

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 incurred on maintenance of physical facilities
255265835	818201	33386163	226373

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)

Physical facilities like classroom- Regular cleaning contract is given for outside agency for maintenance of buildings and other facilities, cleaned by housekeeping team. Campus cleaning is entrusted to the outsourced housekeeping team by the Management. In addition, in-house IT Division helps in maintenance of computers and LCD facility. Central Timetable is designed in such a way that there is maximum utilization of infrastructure and classrooms. Academic-Library- Annual maintenance contracts are done for the software used in the library. Easy Lib Software used for maintaining books and to assess e-content. Proper Ventilation is provided and cleaning is done. Pest control is carried out to increase the life of valuable resources of Library. Furniture and fixtures are repaired as per the requirement centrally. Book exhibition are conducted every semester the staff suggested books are added to the library. Open access is given to students to have effective referencing and exploring of new books. Computers are provided to assess e-content. Computers in-house system admin carry out maintenance and support. Regular up gradation is carried out for softwares and computers. Available computers are distributed in departments, office, and library for computers are connected through LAN and with high-speed internet facility and with upgraded anti-virus. Sports-facility is provided with regular maintenance and for sports equipment, materials from experts in the field. Exclusive playground of 4acres is given to students to hone their skills. Sports materials are issued to the students for practicing and in the intercollegiate and inter class competition. Stock check is conducted in every

academic year.

<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, Vidyasiri, Meritorious student award	285	2062340
Financial Support from Other Sources			
a) National	Nil	0	0
b) International	Nil	0	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
Bridge Course	19/07/2018	196	College Faculties
Remedial Coaching Classes	05/11/2018	50	3 Departments
Remedial Coaching Classes	02/05/2019	60	All Departments
Yoga	26/10/2018	180	In house Yoga certified trainer
Personal Counselling Mentoring	25/10/2018	659	Class Teachers Mentors
Personal Counselling Mentoring	23/04/2019	659	Class Teachers Mentors
Soft skills Development	28/01/2019	367	Deccan Herald College faculties
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 passed in the comp. exam	Number of students placed

2018	Departmental Guidance activities related to career Counselling and mentoring	300	300	0	172
View File					

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
30	24	30

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
9	260	8	15	220	154
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2018	75	B.Com BBA	Commerce Management	College Affiliated to Bangalore University other University	PG UG
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
SET	0
SET	0
SLET	0
GATE	0
GMAT	0
Any Other	0
View File	

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

Activity	Level	Number of Participants
Tug of war	Intercollegiate Level	100
College Sports Day	Inter Departmental Inter Class competition	659
Cultural Activities	Inter Departmental Inter Class competitive	659
Talents Day	College (College Campus)	659
Teachers Day	APSET Group of Institutions	1000
Group Dance Competition	Intercollegiate Level	11
Solo Dance	Intercollegiate Level	1
Face Painting	Intercollegiate Level	1
Photography	Intercollegiate Level	1
key Board	Intercollegiate Level	1
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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	Aghast 2019	National	0	1	C1810123,, C1810150,C 18110004, C1810157, 17ABC41135 C1810170,	Mr. sachin K,Vishnu S imha.,Srilaakshmi S , Aishwarya R, Tulasi, Vinay K,
2019	Adhira 2019	National	0	2	C1810018,C 17ABC41042 18180138,C 18180123, C1810004, C18100040, 17ABC41042 , C1810042	Bhuvana, S Pavithra hashank, Sachin, Aishwarya, Divya B H Pavithra, Gagan M V
2019	Kalarav 2019	National	0	2	17ABC41088 ,17ABC4100 9,17ABC510 16, 17ABC4 1111, 17AB C41002, 17 ABC41042, 17ABC26608	Bharath R, Harshith P, Deeksha B H, Naveen Kumar, Venkat Koushik B S, Pavithra A, Manu H R

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

At the beginning of every academic year the selection and election of Class Representatives will be held and they in turn will be given the charge of their respective class to initiate students to participate in various activities of the college. This Set of CRs are the student council of our college though not formal nomenclature. The college would have constituted various committees which will have set of faculties as the team of each committee the students are nominated as per their interest in such committees and they are the student council of such committees along with faculties. The student council will coordinate the events that are assigned to them by the committee. The student council ensure that right information is given to their peers regarding the happening of the event and student's initiation. Whether, sports, cultural, NCC, NSS, YRC, academics or departmental activities the students under the guidance of the respective committee will take active part and ensure that the information is reached to the whole college without any misunderstanding. The CRs of the class are also responsible to see that all the important information like payment of exam fees, internal assessments, change in class schedule and any online registration is conveyed to their respective classes. They have a WhatsApp group involving their class mentors to convey the message/information and sometimes orally too. To sum we are proud to see our students organising skills and leadership skills in the college.

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 :

00

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.

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

Partial

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
Curriculum Development	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.
Teaching and Learning	Our placement cell has a very good rapport with the industries, every year reputed industries visit our campus to fetch capable students of our college. The companies are from different levels and genres, multinational, national state and local set ups visit for the recruitment purpose. Regular Industry visits of BBA and M.Com which is mandatory to various industries like tea estates, Toyota, paper industries are regular part of the curriculum
Examination and Evaluation	? Human Resource Management Our college has both aided and Management paid faculties, every year the vacancies are updated to the UGC and Management and based on the requirement the procedure of recruitment starts. As far as Management faculties are concerned the announcement is made in the daily newspapers and walk in interviews are held and the candidates are selected based on their performance in the interviews, demonstration class and their profile. The faculties so appointed and the faculties present have to abide by the code of conduct and other such procedures of the college. The schedules like time table, syllabus etc. are given to them The Faculties have to submit the lesson

plans, to IQAC. They have to regularly maintain work diary and other documents of their responsibility. Their performance is reviewed by the principal along with IQAC based on their subject result and student feedback.

Research and Development

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.

Library, ICT and Physical Infrastructure / Instrumentation

The college has Research and Development cell for promotion of research work, the cell also encourages faculties and students to present papers. As far as Research is concerned our faculties and in fact students also has lot of interest in pursuing the research oriented work and there is representation, in such works also. We exchange information relating to research activities organised in other colleges. Many faculties have presented, published and attended workshops and seminars. Students are also given scope to write research papers and participate in workshop seminars and conferences.

Human Resource Management

? 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.,
Industry Interaction / Collaboration	? 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.
Admission of Students	Project work, Seminars on the life skill subjects like Indian Constitution, Soft skills, Value Education, cultural Diversity and Society, Environmental studies are mandatory to the students. BBA students and M. Com Students have to compulsorily attend the industrial visit both within the city and outside the state or city and give their feedback on the same. NSS Camps, RD Parade or participating in extension activity will give great exposure to the students.

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

E-governance area	Details
Planning and Development	Implemented SMS System for dissemination of information including regular notice to all stakeholders
Administration	? 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	? 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 Whats App group
Examination	? Examination As per the Bangalore University and Bangalore Central 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
2018	Dr. B Parmesh	National Conference	Surana College	750
2018	Smt. Srilakshmi V Kittur	National Level Workshop	Community College	500
2018	Shilpa V	International Conference	Sheshadhari Puram College	850
2018	Mr. Lohith R	National Conference	T. Jhon College	1200

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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)
2018	NIL	Nil	15/06/2018	22/06/2019	0	0

[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
B.Com and M.Com	2	19/03/2019	19/03/2019	52

Syllabus
Orientation
Programme

[View File](#)

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 Employees Welfare Society	APS Employees Welfare Society	Nil

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

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
NIL	0	Nil

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6.4.3 – Total corpus fund generated

00

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	No	Nil	Yes	Departmental Heads and Syllabus Committee Feedback from the Students
Administrative	Yes	Local Inspection Committee of the 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)

Health Check-up Camp for all the staff and students was held. In association with Lions Club Personal Health and Hygiene of Women in their different phase of their Life

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

Faculties are encouraged to attend subject related Orientation Programmes Encouraging faculties, with financial support to participate and present their research paper in various National and International Seminars and Conferences Faculties are also encouraged to attend Faculty Development Programmes /Workshops Overall encouraging the faculties to concentrate on research work A Proposal is been given to the Management to start with Research Center in our college.

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
2018	Orientation program on new NAAC Methodology	19/09/2018	19/09/2018	19/09/2018	30
2018	Mentoring Program	27/10/2018	27/10/2018	13/04/2019	22

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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
Human Sexualtiy Awareness	09/03/2019	09/03/2019	52	30
Screening of the Movie Stree	09/03/2019	09/03/2019	52	30

Quiz on Legal Rights of Women	09/03/2019	09/03/2019	52	30
Talk on Women Empowerment	08/03/2019	08/03/2019	100	3

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
Proposal to Management on installation of Solar Panels in the campus and CFLs.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Scribes for examination	Yes	4

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
2018	1	1	14/09/2018	2	Traffic Awareness	To clear the traffic chaos during rush hour	92
2018	1	1	22/09/2018	3	Swatch Bharath Abhiyan	Cleanliness in Vegetable Market	95
2018	1	1	25/09/2018	3	Anti Tobacco Rally	Awareness on Impact of Tobacco on health	51

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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)
Code of Conduct mentioned in the college Prospectus and website	15/06/2018	From time to time the code of conduct is published in the prospectus and also uploaded in the college website and during the admission and PTM it is verbally communicated to. We also take an undertaking from the parents to follow the code of conduct absence of which an action will

be taken.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
International yoga day	21/06/2018	21/06/2018	25
Kargil Vijay Divas	26/06/2018	26/06/2018	50
Save and Educate Girl Child	10/11/2018	10/11/2018	80
Seminar and Lecdem on Folk Music	06/10/2018	06/10/2018	120

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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.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. Adopting village temporarily for a week and creating awareness on the social issues, the students of our college visit the village and stay with the locals of that village 24/7 in their houses and involve lot of activities like cleaning, yoga, entertainment and involve the natives of that village 2. NCC Unit is the pride of our college, RD parades, camps, B-Certificate exams, c-Certificate exams are conducted 3. Introduction of Yoga Classes in the College 4. Admission Process is transparent 5. fee Concession for meritorious students 6. Blind Students fees is waived off.

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

Being one of the oldest and most reputed colleges of Bangalore, our college is a niche for itself as much sought after college on the educational landscape of Bangalore. The NCC Unit is doing a great work in encouraging students to be a part of RD Parades, Camps and involve in any extension activities that are part of governmental and non-governmental organisation. It conducts the B-Certificate Exam after the 2nd year and the C-Certificate Exam after the 3rd year with Grades of Alpha (80), Bravo (60) and Charlie (40). National Level, state Level and Local Level camps are attained by the cadets. The NSS Unit of the college reaches to the Rural area with their volunteers and camp there for 7 -8 days and work in creating awareness among the local public about Higher education, cleanliness, hygiene. Regular Placement activity in the campus is organised. Students are encouraged to represent college in sports and cultural activities in other institutions. Encouraging the PG students to write competitive qualifying exams like NET/SLET and other such exams. Social awareness programs are organised on Anti-Tobacco, Anti-Drugs, and traffic

safety rules in the college.

Provide the weblink of the institution

<http://www.apscommercecollege.ac.in>

8.Future Plans of Actions for Next Academic Year

Developing Lecture Videos and Uploading in the social networking sites.
Encourage more and more research work. New and more informative and updated website To create awareness among students about entrepreneurship, creating a well-balanced understanding with the practical world. Conduct of FDP's and Gender Sensitization Programmes Language lab More consultancy services and MOUs.
Strategic Perspective Plan for the college College code of conduct.