



## Yearly Status Report - 2018-2019

### Part A

#### Data of the Institution

1. Name of the Institution	SURANA COLLEGE
Name of the head of the Institution	Dr. Sakuntala Samuelson
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	080-26642292
Mobile no.	9341241249
Registered Email	iqac@suranacollege.edu.in
Alternate Email	director.mca@suranacollege.edu.in
Address	16, South End Road,
City/Town	Bangalore Urban District
State/UT	Karnataka
Pincode	560004

#### 2. Institutional Status

Affiliated / Constituent	<b>Affiliated</b>
Type of Institution	<b>Co-education</b>
Location	<b>Urban</b>
Financial Status	<b>Self financed</b>
Name of the IQAC co-ordinator/Director	<b>Dr. Srinivas.A</b>
Phone no/Alternate Phone no.	<b>08026541095</b>
Mobile no.	<b>9341241249</b>
Registered Email	<b>iqac@suranacollege.edu.in</b>
Alternate Email	<b>director.mca@suranacollege.edu.in</b>

### 3. Website Address

Web-link of the AQAR: (Previous Academic Year)	<a href="https://www.suranacollege.edu.in/images/NAAC/15408-SURANACOLLEGE-AQAR-2017-18.pdf">https://www.suranacollege.edu.in/images/NAAC/15408-SURANACOLLEGE-AQAR-2017-18.pdf</a>
<b>4. Whether Academic Calendar prepared during the year</b>	<b>Yes</b>
if yes, whether it is uploaded in the institutional website: Weblink :	<a href="https://www.suranacollege.edu.in/images/NAAC/AQAR2018-19/Academic_Calendar_2018-19.pdf">https://www.suranacollege.edu.in/images/NAAC/AQAR2018-19/Academic_Calendar_2018-19.pdf</a>

### 5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
<b>1</b>	<b>A</b>	<b>3.44</b>	<b>2014</b>	<b>21-Feb-2014</b>	<b>20-Feb-2019</b>
<b>2</b>	<b>A+</b>	<b>3.49</b>	<b>2019</b>	<b>01-May-2019</b>	<b>30-Apr-2024</b>

<b>6. Date of Establishment of IQAC</b>	<b>05-Aug-2009</b>
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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

Lecture & hands on training on Use of fire Extinguisher	09-Feb-2019 1	45
3 Days Workshop on Intellectual Property Rights	25-Feb-2019 3	350
1 Day workshop on Revised Accreditation Framework of NAAC in association with NAAC	11-Jan-2019 1	169

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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
Sanskrit Department	Workshop on Jatayu Moksha	Karnataka bank & pallavi narayana charities	2019 2	40000
NSS	Youth Parliamentarian	Youth of India	2019 2	50000

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**9. Whether composition of IQAC as per latest NAAC guidelines:**

Yes

Upload latest notification of formation of IQAC

[View Link](#)

**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

Yes

Upload the minutes of meeting and action taken report

[View Uploaded File](#)

**11. Whether IQAC received funding from any of the funding agency to support its activities during the year?**

Yes

If yes, mention the amount

700000

Year

2018

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

1. Financial support to students through scholarships from government departments and institution. 2. IPR Workshop conducted. 3. Faculty development training programs Conducted 4. Feedback collected, analysed and on the basis of the feedback report action initiated. 5. Additional infrastructure to support specially abled students. 6. 3 startups incubated 7. Installation of LED lights adoption of solar panels.

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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
? Strengthen incubation center & incubate more number of startups	• 3 Start-ups initiated during the year- App development, Product development, Marketing of cow milk
? Introduce value Added Courses to impart transferable and life skills Among Students	• 11 Value added courses introduced during the year -835 students benefited
? Conduct Student Satisfaction Survey on overall institutional performance	• Student Satisfaction Survey Conducted - Results and Details Uploaded on institutional website
? Conduct Extension and outreach activities to make students aware of existing problems in the society	• 47 Extension activities conducted in coordination with NSS unit, Rotary BBMP around 1500 students benefited • 21 Activities related to Swachh Bharat, Aids Awareness, Gender Issue conducted in coordination with government other organization
? Take Action to Empower Faculties	• 26 Faculties provided financial incentives to attend training programs, conferences • 3 Training programs are conducted for teaching staff, training programs conducted for non teaching staff and 3 training programs conducted for support staff. • 41 faculties attended different training programs conducted by other organizations.

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**14. Whether AQAR was placed before statutory body ?**

Yes

Name of Statutory Body	Meeting Date
Managing Committee	01-Jul-2020

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	Yes
Date of Visit	29-Apr-2019
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2018
Date of Submission	22-Sep-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)	The management information system is adopted for Students' admission, Accounts Staff management where we can generate multiple types of reports. Information is available instantly to make immediate decision and execution. These MIS software tools display summarize data managed in the institution. The data shows Students' statistical report, Status of admitted and vacant seats, Result analysis, Certificate Generation, Fee details, Fund flow, Statutory payments etc. Salaries of the staff is managed through MIS. The MIS also has the communication system to reach the students staff

## 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

Curriculum Committee exists in the institution consists of Chairperson and Program coordinators. All curriculum related working like identification of learning gaps, industry expectations, new skills, knowledge enhancement, faculty training and designing of new courses in this backdrop, conduction and planning of program for curriculum enhancement are taken up by this committee. The committee strives to achieve efficient and effective curriculum planning and implementation. Procedure followed • The Syllabus of various programs of the institution is set by Bangalore University. • Calendar of events are prepared as per the Bangalore University, Academic schedule and the action plan for the department is planned accordingly. • Annual Calendar of events is prepared by the Committee organized for the said purpose. This takes into consideration the National, State and local holidays. • Calendar of events also

consist of plan for Field Projects, Internships and Dissertations. Lectures are also scheduled in intention of connecting the requirements of industry and academics. • Induction programme is scheduled to provide, an insight of higher education and also bridge the expectations in mindset of newly inducted students for the concerned programme's • Timetable & Calendar of Events Committee of the college is in charge of Timetable, The Committee prepares timetable at Department level – teacher wise-class wise as a matrix structure. It also prepares unilateral timetable at the college level. • Academic calendar is prepared to fulfill the objectives of the curriculum delivery. • Progress of the syllabus coverage and course delivery are obtained from the faculty through Lesson plan. • Competence mapping is undertaken at department level to ensure competency of the teachers to handle the courses. • At the beginning of their academic year the teachers prepare the teaching lesson plan for the subjects, they handle. • Eminent academicians and industrial experts are invited for delivering lectures on current trends in the economy related to curriculum. • The college provides 08 certificate/diploma and 25 value-added courses • Taking feedback from students on faculty, course outcomes and content delivery. • Analyzing results after each semester • Review of curriculum outcomes • Meeting with industry experts to understand the industry needs • Planning for new courses and training modules to fill in curriculum gaps • Training of teachers for new courses through orientation programs and online courses. • Introduction of new courses and training • Faculty updating through programs like online NPTEL courses. • Regular meeting of the committee to evaluate the effectiveness after each semester. • Evaluation and review based on results, feedback, placements at institutional, program and department level.

#### 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
KWEC(MCA)	-	04/06/2018	2	Communication and life skills2	Focus on Employability
KWEC MBA	-	15/10/2018	4	Employability	Soft skills
KWEC B.B.A	-	27/08/2018	2	Focus on Employability	Focus on skill development
KWEC B. Com	-	20/08/2018	2	Focus on Employability	Focus on improvement of communication skill overall personality development of the students.
KWEC B.C.A	-	11/08/2018	2	Employability	Focus on skill development
Stock Commodity Market	-	18/12/2018	4	Focus on Employability / Entrepreneurship	Market analysis
Entrepreneurship	-	06/08/2018	4	Focused on	Focus on

Curricular Chemistry				employment of pharmaceutical company	improvement of learning in pharmaceuticals for the students.
Entrepreneurship Development Programme	-	06/09/2018	2	Entrepreneurship	Entrepreneurship skills
KWEC (MCA)	-	04/06/2018	3	Communication and life skills	Focus on employability

## 1.2 – Academic Flexibility

### 1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BA (Journalism)	AECC- Environmental Studies	15/07/2018
BA	AECC- Environmental Studies	15/07/2018
BA	AECC- Environmental Studies	15/07/2018
BCom	AECC- Environmental Studies	15/07/2018
BSc	AECC- Environmental Studies	15/07/2018
BSc	AECC- Environmental Studies	15/07/2018
MCom	Custom duty and Goods and Service Tax	12/01/2019
BCom	Business taxation	12/01/2019
BCA	AECC- Environmental Studies	15/07/2018
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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
BA	HEP	15/07/2019
BA	HTJ	15/07/2019
BA	JOP	15/07/2019
BSc	PMCs	15/07/2019
BSc	CBBt	15/07/2019
BCom	B.Com	15/07/2019
BBA	BBA	15/07/2019
BCA	BCA	15/07/2019

MBA	MBA	09/09/2019
MCA	MCA	19/08/2019
MSc	M.Sc-Psychology	19/08/2019
MCom	M.Com	19/08/2019

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

	Certificate	Diploma Course
Number of Students	868	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
DotNet	12/03/2019	78
Python (MCA)	12/03/2019	78
Course in Counselling	27/08/2018	15
Basics of Financial Markets	15/04/2019	101
Marketing Research Analysis	06/08/2018	101
Advanced Excel	18/02/2019	101
Business English Certification	14/11/2018	101
Skill Genie B. A	22/01/2018	30
Sanskrit Theatre Workshop	30/07/2018	16
Skill Genie B.B. A	16/06/2018	101
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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
MCA	Computer Applications	28
MSc	Psychology	14
MBA	MBA Finance	52
MBA	MBA Human Resources	46
MBA	MBA Marketing	104
BA	BA Psychology	2
BBA	BBA Finance	24
BBA	BBA Human Resources	34
BCom	BCOM Accounts	7
MCom	MCOM Finance and Banking	30
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### 1.4 – Feedback System



#### 1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
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

Feedback plays an important role in the holistic development of any institution. The feedback is collected from the students at institute level at the end of the year and the review is done on the achievement of the same. To impart quality education, the institution believes that feedback needs to be collected from various stakeholders. Feedback taken from different stakeholders helps in identifying the gap areas in diverse fields. Hence, to improve the efficiency of the feedback system, feedback is collected from all the stakeholders. The feedback committee meets annually and designs a well-structured questionnaire for all the stakeholders -

- Students - About teaching-learning practices, examination system, fairness in awarding internal marks, library facilities, skill-based training
- Teachers - About FDPs, workshops, assistance provided from college for research oriented activities, workload distribution
- Employers - About the efficiency of the alumni employed in their organization, about the skill set of the employee, adaptability and flexibility
- Alumni - about the gap areas between industry and curriculum, regarding any additional courses that can be offered to student to meet the industry requirement, general practices in college, support for extra-curricular activities
- Parents - about Parent teacher interaction, mentoring mechanism, library facilities, interaction with non-teaching staff

The prepared questionnaire is then submitted to the IQAC. After the approval is taken from the IQAC, the feedback committee thought of various means to reach out to all the stakeholders. Since it's difficult to meet Alumni, Employers and parents personally and also to avoid wastage of paper it was decided to collect feedback online. The committee decided to create Google Forms with approved questions and the link was circulated to the stakeholders through mail. For each question the stakeholders had to choose between one of the four options - EXCELLENT, VERY GOOD, GOOD and POOR. The received responses are recorded in Excel sheets. After collecting the data using Google forms, the committee did a detailed analysis of the same. To analyze stakeholders' responses, weightages 4, 3, 2 and 1 are assigned to EXCELLENT, VERY GOOD, GOOD and POOR respectively. Graphs were tabulated from the given responses. The committee identified the low performing questions and prepared a report of their recommendations on the under-performing questions. The report comprising of all recommendations was submitted to the management for further review.

**FEEDBACK MECHANISM**

- The committee to meet and frame feedback questions.
- An online mechanism to collect feedback from various stakeholders (Students, Teachers, Employers, Alumni and Parents) of the institution is to be designed.
- Feedback to be collected once a year at the end of academic year.
- Collected feedback is analyzed by the feedback committee
- A special meeting to be held with the Board of Management (BOM) where the committee will present the feedback analysis along with recommendations.
- Based on the recommendations proposed by the committee, the BOM will address a few issues and take necessary actions.

## 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
BA	JOP, HEP & HTJ	120	166	97
BSc	PMCs & CBBt	130	173	62
BCom	Commerce	200	410	200
BBA	Management Studies	140	268	133
BCA	Computer Application	120	281	117
MBA	Business Administration	120	120	104
MCA	Computer Application	60	54	0
MSc	Psychology	40	29	29
MCom	Commerce	40	37	37
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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	1617	409	52	22	74

## 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
74	74	110	19	2	21
<a href="#">View File of ICT Tools and resources</a>					
<a href="#">View File of E-resources and techniques used</a>					

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

**SURANA COLLEGE MENTORING** Student mentoring is one of the essential and regular process in Surana College not only to circulate the knowledge or skills, but also mentoring provide social and personal support to facilitate success in pre and post university professional. It moulds the psychological, moral and ethical upbringing during and beyond the graduation. PROCEDURE Mentoring facilitation at Surana College follows the following process • At the beginning of every academic year in the staff meeting, Head of the Institution explains the purpose of the mentoring relationship and instructs the departments to identify suitable mentors for the mentee from the available professional pool from the institute. • Each department format a meeting to evaluate and decide a mentor-mentee ratio as appropriate for that department/ course (as per the student intake.) • Mentors are identified on the basis of their review experience, strength, achievements and coaching • The

programs Co-coordinators explain in detail the expectations from the mentors and their role followed by publishing the list of Mentors and mentees on the notice board. • The respective Mentors have one to one interaction with their mentees and understand the progress in academic growth, sports, cultural activities, regularity, and active participation in co- curricular and extra-curricular activities. • The mentor also counsels on the health as well as stress issues relating to friends/ teachers. • This interactive system provides the initial understanding about the student Diasporas and subtle divide between academically bright student and the students with other interests. • Mentor-mentee meetings and counseling takes place minimum once in a semester. • Mentor is felicitator during the meetings with non-directive, non- judgmental approach. • The mentor ensures the mentees profile is created and maintained semester wise. Each profile should contain the personal details and interaction with mentor. • The purpose of mentoring is predominately to ? Helping the mentee to identify individual strengths and weaknesses ? Agreeing what support is required to overcome the weak areas. ? Exploring the options open for mentee ? Coaching on specific skills ? Supporting the mentee to set achievable realistic and stretching the action plans. • The mentors must have complete information about all students' previous academic record, personal details, behavior of the student etc. For some exceptional cases additional meetings are planned. • In the academic year 2018-19, 75 Identified Mentors are catering to a strong Mentee population of 2026 • The details such as attendance details, academic details and general behavior of the students were given to the mentors from the respective class teachers • The mentor's had meetings and internal discussions on the processes and procedures to be adopted as part of the mentoring program.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2026	74	1:27

## 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
74	74	0	74	13

### 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
2018	Dr. Sakuntala Samuelson	Principal	Award for Innovation in Chemical research by Organized by Wetlab Championship and Shashtra Fest IIT Madras
2018	Mrs. Chandana	Assistant Professor	Best Paper award at National Symposian organised by ASC degree College.
2018	Dr. Sakuntala Samuelson	Assistant Professor	Award for innovation in Chemical Research by Women of Wisdom (WOW)
2018	Mrs.Mini.K.Abraham	Associate Professor	Innovative methods of teaching by Women of Wisdom (WOW)

**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	COM	VI-SEM	07/12/2019	11/09/2019
MSc	SM	VI-SEM	12/07/2019	23/08/2019
MCA	SAC	VI-SEM	15/07/2019	28/08/2019
MBA	CMD	VI-SEM	23/07/2019	11/11/2019
BCA	SB7	VI-SEM	21/06/2019	23/07/2019
BBA	C26	VI-SEM	21/06/2019	25/07/2019
BCom	C41	VI-SEM	21/06/2019	23/07/2019
BSc	S85	VI-SEM	21/06/2019	24/07/2019
BA	A80/A81	VI-SEM	21/06/2019	24/07/2019

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

• As per Bangalore University Assessment parameters, Students evaluation is divided in to two assessment levels • Internal Assessment for 30 marks (institute level) and Semester End Exam for 70 Marks conducted by university. • Internal Assessment is conducted subject / Department wise. For the continuous internal evaluation students' performance in unit tests, Projects, assignments etc. are consider as parameter along with co-curricular achievements. • Institute conducts the preparatory exams (Optional/ Program wise) for the in house assessment. • Re-exams are conducted after or during remedial classes for slow learners, National / International Sports Students, and the certain • Exceptional cases based on medical grounds, State/National/ international level performer, NCC cadets, NSS volunteers. • Institute insists on enrolling online short- term courses like NPTEL. These programmes acts as an add-on course and also as • Another mode of assessment for students, as at the end of the each course applicant has to write a test. • Faculty Members are awarded according to student's performance. STRATEGIES ADOPTED FOR STUDENT IMPROVEMENT: • Remedial classes are organized to clarify doubts, re-explaining of critical topics for improving performance. • Poor performance due to frequent absenteeism is dealt by sending SMS and registered letters to the parents of such students. • Appropriate counselling with additional teaching, eventually helps students to attend classes regularly. • Each class is divided into two batches and separate tutorial classes are conducted to all students for all programs of undergraduate courses. • Generally, one teacher is assigned for each batch.

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

- Since the Institution is affiliated to Bangalore University, The University Calendar of Events is followed for Semester reopening, closing date and examination schedules. • Calendar of events committee develops and displays year-wise calendar of events at the beginning of the academic year. • Department HOD 's prepares, Calendar of events for the department, by

considering their respective Club and Forum activities, Guest lectures , workshops, seminars, examinations / tests and Parent Teacher Meetings. • Programme coordinators and Committee in charges plans their respective semester wise activities for the student support and progression. THE CALENDAR OF EVENT PROJECTS THE INSTITUTION SPECIFIC EVENTS LIKE • Swagath: Induction program for first year degree students, • Sammilan: Fresher's Day, • Parva: College Annual day, • Varnotsava: Festival of Colors which focuses on the participative experiential learning process adhered by the institute for students, • Yuvanava: Inter collegiate fest, • Graduation Day: Encouraging the batch of outgoing students and • Achievers Appreciation Day: To encourage academically excelled students ,along with Placement activities, Pre placement training activities, Alumni Association activities etc., • Sports department conducts indoor and outdoor sports competitions for both staff and students during Annual sports meet as per sport departments' calendar of events. • Student Council presents its calendars of event at the beginning of academic year. • The calendar represents the suggestions from students and their feedbacks on previous year's activities. • NSS, NCC officers will have separate calendar of events which prepares, motivates and trains students to participate in NSS and NCC camps. Examination committee prepares scheduled dates for internal, exams, mid exams, Preparatory exams.

## 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)

<https://www.suranacollege.edu.in/images/NAAC/SSRDOCS2018/2.6.1%20POs%20PSOs%20COs.pdf>

### 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
C41	BCom	Commerce	181	134	74
S85	BSc	CBBT/PMCS	26	20	77
A80 / A81	BA	HTJ/HEP/JOPy	43	32	74
C26	BBA	Business Administration	113	96	85
SB7	BCA	Computer Applications	111	99	89
CMD	MBA	Business Administration	100	100	100
SAC	MCA	Computer Applications	28	28	100
SM	MSc	Psychology	14	14	100
COM	MCom	Commerce	37	35	95

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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)

<https://www.suranacollege.edu.in/images/NAAC/AQAR2018-19/2.7.1-SSS.pdf>

### 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
Minor Projects	180	Surana College (GDA Foundation)	0.97	0.97
Minor Projects	210	Surana College (GDA Foundation)	0.33	0.33
Major Projects	240	Surana College (GDA Foundation)	2.04	2.04
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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
SURANA COLLEGE Organised IPR and Industry Academia	BBA	25/02/2019
Attended a Training program for industry Academia conducted by Micro labs ltd, Bangalore	BIO TECHNOLOGY	19/02/2019
Attended a Training program for industry Academia conducted by Micro labs ltd, Bangalore	CHEMISTRY	20/02/2019
Hindi Theatrical Play- 'Bhook'	HINDI	01/08/2019
A Short term Translation Certificate course	HINDI	22/04/2019
Shadow Play on 'women empowerment'	HINDI	15/09/2019

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
Innovative methods of teaching	Mrs.Mini.K.Abraham	Women of Wisdom (WOW)	03/06/2019	Teaching
"Award for Innovative Idea in Conducting the" Workshop on "Scope of	Dr. Sakuntala Samuelson	Organized by Wetlab Championship and Shashtra Fest IIT Madras	11/04/2019	Teaching

Botany, Beyond the Phylogeny Characterization to		at Surana College		
Award for innovation in Chemical Research	Dr. Sakuntala Samuelson	Women of Wisdom (WOW)	03/12/2019	Teaching
Best Practices in the field of Education	Dr K Sateesh kumar	D K International Research Fund	06/02/2018	Teaching
Contribution and Achievement in the field of Research	Dr K Sateesh kumar	Centre for for Advanced Research and Design	12/06/2018	Teaching
Award: Best Research Paper,	Mrs Chandana	Sthri ki Asmita ki pehchaan'	19/06/2018	Teaching
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### 3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
MBA-Surana Centre for Incubation Entrepreneurs hip	Surana Centre for Incubation Entrepreneurs hip	GDA Foundation	MBA Garage Galaxy	App development	25/05/2019
MBA-Surana Centre for Incubation Entrepreneurs hip	Surana Centre for Incubation Entrepreneurs hip	GDA Foundation	MBA Oxygen	Product development	05/11/2019
MBA-Surana Centre for Incubation Entrepreneurs hip	Surana Centre for Incubation Entrepreneurs hip	GDA Foundation	MBA Goksheeram	Marketing of cow milk	04/04/2019
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### 3.3 – Research Publications and Awards

#### 3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
1	5	0

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

Name of the Department	Number of PhD's Awarded
Computer Science	1
Commerce	1
Journalism	1



### 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	MBA	1	4.6
National	B.Com	1	7.75
National	Sanskrit	6	0
National	Hindi	1	0
International	MBA	27	4.55
International	Computer Science	3	8.3
International	M.Com	4	6.63
International	Chemistry	1	0.07
International	BBA	5	1.14
International	Bio-technology	2	6.22
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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
BBA	8
B.Com	1
BCA	20
MCA	1
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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
Impact of Valuation Ratios on the Performance of major Indian Sectoral Market Indices	Prof. Venkatesh Kumar N	Asian Journal of Multidimensional Research	2018	7.11	Surana College	1
The Relationship between Human Resource Performance Ratios and Key	Prof. Shreelatha	International Journal of Advance Innovative Research	2018	5.9	Surana College	1



Financial Parameters - A Case Study of Selected Pharmaceutical Companies of NSE						
E-Marketing and its Impact on Society and Culture in India - A Study conducted from Strategic Perspective	Prof. Ta breezePasha	International Journal of Advance Innovative Research	2018	5.9	Surana College	1
Corporate Social Responsibility as an Employee involvement Strategy	Prof. Savita Shastri	EPRA International Journal of Research Development	2018	6.4	Surana College	1
Awareness of Human Resource Accounting Practices among Equity Investors in Bengaluru City	Prof. Shreelatha	Asian Journal of Multidimensional Research	2018	7.11	Surana College	1
A Study on Impact of Social Media on Youth	Prof. Sushma Rawath S, Dr. R Satheesh Kuamar Prof. Venkatesh Kumar N	Journal of Management	2018	7.5	Surana College	1
A study on customer's perception	Prof. Sindhu K K Dr. R Satheesh	International Journal of Research	2018	4	Surana College	1

on Mobile Banking Services at Kengeri Upanagar, Bengaluru	Kumar	in Humanities, Arts and Literature				
A study on expected risk-return of selected stock with respect to growth industries	Prof. Sathyanarayana K, Dr. R. Satheesh Kumar Raghunandan NK	Journal of Management	2018	7.5	Surana College	1
Analyzing The practicality of drawing inferences in automation of commonsense reasoning	Chandan Hegde	Advances in Intelligent Systems and computing	2018	5	Surana College	3
Impact on Job satisfaction of select employees of Government and private hospital	Sunitha CR	E-Journal	2018	5.9	Surana College	22
<a href="#">View Uploaded File</a>						

### 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
A Study on impact of crop plants to the agricultural development with special reference cooperative agriculture	Narendra K	IJARM	2018	1	1	Surana College

ure and rural deve lopment bank						
A Study on internet pattern of employess related to Baverage Industry	Narendra K,Pavan C	IJCRT	2018	1	1	Surana College
Influence of celebrity endorsemen t on the consumers purchase discussion among students	Narendra K,Anitha H S	IIJR	2018	1	1	Surana College
Celebrity endorsemen t and purchase intention A Case study on Suburban	Narendra K,Anitha H S	IJMSRR	2018	1	1	Surana College
Antimicr obial activity of different varieties of Terminalia catappa Leaves	Mrs Farzana Tasneem M I	IJPSR	2018	1	2	Surana College
Antioxid ant activity of different varieties of Terminalia catappa ,EJPMR	Mrs Farzana Tasneem M I	EJPMR	2018	1	3	Surana College
Bioactiv ity of 1,3 -benzimida zoyl	Dr Sakuntala Sameulson	IJPRC	2018	1	2	Surana College

benzene and its Copper Complex "						
Recent Trends in Micro-Finance, A Karnataka State Government Initiative	Muralidhar. V Ashwin Kumar. B Nithin. V	EIJFMR	2018	1	4	Surana College
A Study on the Challenges Faced by Traditional Retail Grocery Store because of online Grocery Shopping-	Sheetal N Acharya Abhishek M	EIJFMR	2018	1	1	Surana College
Perception of Pre-University Students Towards Commerce and Management Education-	Mrs. Anoor Ashwini Anand Ms. Sanjana C Mouli Mr. Nabhay R	EIJFMR	2018	1	1	Surana College

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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	24	2	3
Presented papers	11	5	0	0
Resource persons	1	0	0	1

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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
Vivekananda	NSS Unit	3	8

Jayanthi Celebration			
Communal Harmony Day	NSS Unit	3	70
Eco-friendly Ganapathi festival celebration	NSS Unit	2	50
Save food	NSS Unit Dana utsav	5	50
Gandhi Jayanthi celebration and Swacha Bharth rally	NSS Unit	2	50
Disaster management fund	NSS Unit Bhrama kumara Eshwari University	1	45
Inauguration and Remembrance of 125th years Vivekananda Chicago speech	NSS Unit	4	85
Drug Prevention Awareness Program	NSS Unit jayanagara police	2	50
Plastic free Tulasi plants distribution	NSS unit	2	30
Independence Day celebration Universal Peace Awareness Rally	NSS Unit 50	50	60
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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
Combined Annual training camp 2	2 SDs attended Catc2 in DPS EAST,Best firer award to CDT LikithKrishna	8 kar Bn	1
Pre TSC 1	csn Likith Krishna R got 2nd price In shooting completion all over Bangalore 'B'group	8 kar Bn	1
Obstacle training	Best inter institutional award	8 kar Bn	54
Spoorthi - Best Service in Rotaract	Best Rotaractor	Rotaract District Council 3190	1
Club - Project pustaka	Best International	Rotaract District Council 3190	15

	Project		
Chaska Maska	Best Club service project	Rotaract District Council 3190	87
Best Faculty Cordinator Award	Best Faculty Co-ordinators- Shree Harsha C Srinivas Rao	Rotaract District Council 3191	2
Best Club Service Activities	Oustanding Club Award -	Rotaract District Council 3190	87
NSS Activity	Best NSS Unit University Award	Bangalore University	100
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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/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
A Tribute to Soldiers and Swatch Bharath Abhiyan	Student Council	Eco Walk	2	24
Health Camp	Student Council	Free Eye Checkup	2	15
Awareness towards Non violence and Humanity	Student council of Surana College	MahaveerJayan thi-Ahimsa Rally	2	20
Swatch Bharath	M.Com dept	Zero Garbage	2	20
Nation Building	M.Com dept	Vigilance Awareness Eradication	2	15
Nation Building	M.Com dept	Nation Building Activity	3	30
Patriotic	M.Com dept	Special Lecture on Gandhi an	2	20
Swatch Bharath	M.Com dept	Zero Garbage	2	15
Orientation	Red Cross organisation	Get over it	2	20
Plastic Free	Mcomdept	Say no to Straw	2	20
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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
--------------------	-------------	-----------------------------	----------

Online course from NSE	II Semester MBA Students - 77 students	Surana College	30
Online course from NPTEL on Marketing Research Analysis	III Semester MBA Students - 75 Students	Surana College	84
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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
Internship	Internship	Business ManagementII cycles of India,	07/06/2018	20/06/2019	1
Internship	Internship	Event Management- Blackberrys AW19 Line presentation,B lackberrys	04/02/2019	07/02/2019	4
Internship	Internship	Basic Management,Kruti ka Engineers	07/01/2019	12/01/2019	1
Internship	Internship	Import Export[Rules regulations followed in Indian Customes] JOCKEY-Page Industries Ltd	02/01/2019	16/01/2019	1
Internship	Internship	Basics of accounting,S harp NDT Services Pvt Ltd	27/12/2018	10/01/2019	1
Internship	Internship	Event Management Programme	26/12/2018	07/01/2019	1
Internship	Internship	Human resource,Rubypixels Pvt Ltd.	22/12/2018	16/01/2019	3
Internship	Internship	Human resource,Netrack Enclosures	21/12/2018	05/01/2019	1

		Pvt.Ltd.			
Internship	Internship	Organizational structure, S cube consultants	18/12/2018	10/01/2019	1
Internship	Internship	Assessment of population status removal of bioresources in forest with special emphasis on medicinal plants in Karnataka Bangalore university(BBA)	15/12/2018	15/12/2019	2
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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
HTG Computers-CSc	01/10/2019	Add-on course	113
KWEC- CSc	08/10/2019	Value-added Course	120
NICT BCom	01/01/2018	To specialize in Tally	2
International skill development organisation BCom	01/05/2018	To enhance the competency of students	2
KWEC BCom	29/11/2018	Communication skill development	2
Seventh sense talent solution BCom	01/12/2018	To assist in placement	2
Stocktale MCom	04/02/2019	Certificate Programme	37
INGITA Consulting Mcom	30/08/2018	Value Add Course	39
IIT Bombay	23/05/2019	Remote centre of IIT Bombay to conduct the workshop or courses	20
NSE Academy	10/04/2019	Value added course	77
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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
125	105.22

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Others	Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Existing
Video Centre	Existing
Seminar halls with ICT facilities	Existing
Classrooms with Wi-Fi OR LAN	Existing
Classrooms with LCD facilities	Existing
Seminar Halls	Existing
Laboratories	Existing
Class rooms	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 patially)	Version	Year of automation
Easylib	Partially	6.2	2004

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	26818	6236210	1306	333462	28124	6569672
Reference Books	12978	2384520	157	50389	13135	2434909
Journals	99	440712	26	157458	125	598170
e-Books	3425000	48970	0	0	3425000	48970
e-Journals	11000	48970	0	0	11000	48970
CD & Video	1171	63989	0	0	1171	63989
Library Automation	2	30000	0	0	2	30000

Weeding (hard & soft)	5637	806274	0	0	5637	806274
Others(s pecify)	233	0	0	0	233	0
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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
K.Girisha	Introduction to Economics	<a href="https://youtu.be/gwSuhn9OSAM">https://youtu.be/gwSuhn9OSAM</a>	18/02/2019
Bhavana	Psychology - Brain and its Functions	<a href="https://youtu.be/5XvR6BvDSrQ">https://youtu.be/5XvR6BvDSrQ</a>	18/02/2019
Kiran Anand	Financial Accounting - Royalty Accounts	<a href="https://youtu.be/7BjMNlmChFc">https://youtu.be/7BjMNlmChFc</a>	18/02/2019
Harsha	Finance Management - Capital Structure	<a href="https://youtu.be/ieliersiDgo">https://youtu.be/ieliersiDgo</a>	18/02/2019
Ashwini Anoor	Organisation Behaviour - Personality	<a href="https://youtu.be/fqysvXBaNv4">https://youtu.be/fqysvXBaNv4</a>	18/02/2019
Dr. Sumaiya Tabassum	Chemical Bonding	<a href="https://youtu.be/g2sNKIrKsbc">https://youtu.be/g2sNKIrKsbc</a>	18/02/2019
Girisha	Law of DMU - Economics	<a href="https://youtu.be/yxfFqqU--7M">https://youtu.be/yxfFqqU--7M</a>	18/02/2019
Dr. Radhika C A	Introduction and Functions of Journalism	<a href="https://www.youtube.com/watch?vjEkaj2C7LWQ">https://www.youtube.com/watch?vjEkaj2C7LWQ</a>	18/02/2019
Sreenivas Rao	Object Oriented Programming	<a href="https://www.youtube.com/watch?v88noWMW9jKk">https://www.youtube.com/watch?v88noWMW9jKk</a>	21/02/2019
Sindhu K K	Job Design	Institutional LMS - OPTRA	20/06/2018
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#### 4.3 – IT Infrastructure

##### 4.3.1 – Technology Upgradation (overall)

Type	Total Co mputers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departme nts	Available Bandwidth (MBPS/ GBPS)	Others
Existin g	322	216	307	9	0	25	62	500	10
Added	20	0	20	0	0	6	14	0	0
Total	342	216	327	9	0	31	76	500	10

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

500 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
Any Other: Handicam, Tripod, TV, Still Camera, Scanner, Internet, Wi-Fi etc.	<a href="https://www.suranacollege.edu.in/images/NAAC/AQAR2018-19/4.3.3.pdf">https://www.suranacollege.edu.in/images/NAAC/AQAR2018-19/4.3.3.pdf</a>

#### 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
65	60.09	150	143.15

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)

College has 40 classrooms at UG, 20 at PG, (42 rooms have ICT facilities). Rooms are allotted as per submission of requirement and is used as per prescribed timetable. Teachers use teaching aids like LCD, Laptops for teaching. Rooms are taken care properly by Maintenance team. College has 12 Laboratories of various departments. Accordingly, Equipments are procured in structured manner and is maintained regularly. Students use as per timetable. Safety sign boards are displayed/ first aid box is available. College has Sufficient ICT facilities with latest configuration. After taking/verifying quotations from vendors, order is placed after IT committee approval. Firewall antivirus/updating hardware/software is done regularly. College has 204/632 SqMts. Library in UG/PG centres, managed by qualified Librarians, Library Assistants and supporting staff. Books are selected through recommendations made by faculties, users' requirement, are considered. Advice from patrons, members for efficiency is implemented. Books are accessioned and arranged by using DDC. College has structured circulation policy effectively implemented. Journals/e-consortia are subscribed through agencies. It is approved by committee/principal based on budget following terms/conditions. Stock verification is done once in 3 years by members appointed by principal/library staff/verification team. If publication is not found in 2 successive stock verification, it is considered as loss and it is written off by authority. Loss/damage of periodicals is inevitable during postal transit. It is written off. Mutilated/damaged/obsolete volumes are written off, permitted by principal. Replacement-it is done based on demand for specific titles, no of copies on shelf, content and availability of better ones. Binding-is done whenever required for damaged/important books. Silence/calm atmosphere is maintained in library. Mobile phones/Food/drinks are allowed in library. Bags/personnel books are not allowed. Library is not responsible for personnel loss. Books are returned/renewed physically in time. Materials can be taken out after proper issue. Sports facilities-to strengthen sports/games/cultural activities, college has GYM (56 SqMts) at UG campus with shuttle badminton, chess, carom provided. Separate rooms for sports is provided in UG/PG centres. Armugam Ground is used for NCC/Sports events. Coaches are appointed to train students. Advisory committee suggest/advice on sports matter. As policy, sport students come through recommendations with justification, approved by

principal/management. Fee concession is given for national/international level participants/ SAI/DYESS students approved by committee. Sport Facilities are provided by staff under guidance and is maintained well, under guidance of PED. College has 1 auditorium (state of art) and 1 seminar hall in PG, 1 seminar hall in UG. Logbooks are maintained and prior intimation/permission is required for using it. Person in-charge will take care for arrangements, once booked. Electrician and System Admin take care of updating it. It is painted and updated regularly. College has 1 minibus, 1 car and 1 two-wheeler for commuting staff/students between places. In-charge will monitor/utility/maintenance of them. Services of Royal tourist is used if need is more than 30 members

<https://www.suranacollege.edu.in/images/NAAC/SSRDOCS2018/4.4.2%20procedures%20for%20maintaining%20and%20utilizing%20physical%20academic%20and%20support%20facilities.pdf>

## 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	Management concession Teacher's children concession, Category concession, Marks Concession, Sports concession, Visually Challenged Concession, Single Parent Concession	385	6800782
Financial Support from Other Sources			
a) National	BC Fee Concession /Merit Scheme (Fresh Renewal) Dept., of Social Welfare Scholarship Scheme, Govt., of Karnataka (SC/ST Scholarship Scheme) NSP, Post Matric Scholarship Scheme Minorities	270	969170
b) International	Sports Scholarship	1	36500
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#### 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
SoftSkill Development	01/02/2019	680	KWEC (Kapoors Workshop for effective Communication)

Languauge Lab	17/01/2019	18	iTell- Orell Digital Language Lab
Bridge Course	25/06/2018	170	All Departments
Remedial Class	11/10/2018	296	All Departments
Yoga	21/06/2019	22	NCC Department
Personal Counciling	27/08/2018	50	Psychology Department
<a href="#">View File</a>			

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	UPSC (Competitive Examinations) ) JICE Academy	8	27	0	0
<a href="#">View File</a>					

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
0	0	0

## 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
Allegion	30	2	Accenture	35	1
<a href="#">View File</a>					

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	99	B.Com, BCA, BBA, B.Sc ,BA	COMMERCE COMPUTER SCIENCE MANAGEMENT SCIENCE HUMANITIES	SURANA PG CENTER ,JAIN COLLEGE, CHRIST COLLEGE ST XAVIOUR COLLEGE RNS	MCA, MBA, M.Com, M.SC., MA LLB, PGDHM



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

Student Council is a college-wide organization to promote involvement, ownership, leadership, and stewardship. This group is designed to give students a voice. Students will learn the democratic process, the appropriate ways to affect change, and develop their ability to interact with the adults in our college. Student Council gives students an opportunity to develop leadership by organizing and carrying out college activities and service projects. In addition to planning events that contribute to college spirit and community welfare, the student council is the voice of the student body. They help share student ideas, interests and concerns with the wide community. The function of the student council is based upon parliamentary procedures. Ideas are presented, voted upon and confirmed by the student body president. Any student that is interested in leadership, organizational behavior, event planning are welcomed to become involved. Student Council is to build responsible leaders and promotes the values that represent good character in all students through projects and activities. Student Councils work to:

- PROMOTE CITIZENSHIP
- PROMOTE SCHOLARSHIP
- PROMOTE LEADERSHIP
- PROMOTE HUMAN RELATIONS
- PROMOTE CULTURAL VALUES

1. SC creates a better sense of responsibility, leadership skills and democratic process and cooperation among students. 2. SC provides students with an environment in which they can actively problem solve. 3. SC serves as an organization in which students and staff may combine ideas and efforts to improve communication between them. 4. SC improves college spirit and take ownership in issues. 5. SC organizes college and community projects.

The purpose of Student Council is to promote pride, spirit, service, and achievement among students of our college. Student Council Members are a part of an elected group of leaders who stand to serve the institution. All Student Council Members:

- Do attend all Student Council meetings, activities, and events.
- Do show respect towards teachers and fellow classmates.
- Do display appropriate behavior at all times.

Student Council Members are in a position of leadership in our college. With the position comes the responsibility of setting examples and being positive role models for others. This responsibility must be taken seriously by all Student Council Members.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

Surana Educational Institution has been playing a valuable role in its concern for students future, both in their career in life. The institution has umpteen numbers of case studies wherein average students have been inducted and raised to achieve distinctions. The emphasis is on development of Emotional Quotient along with Intelligent Quotient. Surana Educational Institutions has molded many industrialists, software professionals, managers, Artists, educationists, scientists, writers, entrepreneurs, teachers etc. The Surana Alumni Association brings all these people together on a single platform to support and progress Institutional endeavors. The Surana Alumni Association works to build up ties between the Institutions and the alumni, so that the alumni can actively involve in various activities. Alumni Association is a central point of contact among alumni to interact and network with each other. The Alumni Association conducts regular meetings wherein the members easily and closely interact with each other on issues pertaining to development of the Institution and also their role and contribution. Their ideas and suggestions are duly recognized and implemented by the college administration. Surana College has a functional alumni association registered in the year 2012-13 with register number: DRB-C/SOR/91/2012-13. Till 2018-19 594 Alumni's Registered and during the year Rs, 10.25laks Contributed by the alumni's. 8 Activities / meetings conducted by



alumni association members for the benefit of students.

5.4.2 – No. of enrolled Alumni:

594

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

1054255

5.4.4 – Meetings/activities organized by Alumni Association :

During the year 3 Alumni meetings were conducted on 02-02-2019, 01-03-2019 and 13-03-2019. Following are the activities Organized by Alumni during 2018-19 ? 06-09-2018- Guest lecture on Technical Writing to BCA students by Mr. Varun Kashyap, NTTDATA, BCA Alumni ? 17-8-2018 - Guest lecture on " Advantages of learning advanced technologies " by Mr. Nitin P, BCA Alumni working for Wipro technologies ? 29-9-2018- Workshop to BCA students on Technical writing by Mr. Kailash BCA Alumni, working for Google Technologies ? 20-10-2018- Guest lecture on Machine Learning to BCA students by Mr. Sushant Sarkar, BCA MCA Alumni ? 7th and 8th September 2018- Two day free workshop on CORALDRAW for BCA students by Mr. Ajay Kumar B, BCA MCA Alumni, working for Perftech Technologies Conducted ? 22nd and 23rd February 2019- Workshop for BCA students on Web Designing by Mr. Ajay Kumar B, BCA MCA Alumni ? 10-01-2019 to 13-3-2019- Certificate Course on Android Studio to BCA students by Mr Mahindra, BCA Alumni ? 6-3-19- FDP on WOW by Ms. Shalini, B.Com Alumni in the College campus. All the girl students and faculty participated with zeal and enthusiasm. ? 26-4-19- Yoga session for B.Com students by B.Com Alumni Mr. Rajesh achari. The classes were conducted for the faculty also. ? 9h March 2019- Alumni Meet

## **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)

**PRACTICE 1 : DECENTRALIZATION** All Academic and Operational Policies are based on the collective decision of the Governing Body, the IQAC, Staff and Students 1. The Principal is the Member Secretary of the Governing Body and Chairperson of the IQAC. 2. Every employee at all levels has an opportunity to contribute innovative ideas leading to improved processes and hence achieve higher quality results. Faculty members are given representation in various Committees/Cells constituted by IQAC 3. Students are empowered to play important role in the institution functioning and policy making. Student council is a part of the Governing body and IQAC. Student feedback is given lot of importance in the institution. Feedback is collected from all the stake holders of the institution and their valuable inputs are incorporated in the college functioning 4. Non-teaching staff are also represented in the governing body and the IQAC. Suggestions of non-teaching staff are considered while framing policies or taking important decisions **PRACTICE 2 : Participative management** As already indicated institution promotes participative management. Various committees at institutional levels and departmental levels are responsible for planning and executing many operational procedures in the institution. Following are the committees constituted by the IQAC for the academic year 2018-19: 1. IQAC Committee 2. Cultural committee 3. Library Advisory committee 4. Career Guidance and Placement Cell 5. Well Women Cell 6. Sexual Harassment and Elimination Cell 7. Gender Sensitization Committee 8. Examination Committee 9. Research Committee 10. Alumni Association Committee 11. Intercollege Competition Committee 12. Intra College and Creativity club 13. Civil Services Examination and Counseling 14. Equal opportunity Cell 15. Student Council 16. Parent-Teacher Association 17. Student Mentoring Committee 18. Green



Initiatives and TERI Club 19. Anti-Ragging Committee 20. Grievance Redressal Cell One of the important activities in the year 2018-19 was the constitution of Student Council. The inauguration of student's council was held on April 2, 2018 with managing trustee Dr Archana Surana handing over the titles to the members of the Student council. The inauguration was kick started by a flash mob performance by the council members. Student council organized large number of activities throughout the year with maximum participation. 1. Dengue Awareness Drive 2. Poster making Competition on Anti Ragging 3. Leadership Program 4. Swatch Bharath Abhiyan 5. YEAH - Youth Empowered in Action for Humanity was organized on 19th August 2018 to commemorate International Youth Day by organizing Essay, Poetry, Story writing and Painting competition 6. CAMO ECO WALK 7. Eye Check up in association with Nethradhama Eye Hospital 8. Democracy Warriors - Voter's enrolment drive in association with Bangalore Political Action Committee (BPAC) PEP talk program with DCP Annamalai

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
Research and Development	Faculty has published UGC Recognized research papers and Books. Plagiarism software is purchased by the institution. Teachers and students have presented papers in national and international conferences and have attended NET Exam coaching. In-house symposium conducted by all departments is one of the best practice of the IQAC Initiatives. Faculty members have been recognized for awards for their best talent in teaching. Innovations and Incubation Centre is given utmost importance. Industry academia and IPR workshops are conducted. Interdisciplinary research areas were identified and students are a part of projects. Institution has Collaborations, MOU with various organizations.
Admission of Students	For UG admissions College follows the admissions guideline as prescribed by the affiliating University following the merit list reservation policies. For PG students, admission takes place based on the criteria of entrance examinations/counselling conducted by KEA or Government/Affiliating University. Also for PG Admissions, College follows to the admission norms prescribed by the State Government in admitting 50 percent of the students through Government quota. Remaining 50 percent of the seats will be filled by the management exercising its privilege

to fill the seat.

Industry Interaction / Collaboration

Governing Council and the IQAC have Industry experts/representatives as its members and their inputs and suggestions are welcomed and often implemented. Pre-placement Training and Placement Cell work towards reducing the gap between a student's skills and the industry needs by conducting training and workshop on professional etiquettes through KVEC workshop.. Companies like Allegion, Capegemini, Concentrix, Infosys BPM, Vantage Agora, Wipro Technologies have visited Campus. 245 students have participated in On Campus Selection. Off Campus 217 Students have participated in placement drive in Companies like Accenture, ATO/S Syntel, Cognizant, IBM, Infosys Technologies, LT Infotech, Northern Trust and TCS.

Human Resource Management

The College has established well defined administrative and academic departments. The College maintains all service files and records of the staff members. College has set up various committees like grievance redressal committee, staff welfare committees Sexual harassment elimination committee for the welfare of employees. College has appointed a doctor to offer medical facility to faculty and students. All faculty and students are insured through group insurance policies. Faculty members are facilitated to participate in FDP, seminars, conferences, workshops and special lectures, Refresher Orientation courses. Computer training programmes related to Tally and MS- office for Non-teaching staff.

Library, ICT and Physical Infrastructure / Instrumentation

Academic facilities, sports facilities and ICT enabled classrooms were added for the year 2018-'19. Average percentage of budget allocation, excluding salary for infrastructure augmentation for 2018-19 is 22.17 [Last five years - 2013-18- average is 14.72]. Automation of Library remains same as previous years. 1463 books are added to library in 2018-19 (value Rs. 383851/-) Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year 2018-19 is 36.05. Ramps were constructed and

classrooms renovated.

#### Examination and Evaluation

The IQAC monitored and periodically evaluated the activities of the Examination Cell to ensure the continuous and comprehensive evaluation of students and the timely conduct examinations. All instructions pertaining to examination is sent to all students and parents through bulk SMS. For the continuous internal evaluation students' performance in unit tests, projects, assignments are considered as parameter along with co-curricular achievements. To ensure a fool proof examination system, Exam Squad, Invigilation Committee and Student Result Analysis Committee are constituted.

#### Teaching and Learning

Interactive lecture methods along with extempore discussions, tutorials, assignments, project-writing and seminars are used. Departments like Sciences adopt experiential learning methods as laboratory work, group discussion, field-work, industry visits, science fest etc. Departments are equipped with modern teaching aids like Computers, LCD, slide-projectors, charts, models, maps etc. Wet lab technique for practical work done with technical instruments is innovative techniques. Department of languages encourages students to critically review drama and films by visiting live theatre, theatre workshops and Film Analysis. Computer Science department has set up Virtual Class Room called A - view.

#### Curriculum Development

Institution has the mechanism for well-planned curriculum delivery. Time-Table and Calendar of Events Committee prepares time table at Department level - teacher wise, class wise and a unilateral timetable at the college level. Academic calendar is prepared to fulfill the objectives of the curriculum delivery. Competency mapping is undertaken at department level .Teacher prepare the teaching lesson plan subject wise at the beginning of the academic year. Feedback is obtained from students on faculty, course outcomes and content delivery For academic year 2018-'19 the number of value added courses is 20. 2 new courses has been introduced and the institution provides 9 certificate

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

E-governance area	Details
Planning and Development	<p>"Optra", The Administrative modules of the College helps in keeping Students' Admission records Staff service details. Implemented SMS notification system for students staff communication. Another ERP, "Zing" supports the College to prepare maintain salaries of the staff. Provision of app has been facilitated to staff for salary related information. Tally takes care of the accounting requirements. The Affiliating University, Provident Fund Department ESI departments have provided their online support to maintain the database of the College, required as per statutory needs. Library automation has been initiated using Easily lib 6.2</p>
Administration	<p>All staff have updated their professional details like books authored, papers published, FDP, conferences attended in OPTRA. Notices and circulars are uploaded in the college website and communicated to different departments through e-mail from the office of the Principal. Each and every IQAC notice is circulated by the IQAC coordinator through e-mail</p>
Finance and Accounts	<p>1. Receipt of admission fees is completely online 2. Salary of faculty members and staff is transferred directly to the bank account. 3. Tally is used for accounting</p>
Student Admission and Support	<p>1. Candidates who wants to take admission for Under Graduate and Post Graduate program are required to submit formal application by registering themselves in the College. Further a merit list of the eligible candidates will be notified for admission. 2. PG Students who get seats based on the criteria of entrance examinations/counselling conducted by KEA or Government/Affiliating University shall also submit formal application to College along with the entrance examination Counselling details. Students of both the above said categories shall ensure their admissions by submitting all the credentials of qualifying examinations,</p>

relevant documents by payment of the necessary fees online or in college counter. 3. Facility of different counselling units are established during the admission process to smoothen students' academic needs. Class timetable and Student Assignments are uploaded on the college websites. All clubs and forums announce events results on their webpage BCAssist app is revised with additional features and every Wednesday Online Aptitude test is conducted for all students All teachers e-mail ID are uploaded on the website and Students can communicate to the faculty members through e-mail

#### Examination

Institution is affiliated to Bangalore University and all the examination processes like registration of students for semester exams, payment of examination fee, generating admission tickets etc are adapted online. Internal assessment marks are being fed by the college on university portal. The semester examination will be conducted by the college as norms prescribed by the Bangalore University. Valuation process will be completely taken care by the Affiliating University. The results will be announced by the University through online and at the institution level is announced on the notice board. The College installed CCTV cameras to monitor the conduct of examinations.

### 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	Mrs N Mithili Devi	International Conference on Computing, Communications and Data Engineering	-	750
2018	Mrs FarzanaTasneem M I	Workshop on "Assessment of population status and removal of bioresources in forests with	-	450

		special emphasis on medicinal plants in Karnataka" from Dec 15th to Jan 15th		
2018	Mrs Chandana	One day National Conference at M.H .Mahadekkal aavanvanijya University on 5th January 2019	-	1200
2018	Ms NavyaShree R M	Presented a paper at National Conference on Extending post-colonialism: living in an age of 'precariousness' and 'precarity' at Christ deemed to be University on 4th 5th Feb 2019	-	1500
2018	Mr Girisha K	Participated in Two days State Level Conference on "Dr.B.RAmbedker thoughts and ideas" held in Dharwad, Karnataka.(S) on 4th and 5th October 2018	-	0
2018	Mrs Janaki P	National level conference at T John on 31-10-18 on Inculcating the mindset change towards quality enhancement on the topic "Impact of ICT in education performance"	-	1000
2018	Mrs Sunitha C R	National level	-	1000

		conference at T John on 31-10-18 on Inculcating the mindset change towards quality enhancement on the topic "Impact of ICT in education performance"		
2018	Mrs Meera V	National level conference at T John on 31-10-18 on Inculcating the mindset change towards quality enhancement on the topic "Impact of ICT in education performance"	-	1000
2018	Mrs Mahalakshmi A L	National level conference at T John on 31-10-18 on Inculcating the mindset change towards quality enhancement on the topic "Impact of ICT in education performance"	-	1000
2018	Mrs Mini K Abraham	One day workshop on Revised accreditation Framework of NAAC on 6th October 2018	-	1000
<a href="#">View File</a>				

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	FDP on	-			54	12

	Enhancing Teacher's capacity towards creating a conducive learning environment		23/07/2018	23/07/2018		
2018	-	Training Program on "MS Office Tools for Administrative staff"	07/07/2018	13/07/2018	0	14
2018	-	Training Program on " Using Internet tools in Office work"	09/06/2018	09/07/2018	0	12
2018	-	Training Program on "Using Excel in Office Automation"	14/12/2018	14/12/2018	0	14
2019	-	Training in "YOGA for Health"	02/11/2019	16/12/2019	0	11
2018	National Conference on Recent trends in Management , IT and Psychology on Social Media: Challenges and Opportunities	-	12/06/2018	12/06/2018	156	20

[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
Assessors Orientation Programme	5	18/12/2018	19/12/2018	2



conducted by NAAC , Bengaluru				
NAAC Revised Accreditation Framework RAF at Seshadripuram First Grade College, Yelahanka, Bengaluru	2	10/06/2018	10/06/2018	1
Refresher course sponsored by UGC-HRD Center, Bangalore University, in Library Information Science	1	08/06/2018	28/08/2018	21
Refresher course sponsored by UGC-HRD Center, Bangalore University, in English	1	24/09/2018	16/10/2018	21
Short term course sponsored by UGC-HRD Center, Bangalore University on	1	25/10/2018	31/10/2018	7
National Education Seminar at Acharya Institute of Graduate Studies on "Adoption of New pedagogies and Paradigms" , Bangalore	5	09/05/2018	09/05/2018	1
National Symposium "Impact of Teaching beyond Classroom on Skill developed" ASC College	2	10/12/2018	10/12/2018	1
Seminar on New Economy for	1	02/04/2019	02/04/2019	1

New India at Centre for Society and Policy IISC				
Symposium on "Cryptocurrency - a New paradigm in Economics' at M P Birla Institute of Management , Bengaluru	3	08/03/2018	08/03/2018	1
One Day National Symposium " New India - Emerging Challenges and Evolving Strategies" by ASC on 12th Oct 2018	2	10/12/2018	10/12/2018	1

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#### 6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
75	75	64	64

#### 6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
26	21	8

### 6.4 – Financial Management and Resource Mobilization

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

Institution has its own internal audit mechanism, an ongoing continuous process in addition to its external audits. Qualified internal Auditors from external resources are permanently appointed. A team of staff under them do thorough check and verifications of all vouchers, supporting documents, records and books, e-statements of the transactions that are carried out in each financial year including budget estimations, utilizations, cash transactions, bank reconciliation statements, test cheque and verification of the events happened in the area of financial managements. Internal audit is carried out twice a year: 1st Audit - in the Month of March to obtain budgets and approvals 2nd Audit - in the Month of September to review the utilization of budgets and for ratification of new items not included in the 1st Audit Budget EXTERNAL AUDIT: External audit is carried out in an elaborate manner on yearly basis by TD JAIN AND DISAKARIA, CHARTERED ACCOUNTANTS. The institution accounts are audited regularly by both Internal and statutory auditors. As of now there is no major findings / objections. Minor errors of omissions and commissions pointed by the audit team are immediately rectified / corrected and precautionary steps are taken to avoid references of such errors in future.

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
VANI INSTITUTE GOVINDE GOWDA EXAMINATION SALE OF OLD NEWS PAPER DIVYA JYOTHI ASTROLOGY VIJAYALAKSHMI CANTEEN - SE EURO KIDS KIDSZEE E- WASTE MANAGEMENT ACE CREATIVE LTD YOGA SHRI RAM PLAY HOME KIDS CUBE AISHE MICRO LABS LTD	27160451	Utilisaction of Infracture Infracture development
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6.4.3 – Total corpus fund generated

25000000
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## 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	Private	Yes	AAA-Surana College
Administrative	Yes	ISO	Yes	AAA-Surana College

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

<p>? First Parent - Teacher Interaction for the academic year 2018-19 was conducted on SWAGATH held on 24.06.2018. The Inaugural Programme SWAGATH welcomes all parents of First Year Students. On this day, Mentors introduce themselves to their Mentees and respective parents. On this platform parents interact and share their concerns with the faculty members directly which helped mentors to understand the students better. For second and Final Year Students parents, Parent-Teacher meeting was conducted by all the departments.</p> <p>? NCC and NSS departments invited parents for Independence Day and Republic Day celebration. Parents came in good numbers to participate in flag hoisting and in the celebration. Parents also participated in Save Food Signature Drive. ? Father of Shalini, III Yr BCom Students participated in Voting Awareness Rally conducted by NSS department on 12-04-2019. He addressed students on importance of voting and briefed the voting process ? Parents of Surana College participate in Varnotsava 2018-19- the festival of colours. Every year the event is scheduled on Sunday as parents come, witness and participate in large numbers. PTA and Feedback committee together collects feedback from Parents as a part of STEAP process</p>
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6.5.3 – Development programmes for support staff (at least three)

<p>1. Lecture and Hands on Training on "Use of Fire Extinguisher" held on 09-02-2019 in association with Om Fire Service by Mr Rangaswamy C J , Proprietor , Om Fire Service 2. ERP Training for Office Staff 3. Lab attenders had an opportunity to attend training on "Handling of Gas Cylinders in the Lab" at IISC on July-2018</p>
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6.5.4 – Post Accreditation initiative(s) (mention at least three)

1. Surana College research Project under the title " A Novel Patent for the preparation of Metopimazine" got patented. Dr Sakunthala Samuelson was one of the inventor of the patented product. 2. Surana College in association with JICE for the academic year 2018-19 started the Competitive Exam Coaching Centre to nurture the Youth and to provide complete support and strategic guidance to mould them into an effective member of Knowledge Community. The coaching started with objective to provide simplified training to excel in eligibility exams alongside the curriculum. 27 aspirants benefited from this interaction. 3. College MIS OPTRA Software works across the office pertaining to admissions, fees, examination, administration and other standard support facilities. For the academic year 2018-19 updated version of OPTRA was implemented. ERP training was provided to all office staff on the updated version. 4. For the academic year 2018-19 the number of student admissions improved from 640 to as compared to 506 students in the academic year 2017-18

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	Yes
c) ISO certification	Yes
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	1 Day workshop on Revised Accreditation Framework of NAAC in association with NAAC	01/11/2019	01/11/2019	01/11/2019	169
2019	3 Days Workshop on Intellectual Property Rights	25/02/2019	25/02/2019	25/02/2019	250
2019	Lecture and Hands on Training on "Use of Fire Extinguisher " was held on in association with Om Fire Service by Mr Rangaswamy C J , Proprietor , Om Fire Service	02/09/2019	02/09/2019	02/09/2019	45

## 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
Talk on "Hormones and Imbalance" by Dr.Shridhar	25/10/2018	25/10/2018	40	30
WE_ON_GO, Self defense training by Ms. ShimulBhodia.	02/03/2019	02/03/2019	30	20
"International Women's Day, a seminar on 'Women Rights' was organized by Advocate Anjali Ramanna"	08/03/2019	08/03/2019	70	37
"Workshop on Gender sensitization and Gender Equity"	25/02/2019	27/02/2019	50	50
Shadow play on 'women empowerment'	15/09/2018	05/10/2018	5	7

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
<p>The institution has been replacing the traditional tube lights with LED lights in the past 5 years. This has led to a power saving of about 7080 watts annually. Solar panels are installed in the surrounding premises of the institution. During 2018-19 a total of 42 No of CFL lights with rating of 336 W each were replaced with 18 W LED lights, thus reflecting a total saving of 300 units/annum. Similarly replacement of 4 pin conventional light replacement with 18 W LED lights reflected in annual savings of 300 units/yr Thus total annual power saving 907.2 lakh units/yr ? Total power requirement of the institution is 80.5 KVA/ month ? Power requirement met by renewable energy sources - 3.5 KVA / month ? Renewable energy source solar Plant ? Renewable energy generated and used - 3.5 KVA Grant / used 2 KVA ? Energy supplied to the grid - 100kVA</p>

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	10
Provision for lift	Yes	19

Ramp/Rails	Yes	10
Braille Software/facilities	Yes	5
Rest Rooms	Yes	10
Scribes for examination	Yes	19
Special skill development for differently abled students	Yes	19
Any other similar facility	Yes	19

#### 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	0	1	11/07/2018	1	Poster making Competition on Anti Ragging	The posters were displayed in the campus to spread the initiatives to the students and also invited localities to be a part of the awareness competition	48
2018	1	0	29/07/2018	1	SwacchBharathAbhiyan	The locality around South end road was cleaned by the students and also painting of the walls was done giving	53

						the streets a makeover	
2018	1	0	21/10/2018	1	No food waste" awareness drive initiative	On account of world food day, the event was organized in Jain temple, Attibele. The oath was administered to the public to not waste food.	43
2019	0	1	10/02/2019	1	Eye check up camp-	Our college with Neth radhama super speciality eye hospital organized a FREE CHECK UP CAMP that mainly concentrated on students, working class and neighbors of the college.	25
2019	0	1	01/03/2019	3	Democracy Warriors	To enroll all the students who are 18 years and above, to include their names in the voters list that was tracked	53

by B-PAC.  
Localities  
were  
Informed.

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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)
Extract of the code of conduct for Principal, Director, Teachers, Director of Physical Education, Administrative Staff, Technical Staff and Supporting Staff	10/04/2019	Code of conduct was announced during the Inaugural Programme of all courses. A sheet to explain in detail was also distributed to new students. Reminder of the expected code of conduct was done for the II year and III year students in the reopening day. During the parents meet that is conducted twice a semester the code of conduct is displayed on the notice boards. The code of conduct is uploaded in the website of the college. The discipline committee used the code of conduct to show to all stake holders on the course of how the issues are solved.

#### 7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Dengue Awareness Drive	10/07/2018	10/07/2018	20
A Social Campaign on Hindu Widow Remarriage Act of 1856 was conducted to Spread awareness on Brutal practices of Widowhood	26/07/2018	26/07/2018	40
Under water pollution awareness	16/10/2018	16/10/2018	20
Camo ECO Walk and Cleansiness Drive: Cubbon park	26/01/2019	26/01/2019	30
Animal rescue and rehabilitation	17/04/2019	17/04/2019	20

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



1. Save water Initiative on 21st march 2018 2. Plastic free initiative 3. Say No to Straw Initiative on 26th March 2019 4. Zero Garbage Kitchen Initiative on 18th March 2019 5. Contribution of newspaper to NGO

## 7.2 – Best Practices

### 7.2.1 – Describe at least two institutional best practices

**BEST PRACTICE 1 TITLE OF THE PRACTICE:** Indigenous Language Year Objective of the Practice UNESCO declared the year 2019 as the year of indigenous languages around the world. A native language in a region of the country is called its indigenous language. The year of indigenous languages focuses on preserving the wide variety of languages worldwide, especially in the places like India, due to urbanization and western influence, people tend to speak common language more than their own mother-tongue. Indigenous languages are on the verge of extinction and celebrating Indigenous languages years, aims at preserving these languages, raise the awareness to benefit the people and to appreciate their cultural diversity. The Context A language that is native to a region and spoken by the local people is an indigenous language. This language is from a linguistically distinct community that originated in that area. People worldwide have stopped passing on their ancestral language and prefer to adapt to the majority culture. This has led to linguisticide. To draw the attention of people to the loss that they are going through by the extinction of languages, events must be conducted that highlight the cultural and religious heritage of our country. Every educational institute has a Cultural forum. The activities conducted by that forum must relate to the rich heritage of our language and culture. The younger generation being a part of such forums must learn and develop skills which focuses on such motives. The college students are the perfect choice to depict and showcase these ideas. Practice The event that embarked the importance of indigenous languages was the Language Seminar that was organised by the Language department. The Kannada, Hindi, English, and Sanskrit department came together to celebrate the year of Indigenous languages. Each department conducted fun filled activities for the students engaging them in research on languages. With respect to this context, language departments organized various activities. From department of Hindi. Ankur Sahityik Sangh Conducted Inter Class Paper presentation Competition on "The role of Indigenous language in India's Development "on 3rd March 2019. Totally 19 students took part and presented the paper. On 8th August 2018, the Hindi club made sure to bring out the inside artists of the students by conducting a drama workshop for them. The theme of the drama was "BHOOK" that is HUNGER to quest their greed. Many students initiated with their interests and put up a great show to the audience to gather a lot of appreciation. On 21st March 2019, language department conducted World Poetry Day. Mr. Chandan Panday preceded as the chief guest. He gave a valuable lecture on poetry which was inspirational for all the students. The students were given an opportunity to recite any poem of their choice and in indigenous language. On 14th February 2019 department of English conducted an event to raise the awareness of the consequences of the endangerment of indigenous languages around the Nation. To Commemorate this department conducted the survey among the students of Surana College to find out the linguistic diversity and conducted the poetry competition, Muktachanda ....I wonder as a lonely cloud .... poetry writing and recitation to celebrate the year of Indigenous languages in their mother tongue/Indigenous languages. In this activity department as found that in urban city like Bangalore we find varieties of languages nurtured among the students. As per the survey we have around 19 different language speakers studying in Surana College in the year 2018-19. From 30th July to 9th August department of Sanskrit organized Sanskrit Theatre workshop in collaboration with "Articulate Dance Studios" under the Mentorship of Guru Vidwan Mysore B Nagaraj Evidence of Success Success is identified in the college that has an Indigenous leadership group. This group

provides the foundation of a strong learning environment and supports locals and community language speakers to come and work. Varnothsava is an event all about making people aware of the Indigenous language year, the importance of language and the endangerment of languages. Each department creates an environment in their respective departments based on the theme and perform all art forms. Problems encountered and resources required: Most students face the problem of mingling with peer groups due to lack of communication. Each person being Cultural and Linguistically different, needs to understand the other person's language to bond. The resources required to overcome the problem of communication is always communication itself. The fear of talking to someone in their native language can be overcome only by trying to talk in the same.

Practice of performing arts and cultural forums are best way to promote indigenous languages and celebrate them. BEST PRACTICE 2 TITLE OF THE PRACTICE:

**RICH IN EXTENSION ACTIVITY** Objective of the practice : The college maintains its social cohesiveness through extended activities in the neighborhood community to sensitize students about social issues. The college consistently promotes the participation of students and faculty members in socio-friendly extension activities through various cells and activity centers. The college aims to develop students Emotional Measure through their interaction with various challenges and hurdles faced by the people in the nearby community and encourage stakeholders to develop their positive attitude towards life. To raise the awareness among students, build their personality, promote to build better social , intellectual life. The Context : In recent times we can see many issues arising. Some of them are women harassment, cleanliness, deforestation, drug addiction and so on. So prior to promote the idea of Smart City , 'A city needs to be clean before it becomes smart'. Some of the facts to know the reason behind cleanliness are (1) To fulfill SDG(sustainable

development knowledge platform) Goal 6 of UN that ensures availability and sustainable management of water and sanitation for all. (2) To effectively and efficiently handle waste generated so people are encouraged to separate wet and dry garbage. When we see the reasons behind these issues, one such is the lack of education, lack of initiatives in society to provide awareness, safety measures and environmental issues. Our college has identified all these aspects and planned and executes as an extension activity. Practice: One of the major extension activities executed by NSS was on 3rd October 2018 on a special activity named, "SAVE FOOD", It was remarkable oath ceremony. Every student participated and pledged an oath. It had following three goals. • NOT WASTE FOOD, • Food underserved on your birthday, Anniversary, or other big personal occasions, • Encourage friends and family to not waste food either and support feeding the deserving. Oath Card having the title "Akshaya Patra" having the content "Sign the Akshaya Patra Pledge Cards... To Create Better India " and " Let's make our voice heard..." was distributed. These signed pledge cards by students and staffs were to the Hon'ble Prime minister to request his attention to the deserving cause of eliminating malnourishment in his 'maan ki baat'. This card was also hosted in website. Another well-known activity executed by NSS volunteers every year organizes an extension activity named as 'Village Camp'. This year NSS volunteers held camp of 7 days in KANMANGALA Village of CHANPATNA Taluk, from 28th to 3rd April 2019. In such a way our college is conducting many more rich extension activities through NCC, Rotaract, and various other departments. Evidence of Success: The effect of our extension activity has been appreciated by the management and given the complete support for the activity physically and financially. These extension activities were widely welcomed and appreciated. Especially, the 'SAVE FOOD' initiative when taken to temples, everyone who visited, along with volunteers started working on the slogan. Voluntarily those who visited temple started signing the card with slogan -Stop, Go, Save Food. It has become an inspiration eventually a habit. Slogans saying - 'No Wastage of Food' are put in college premises by students. From management to supporting staffs all are working towards the

pledge and it has become a habit. Problems encountered and resources required: An activity that encompasses the learning of a lesson is an extension activity. Usually, it is made available to the students which is done in a small group. But always it should be made as a practice which is time consuming. Before it becomes a habit, for instance, in save food program everyday monitoring for spillage of food in the college premises as well as mainly in canteen is needed. Constant remainders for any activity is a cumbersome act. The skills required for the agent who promote extension activity should be able to plan, manage activities, should be a commutator verbally, should be able to recognize and understand the problems and propose the course of action

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

[https://www.suranacollege.edu.in/images/NAAC/AQAR2018-19/C7\\_BEST\\_PRACTISES.pdf](https://www.suranacollege.edu.in/images/NAAC/AQAR2018-19/C7_BEST_PRACTISES.pdf)

### 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

Nurture Extensive Personality in students through Leadership program The Vision of Surana College is "To become the educational institution of preferred choice by ushering the convergence of knowledge, skills values through holistic education". The college imparts education based on the premise that each student along with their academics and hobbies finds purpose in life through interactions with community around, to the natural world. Good leadership is essential to business, to Government and to the numerous groups and organisations that shape the way we live, work and play. Leadership is an important factor for making an organisation successful. Leadership transforms the potential into reality. Managements, for getting the work done by others, is to supply leadership in the organisation. As group efforts and teamwork are essential for realizing organizational goals, leadership, becomes vital for the execution of work. Effective leadership is needed at different levels of management from top management down process through its leadership action. It is the social skill of leadership that accomplishes objectives by mobilization and utilization of people. Through the exercise of leadership, managers can influence any group of human work accomplishment. Leadership pulls up the group to a higher level of performance through its work on human relations. Leadership is the natural accompaniment of all associations of human beings. For their personal and social contentment, workers are performed to rely mostly on informal leadership. Competent leadership can, however, integrate informal organizations with formal organization and utilize them constructively for achieving company objectives. Leadership, encourages and stimulates action from workers by innovating them in planning and decision-making activities

Leadership in students:- A leadership program was organized to promote all these skills and develop distinctive leadership qualities among students. A unique program was initiated by the student support council on 28th July 2018 to enhance the leadership quality. The initiation of the activities for 2018 - 2019 was declared open by Ms. Maya Chandra, Independent film maker through student council cell. The guest delivered a guest lecture on leadership qualities and capacity building. Also, Maya Chandra administered oath to the council members stating their duties and responsibilities. Our Alumni Mr. G. Hariprasad, Chartered Accountant, interacted with our students on 29th January 2019. He motivated our students by his inspiring words and stressed on the importance of academics and capacity building skills. . Teaching and non-teaching faculties are often undergo faculty development program such as "Enhancing teachers capacity towards creating a conducive learning environment" on July 23rd 2018 by Ms.Champa Saha. Even Supporting staffs were given workshop to learn leadership in handling gas cylinders, fire extinguishers to quench all

types of fire when needed. From students to faculties to supporting staff, leadership qualities are incorporated. Thus, Surana College moulds the character and career of each of our students and harvests the leadership qualities in them and this is our most distinctive feature.

Provide the weblink of the institution

<https://www.suranacollege.edu.in/images/NAAC/AQAR2018-19/7.3.INST.DISTINT.pdf>

### **8.Future Plans of Actions for Next Academic Year**

1. Aiming at striving for excellence, the Academic Calendar would be prepared, as per the Academic Calendar of the Affiliating University with additional activity. During 2019-20, we plan to make the Academic Calendar more 'action-oriented', especially as per the needs of various Departments 2. Initiate action to get MCA and MBA department NBA accredited 3. Application for Autonomous Status. 4. Improvement in ICT enabled infrastructure. 5. Conduct of Seminars on IPR activities, Strengthen incubation centre 6. Improvement in the placement opportunities for students. 7. Continuation of efforts towards eco-friendly practices 8. Strengthen Alumni data base 9. Motivate faculty to take up more number of research activities and to publish more number of papers and deferent journals 10. encourage faculty to get updated their bio data so as to become members of BOS and Academic Council members of Affiliating university and other Colleges 11. Implement feedback system in true sense for the benefit of all stakeholders- Teacher, Students, Alumni, Parents and Employers