



Yearly Status Report - 2019-2020

Part A

Data of the Institution

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| 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. | 9480742574 |
| Registered Email | iqac@suranacollege.edu.in |
| Alternate Email | ugprincipal@suranacollege.edu.in |
| Address | Surana College, No-16, South End Road, Bangalore-560004, MBA, MCA & M.Sc Psychology courses are permitted to run at, CA, 17, Kengeri Satellite Town, Bangalore-560060 |
| City/Town | Bangalore Urban District |
| State/UT | Karnataka |

| Pincode | 560004 | | | | | | | | | | | | | | | | | | | | | | | | |
|--|---|------|----------------------|-------------|-------------|-------|-------|------|----------------------|----------|--|-------------|-----------|---|---|------|------|-------------|-------------|---|----|------|------|-------------|-------------|
| 2. Institutional Status | | | | | | | | | | | | | | | | | | | | | | | | | |
| Affiliated / Constituent | Affiliated | | | | | | | | | | | | | | | | | | | | | | | | |
| Type of Institution | Co-education | | | | | | | | | | | | | | | | | | | | | | | | |
| Location | Urban | | | | | | | | | | | | | | | | | | | | | | | | |
| Financial Status | Self financed | | | | | | | | | | | | | | | | | | | | | | | | |
| Name of the IQAC co-ordinator/Director | Dr. A. Srinivas | | | | | | | | | | | | | | | | | | | | | | | | |
| Phone no/Alternate Phone no. | 08026541095 | | | | | | | | | | | | | | | | | | | | | | | | |
| Mobile no. | 9341241249 | | | | | | | | | | | | | | | | | | | | | | | | |
| Registered Email | iqac@suranacollege.edu.in | | | | | | | | | | | | | | | | | | | | | | | | |
| Alternate Email | director.mca@suranacollege.edu.in | | | | | | | | | | | | | | | | | | | | | | | | |
| 3. Website Address | | | | | | | | | | | | | | | | | | | | | | | | | |
| Web-link of the AQAR: (Previous Academic Year) | https://www.suranacollege.edu.in/wp-content/uploads/2021/03/AQAR-2018-19.pdf | | | | | | | | | | | | | | | | | | | | | | | | |
| 4. Whether Academic Calendar prepared during the year | Yes | | | | | | | | | | | | | | | | | | | | | | | | |
| if yes,whether it is uploaded in the institutional website: Weblink : | https://www.suranacollege.edu.in/images/NAAC/AQAR2019_20/Part-AQN4_Academic_Calendar_2019-20.pdf | | | | | | | | | | | | | | | | | | | | | | | | |
| 5. Accrediation Details | | | | | | | | | | | | | | | | | | | | | | | | | |
| <table border="1"> <thead> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accrediation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>A</td> <td>3.44</td> <td>2014</td> <td>21-Feb-2014</td> <td>20-Feb-2019</td> </tr> <tr> <td>2</td> <td>A+</td> <td>3.49</td> <td>2019</td> <td>01-May-2019</td> <td>30-Apr-2024</td> </tr> </tbody> </table> | | | | | | Cycle | Grade | CGPA | Year of Accrediation | Validity | | Period From | Period To | 1 | A | 3.44 | 2014 | 21-Feb-2014 | 20-Feb-2019 | 2 | A+ | 3.49 | 2019 | 01-May-2019 | 30-Apr-2024 |
| Cycle | Grade | CGPA | Year of Accrediation | Validity | | | | | | | | | | | | | | | | | | | | | |
| | | | | Period From | Period To | | | | | | | | | | | | | | | | | | | | |
| 1 | A | 3.44 | 2014 | 21-Feb-2014 | 20-Feb-2019 | | | | | | | | | | | | | | | | | | | | |
| 2 | A+ | 3.49 | 2019 | 01-May-2019 | 30-Apr-2024 | | | | | | | | | | | | | | | | | | | | |
| 6. Date of Establishment of IQAC | 05-Aug-2009 | | | | | | | | | | | | | | | | | | | | | | | | |
| 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 |
| 2 days FDP on Best Practices in Multimedia-Based Education | 04-Nov-2019 2 | 102 |
| Inhouse Symposium | 05-Nov-2019 1 | 40 |
| FDP on Management lessons from Panchatantra for teachers | 04-Jan-2020 1 | 65 |
| Webinar on Biotechnology in association with KSTA and BIOCON Academy | 03-Jul-2020 1 | 150 |
| Quality Improvement Programme on | 17-Aug-2019 1 | 20 |

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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 |
|------------------------------------|----------------------------|-------------------------------------|-----------------------------|--------|
| Botany | National level competition | Surana Alumni Association | 2019 180 | 47000 |
| MBA | NCFM exam | NSC Academy | 2019 180 | 22000 |
| BBA | Rajatha surje | Mahaveer Sales, Car Singar, Beforex | 2019 180 | 36000 |
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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 |

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| 11. Whether IQAC received funding from any of the funding agency to support its activities during the year? | Yes |
| If yes, mention the amount | 1275000 |
| Year | 2020 |

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

• Organizing innovative and significant events like i) Intercollegiate Faculty Development Programme on "Best Practices in Multimedia Based Education" on 4112019 and 51120 ii) Inhouse Symposium on the latest research trends on 4122019 iii) FDP on "Management lessons from Panchatantra for Teachers" on 412020 iv) Webinar on Biotechnology conducted in association with KSTA and BIOCON Academy on 3072020 v) Quality Improvement Programme on "Application of mathematics in our Daily Life" on 17082020 • Yoga class was introduced and conducted for all staff and students. • Smart TVs with internet facility was installed in the classrooms. • Students and Faculties developed project in collaboration with Azyme Bioscience Pvt Ltd. • More number of Green initiatives Awareness programmes: i. Guest lecture on Waste management ii. poster competition Global warming iii. collage competition conservation of environment iv. Nature My Valentine A 10 day seed collection programme in collaboration with Green Life Earth NGO v. Gynanapragathi Planting the sapling programme at Hosahalli, HDKote was organized.

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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 |
|---|--|
| Conduct enrichment programs to empower students | 21 Value added courses offered by different departments during the year 1233 students benefited |
| Feedback collection from stakeholders | Due to COVID-19 pandemic, online classes were held from the month of April 2020. The feedback committee met virtually and designed a well-structured questionnaire. The questionnaire included questions about online classes which was new for both teachers and students. As students were not available in the campus due to pandemic, the feedback was collected only after the syllabus was completed. Results and details uploaded on institutional website. |
| Encourage faculties to publish research publication in the journals notified on UGC website | • 49 faculties attended Seminars/ Workshops at International level, 110 at national level, 31 at state level and 136 at local level • 10 faculties |

| | |
|---|---|
| | Presented papers at International level, 10 at national level, 1 at state level and 1 at local level • 1 faculty participated as resource person at international level, 1 at national level and 2 at local level |
| Provide more emphasis on conducting extension activities in outreach areas | 37 extension activities conducted in neighbourhood villages and urban slums areas and 1215 students are participated |
| To concentrate more on students pass percentage and to get placement for students | • During the year pass percentage UG-88.50% and PG-99.50% • UG placement-90, PG placement 39 |
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|--|-----|
| 14. Whether AQAR was placed before statutory body ? | Yes |
|--|-----|

| | |
|------------------------|--------------|
| Name of Statutory Body | Meeting Date |
| Governing Council | 24-Jun-2020 |

| | |
|--|----|
| 15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ? | No |
|--|----|

| | |
|---|-----|
| 16. Whether institutional data submitted to AISHE: | Yes |
|---|-----|

| | |
|--------------------|------|
| Year of Submission | 2020 |
|--------------------|------|

| | |
|--------------------|-------------|
| Date of Submission | 19-Feb-2020 |
|--------------------|-------------|

| | |
|--|-----|
| 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 are managed through MIS. The MIS also has the Communication system to reach the students and 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 consist of Chairperson and Program coordinators. We believe in adopting a holistic Approach towards the effective delivery of the curriculum through a Structured and transparent process. 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: ü The Syllabus of the institution is as per the Curriculum provided by the Bangalore University. ü Calendar of events are prepared as per the Bangalore University Academic schedule and the action plan for the department is planned accordingly. ü Annual Calendar of events is prepared by the Committee organized for the said purpose. This takes into consideration the National, State and local holidays. ü 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. ü Induction programme is scheduled to provide, an insight of higher education and bridge the expectations in mindset of newly inducted students for the concerned programmes. ü 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. ü Academic calendar is prepared to fulfil the objectives of the curriculum delivery. ü At All programs – Program Specific Outcomes (PSO) and Program Outcomes (POs) are developed for each program and Course Outcomes (Cos) are defined for each course. ü Progresses of the syllabus coverage and course delivery are obtained from the faculty through Lesson plan. ü Competence mapping (subject allocation happens based on qualification, specialisation and area of interest), is undertaken at department level to ensure competency of the Professor 's to handle the courses. ü At the beginning of their academic year the Professor's prepare the lesson plan for the courses they handle. ü Eminent academicians and industrial experts are invited for delivering lectures on current trends in the economy related to curriculum. ü The college provides 10 certificate/diploma and 21 value-added courses. (Python, Tally, Corporate attitude and education, Fashion styling) ü Taking feedback from students on faculty, course outcomes and content delivery. ü Analysing results after each semester. ü Review of curriculum outcomes ü Planning for new courses and training modules to fill in curriculum gaps. ü Training of Professor's for new courses through orientation programs and online courses. ü Introduction of new courses and training ü Timely updation of Faculty happens through programs like online NPTEL courses, FDP's, Conferences, Seminars to be on par with current needs. ü Regular meeting of the committee to evaluate the effectiveness after each semester. ü 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/entreprene urship | Skill Development |
|-------------|-----------------|-----------------------|----------|---|-------------------|
|-------------|-----------------|-----------------------|----------|---|-------------------|

| | | | | | |
|--|-----|------------|---|---|--|
| KWEC (MBA) | Nil | 01/10/2019 | 5 | employabil ity/ entrepr eneurship | Personality development |
| KWEC (B. Com) | Nil | 25/09/2019 | 2 | Personality development | Focus on improvement of communica tion skill overall personality development of the students. |
| KWEC (MCA) | Nil | 03/03/2020 | 3 | Personality development | Focus on Employment |
| Unicode Ek Parichay- Suchana Praudyogiki Tatha Hindi | Nil | 16/09/2019 | 1 | Employabil ity/ Entrepr eneurship | This Course help everyone to achieve mastery of basic to advance computer skills to improve the value in today's part time job Market |
| Soft Skills Development and Business Etiquette | Nil | 07/04/2020 | 3 | Employabil ity/ Entrepr eneurship | Enables students in employment and start their own private practice. |
| Mahiti Tantra jnana Mattu Kannada | Nil | 28/02/2020 | 1 | Employabil ity/ Entrepr eneurship | Focus on Employment |
| Art of living | Nil | 15/10/2019 | 5 | Personality development | Focus on Employment |
| Digital Marketing Course (BBA) | Nil | 23/12/2019 | 7 | Employabil ity/ Entrepr eneurship | Focus on Employment |
| KWEC (BBA) | Nil | 14/10/2019 | 2 | Personality development | Focus on Employment |
| Stock and Commodity Market (M.Com) | Nil | 30/09/2020 | 7 | Employabil ity/ Entrepr eneurship | Focus on Employment |

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

| Programme/Course | Programme Specialization | Dates of Introduction |
|-------------------|--------------------------|-----------------------|
| Nil | Nil | Nil |
| No file uploaded. | | |

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

| Name of programmes adopting CBCS | Programme Specialization | Date of implementation of CBCS/Elective Course System |
|----------------------------------|--------------------------|---|
| BA | HEP | 15/07/2019 |
| BA | HTJ | 15/07/2019 |
| BA | JOP | 15/07/2019 |
| BCA | Computer Applications | 15/07/2019 |
| BSc | CBBt | 15/07/2019 |
| BSc | PMCs | 15/07/2019 |
| BCom | Commerce | 15/07/2019 |
| BBA | Business Administration | 15/07/2019 |
| MBA | Business Administration | 09/09/2019 |
| MCA | Computer Applications | 19/08/2019 |
| MSc | Psychology | 19/08/2020 |
| MCom | Commerce | 19/08/2019 |

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

| | Certificate | Diploma Course |
|--------------------|-------------|----------------|
| Number of Students | 895 | 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 |
|------------------------------------|----------------------|-----------------------------|
| Business English Certification | 11/11/2019 | 100 |
| Basics of Financial Markets | 13/04/2020 | 96 |
| Marketing Research Analysis | 01/08/2019 | 56 |
| Tally | 27/01/2020 | 183 |
| Pre-Placement Training | 18/12/2019 | 131 |
| Python Programming | 21/06/2019 | 44 |
| J2EE Programming | 09/01/2020 | 55 |
| PHP | 22/07/2019 | 30 |
| ASP.NET | 09/01/2020 | 51 |
| Clethora in Bioavenues | 01/09/2019 | 50 |
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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 Application | 51 |
| MSc | Psychology | 47 |
| MBA | Marketing | 42 |
| MBA | HR | 46 |
| MBA | Finance | 14 |
| BA | Psychology | 4 |
| BBA | Marketing | 52 |
| BBA | HR | 37 |
| BBA | Finance | 27 |
| MCom | Commerce | 20 |
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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 |
|--|
| <p>Feedback is not a mere mechanism for evaluation, but also helps to achieve the vision and mission of any institution. For an educational institution, it plays an important role in the overall development and ensures continuous improvement. Feedback from all the stakeholders such as - Students, Teachers, Employers, Alumni and Parents increases engagement and ownership of learning and enables continuous improvement. Feedback taken from stakeholders, helps in identifying the gap areas in diverse fields. CHANGES IN FEEDBACK COLLECTION DUE TO COVID-19 PANDEMIC Due to COVID-19 pandemic, online classes were held from the month of April 2020. The feedback committee met virtually and designed a well-structured questionnaire. The questionnaire included questions about online classes which was new for both teachers and students. As students were not available in the campus due to pandemic, the feedback was collected only after the syllabus was completed. TYPE OF QUESTIONS RAISED TO STAKEHOLDERS .</p> <ul style="list-style-type: none"> Students - About online classes, teaching-learning practices, examination system, fairness in awarding internal marks, library facilities, skill-based training Teachers - About online classes, 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 skillset 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 attendance monitoring during online |

classes, Parent teacher interaction, mentoring mechanism, library facilities, interaction with non-teaching staff. The prepared questionnaire was then submitted to the IQAC for approval. As decided during the previous academic year, the feedback was collected 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 like EXCELLENT, VERY GOOD, GOOD and POOR. The received responses were recorded in Excel sheets. The committee did a detailed analysis of the collected data. 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 underperforming questions. The report was submitted to the management for further review.

FEEDBACK MECHANISM

- Feedback questions are framed by the committee including questions on online classes.
- An online mechanism is devised to collect feedback from stakeholders of the institution.
- Feedback to be collected annually at the end of the year.
- Collected feedback is analyzed by the committee.
- Recommendations are proposed on underperforming questions by the committee.
- A 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 |
|-----------------------|---|---------------------------|--------------------------------|-------------------|
| MCom | Commerce | 40 | 41 | 38 |
| MSc | Psychology | 60 | 22 | 20 |
| MCA | Computer Applications (Admission for lateral entry only) | 60 | 0 | 0 |
| MBA | Business Administration | 120 | 103 | 101 |
| BCA | Computer Application | 120 | 120 | 120 |
| BBA | Business Administration | 140 | 110 | 110 |
| BCom | Commerce | 300 | 281 | 281 |
| BSc | PMCs/CBBt | 130 | 53 | 50 |
| BA | HEP/HTJ/JOPy | 120 | 106 | 102 |

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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 | Number of fulltime teachers available in the institution | Number of teachers teaching both UG and PG courses |
|------|---|---|--|--|--|
| | | | | | |

| | | | | | |
|------|------|-----|--------------------------|--------------------------|----|
| | | | teaching only UG courses | teaching only PG courses | |
| 2019 | 1679 | 436 | 57 | 20 | 77 |

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 |
|----------------------------|---|-----------------------------------|----------------------------------|----------------------------|---------------------------------|
| 77 | 77 | 454 | 10 | 10 | 25 |

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

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

Avid mentoring is one of the best conducts at Surana College. The mentors are not only responsible for circulating essential skills and knowledge, but also pivotal resources to mould the character and career of the mentee. The mentoring happens at various levels from monitoring the classroom performance to outstretch the personal and social support at pre and post graduate level. The structure is designed to build the confidence and sustenance among students irrespective of their diversities and to prepare them to handle the critical situation in the professional as well as personal life. Procedure: Mentoring facilitation at Surana College follows the following process · During the orientation program at the beginning of every academic year, stake holders are informed about the mentoring system, its purpose and procedure. · Under the guidance of the Head of the Institution, each department evaluate and generate the mentor- mentee list as per the student intake and the mentors' availability. · The program co-ordinators explain the expectations and responsibilities of a mentor. · The mentor-mentee list is displayed on notice board within a month after the beginning of the academic year. · The programs with smaller intake have class teachers as the mentor whereas program with higher student intake divide the mentees among the permanent faculty members who can support and counsel the mentees whenever required. · The IQAC conduct regular seminars, workshops and guest lectures for mentors to enhance the mentoring process. · The respective mentors have one to one interaction with their mentees. · The process is divided into 6 mandatory meetings per semester apart from 'on request' meetings and professional counselling session given to the students (if they need any). · The mentor counsels (if required) on health and stress (academic/filial/friends/teachers etc.)related issues. · This interactive system provides a window to gauge the student miscellany and to meet the diverse requirements of academically bright students and students with other interest. · Mentor is the facilitator with non-directive, non-judgmental approach. · The mentor ensures the documentation of the mentee's profile containing personal data, interaction details (after every meeting), academic records, achievements and progression. · He is also responsible for the continuous progression among his mentees · During the Pandemic situation mentors were suggested to conduct the mentoring session online · The purpose of online counselling was to help the mentee identify his/her individual strengths and weaknesses. · Agreeing and extending for support to overcome these weaknesses at such stressful time. · Exploring the options open for mentee to concentrate and uplift the moral during quarantine and lockdown · In the academic year 2019-20, institution has identified 77 mentors to cater the strong mentee population of 1679. · Mentoring turnout to be one of the key factors to be connected with students who were struggling to adapt the sudden changes in education system during this academic year.

| Number of students enrolled in the institution | Number of fulltime teachers | Mentor : Mentee Ratio |
|--|-----------------------------|-----------------------|
| 2115 | 77 | 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 |
|-----------------------------|-------------------------|------------------|--|--------------------------|
| 77 | 77 | 0 | 77 | 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 |
|---------------|---|---------------------|--|
| 2019 | Dr. Sakuntala Samuelson | Principal | "Best Emerging Institution of the year Award (2019)" in recognition of her outstanding contributions in the field of higher education. By PEARL Foundation |
| 2019 | Mr. Muralidhar V | Associate Professor | Adarsha Shikshaka Award (2019) by HDFC Life, Jaynagar in the field of Teaching. |
| 2019 | Lt. Kiran Anadan | Assistant Professor | Best NCC Officer (2019) by PEARL Foundation for Educational Excellence Awards in the field of Education |
| 2019 | Mrs. Mini Abraham | Associate Professor | Best Women Educator in Commerce (2019) by PEARL Foundation for Educational Excellence Awards |
| 2019 | Mr. Girisha K | Assistant Professor | Adarsha Shikshaka Award (2019) by HDFC Life, Jaynagar in the field of Teaching (Humanities). |

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2.5 – Evaluation Process and Reforms

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

| Programme Name | Programme Code | Semester/ year | Last date of the last semester-end/ year-end examination | Date of declaration of results of semester-end/ year- end examination |
|----------------|----------------|----------------|--|---|
| BA | A80 / A81 | 6th Sem | 25/08/2020 | 13/11/2020 |
| BSc | S85 | 6th Sem | 25/08/2020 | 13/11/2020 |
| BCom | C41 | 6th Sem | 25/08/2020 | 13/11/2020 |
| BBA | C26 | 6th Sem | 25/08/2020 | 11/02/2020 |

| | | | | |
|------------------------------------|-----|---------|------------|------------|
| BCA | SB7 | 6th Sem | 25/08/2020 | 22/10/2020 |
| MBA | CMD | 6th Sem | 16/09/2020 | 22/12/2020 |
| MCA | SAC | 4th Sem | 16/09/2020 | 15/12/2020 |
| MSc | SM | 4th Sem | 16/09/2020 | 13/11/2020 |
| MCom | COM | 4th Sem | 23/09/2020 | 15/12/2020 |
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

As regulated by the Bangalore University, Surana College follows the two assessment level 1) Internal Assessment - 30 marks 2) Semester end exam - 70 marks . Internal Assessment is conducted at college level by the internal exam committee with the help of respective subject teacher or department . Every semester 2 internal tests are conducted. . I Internal- after 60 of syllabus completion and preparatory after 90 syllabus completion. . At the beginning of the academic year students and faculty members are made aware of the tentative internal test schedule. Same is mentioned in the College's academic calendar of event. . The time table of the internal tests are displayed on the notice board and conveyed to students through system generated personalised messages. .

Internal exam committee is responsible body for the hassle free internal assessment at the college level. Process of internal assessment 1) Respective subject faculty prepares the question paper covering units specified in the lesson plan 2) Respective faculty prepares the scheme of valuation and answer keys for the same 3) Head of the department/ subject head validates the question paper 4) The papers are set giving equal weightage to all the units taught 5) Papers get valued as per the rubrics assigned. . Department's co-ordinator validates the results before submitting to Exam committee. . The question paper is set to adhere the outcome base learning. . The faculty prepares the question bank covering every aspect of the unit prescribed for the internal . The Bangalore University has adopted CBCS (Choice Based Credit System) according to which, 20 marks are for internal tests, 5 marks for conducts/ participation/ assignment/ projects/ presentation etc. and 5 marks for attendance. . The evaluation of internals is displayed after assessing the student as per university guidelines. . Equal chance to improvise the score is provided to every student Strategies adopted for student academic performance improvement 1) Remedial classes are organised to clarify the doubts/ re-explanation of the concepts 2) Appropriate counselling provided to overcome learning hindrances 3) Alternative assessment by using innovative techniques like Peer-tutoring, quiz and open book test etc. 4) During the year 2019-20 due to pandemic infused online teaching-learning process Google forms and on camera test were introduced for the internal assessments.

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

The college adheres by the academic calendar of event provided by Bangalore University. . The university calendar of event is guideline for opening of the academic year, semester reopening date, closing date and examination schedules. . The calendar of events committee along with Head of the institution develops and displays the College Calendar of events at the beginning of every academic year. . The same has been displayed on the college website and conveyed to department heads . Only head of the institute has an authority to amend the academic calendar of event to fit the unforeseen circumstances (like Pandemic-COVID-19) . Every department prepares the department wise calendar of event focusing on the activities decided by the respective clubs and forums. . College follows the calendar of event for the Internal Test schedules and the semester end exams. . Tentative schedule of Parent teacher meetings, Add-on

courses and guest lectures is displayed on the calendar of event. • It also displays the special days/events like, 1) Swagath: The induction program for first year degree students, 2) Sammilan: Fresher's Day, 3) Parva: College Annual day, 4) Varnotsava: Festival of Colours which is focused on the participative as well as experiential learning process adhered by the institute for students, 5) Yuvanava: Inter collegiate fest, 6) Graduation Day: encouraging the batch of outgoing students and 7) Achievers Appreciation Day: to encourage academically excelled students, along with Placement activities, Pre-placement training activities, Alumni Association activities etc., 8) Sports department conducts indoor and outdoor sports competitions for both staff and students on the Annual sports meet as per sport department's calendar of events

2.6 – Student Performance and Learning Outcomes

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

https://www.suranacollege.edu.in/images/NAAC/AQAR2019_20/2.6.1_POs_PSOs_COs.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 |
|----------------|----------------|--------------------------|---|---|-----------------|
| A80,A81 | BA | HTJ, HEP, JOPy | 41 | 39 | 95 |
| S85 | BSc | PMCs, CBBt | 36 | 23 | 64 |
| C41 | BCom | Commerce | 163 | 146 | 90 |
| C26 | BBA | Business Administration | 115 | 103 | 90 |
| SB7 | BCA | Computer Application | 106 | 97 | 92 |
| CMD | MBA | Business Administration | 100 | 100 | 100 |
| SAC | MCA | Computer Application | 51 | 51 | 100 |
| SM | MSc | Psychology | 14 | 14 | 100 |
| COM | MCom | Commerce | 37 | 36 | 97 |

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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/AQAR2019_20/2.7.1_STUDENT_SATISFACTION_REPORT_2019-20.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 | 200 | Surana College (GDA Foundation) | 507160 | 2019 |
| Minor Projects | 180 | Surana College (GDA Foundation) | 727650 | 2019 |
| Minor Projects | 120 | Surana College (GDA Foundation) | 125000 | 2019 |
| Minor Projects | 90 | Surana College (GDA Foundation) | 25000 | 2019 |
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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 |
|---|-------------------|------------|
| Seminar on Innovation and Intellectual Property rights | Psychology | 02/06/2020 |
| IPR Workshop | Biotech | 02/06/2020 |
| Intellectual Property Rights | M.Com Dept | 25/02/2019 |
| Hindi Theatrical Play- 'Civic Sence | Hindi | 16/08/2019 |
| Quality improvement Program on "Application of mathematics in our Daily Life" | Mathematics | 17/08/2019 |
| Workshop on 'Air Ticketing' for Tourism Sales Executive-Trade Corporate, Qatar Airways, Bangalore | Tourism | 16/07/2019 |
| BIOCON ACADEMY -WEBINAR | Biotechnology | 07/03/2019 |
| Leadership Qualities | MCA | 03/07/2020 |
| Interview Skills | MCA | 03/07/2020 |
| KWEC Workshop on "Personality Development" | MCA | 03/03/2020 |
| Corporate Culture | MCA | 18/11/2020 |
| Enterprise Technology and Data Center Architecture | MCA | 18/01/2020 |
| IOT | MCA | 24/08/2019 |
| Android App Development | MCA | 14/08/2019 |
| KWEC Workshop on | MCA | 18/06/2019 |

| | | |
|---------------------------|-----|------------|
| "Personality Development" | | |
| Effective resume building | MCA | 06/08/2019 |
| Workshop on Python | MCA | 24/05/2019 |

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 |
|---|-----------------------------|---|---------------|---|
| Innovation Method of Teaching | Mini.K.Abraham | WOW | 03/06/2019 | Teaching |
| "Adarsh Shikshaka Award" | Girish | HDFC life | 29/09/2019 | Teaching |
| Best Women Educator In Commerce' Award From Pearl Foundation | Mini.K.Abrahamm | Pearl Foundation | 15/03/2020 | Teaching |
| Best Paper Award | Janki.P | TIMS | 03/06/2020 | National Conference |
| Best Paper Award | Mini.K.Abrahamm | TIMS | 03/06/2020 | National Conference |
| Best NCC officer (2019) | Lt Kiran Anandan | PEARL Foundation for Educational Excellence Awards | 15/03/2020 | Education |
| Best paper award for the paper titled "A Study on Nonuser's perception towards slow adaptability of MPAYMENT System with reference to Bangalore city-Descriptive research | Kiran Anandan Mandasmitha N | Nagarjuna group of institutions in collaboration with Dhaka International University. | 08/02/2020 | Paper Presentation |
| Adarsha Shikshaka Award | Muralidhar V | HDFC Life Jayanagar | 29/09/2019 | Teaching |
| "Best Emerging Institution of the year Award (2019)" in recognition of her outstanding contributions in the field of higher education | Dr. Sakuntala Samuelson | PEARL Foundation | 15/03/2020 | "Best Emerging Institution of the year Award (2019)" in recognition of her outstanding contributions in the field of higher education during national |

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

| Incubation Center | Name | Sponsored By | Name of the Start-up | Nature of Start-up | Date of Commencement |
|--|--|----------------|----------------------|---|----------------------|
| MBA-Surana Centre for Incubation Entrepreneurs hip | Surana Centre for Incubation Entrepreneurs hip | GDA Foundation | Garage Galaxy | App based Services-Aggregation of unorganized sector | 25/05/2019 |
| MBA-Surana Centre for Incubation Entrepreneurs hip | Surana Centre for Incubation Entrepreneurs hip | GDA Foundation | Oxygen | Product development - a eco-solution to address the growing nuisance of pollution | 05/11/2019 |
| MBA-Surana Centre for Incubation Entrepreneurs hip | Surana Centre for Incubation Entrepreneurs hip | GDA Foundation | GoKsheeram | App based Services-Creating market for Diary products | 04/04/2019 |
| BCA ASISST APP | Surana College ,BCA DEPT. | GDA Foundation | APP | APP based on BCA student in enriching their IT knowledge and also help them score better in their exams | 16/11/2019 |

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

| State | National | International |
|-------|----------|---------------|
| 5 | 4 | 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 |
|------------------------|-------------------------|
| MBA | 2 |

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 | 4 | 6.03 |
| National | M.Sc Psychology | 1 | 6.3 |
| National | BCA | 1 | 4 |
| National | English | 1 | 6.3 |
| International | MBA | 5 | 5.9 |
| International | MCA | 1 | 1.6 |
| International | B.Com | 4 | 6.19 |
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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 |
|------------------------------------|-----------------------|
| B.Sc | 1 |
| BBA | 2 |
| BCA | 15 |
| B.Com | 6 |
| BA | 1 |
| Sanskrit | 1 |
| MCA | 1 |
| Conference Proceedings | 11 |
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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 |
|---|--------------------------------|--|---------------------|----------------|---|---|
| A Study On Influence Of Advertisement On Brand Discernment In Fast Moving Consumer Goods (Fmcg) Sector With Special Reference To Bangalore" | Prithvi R Mallya Narendra K | Journal of Emerging Technologies and Innovative Research (JETIR) | 2019 | 1 | Surana College, Bangalore | 1 |
| Frauds in Indian Banking | Sushma Rawath S | International Journal of | 2019 | 2 | Surana College - PG Departm | 2 |

| | | | | | | |
|--|--|--|------|---|--|---|
| Industry | | Advance Research Ideas and Innovations in Technology | | | ents | |
| A Study on Quality Enhancement in Health care with special reference to H K Hospital | Jayaram A | International Journal of Commerce and Management Research | 2020 | 1 | Surana College | 1 |
| A Study on Impact of Social Media on Youth | Sushma Rawth S and Dr. R Satheesh Kumar | Journal of Management | 2019 | 2 | Surana College - PG Departments | 2 |
| Case study on apple I phone: Veblen Effect | Dr. R Satheesh Kumar Sindhu K K | ZENITH International Journal of Multidisciplinary Research | 2019 | 2 | Surana College | 1 |
| A Study on Supply Chain and distribution of Equipments in Labbazaar India Pvt. Ltd. | Jayaram A | International Journal of Business and Management Invention | 2020 | 1 | Surana College - PG Departments | 1 |
| A Study on Expected Risk-Return of Selected stock with respect to growth industries | Sathyana rayana K Dr. Satheesh Kumar R and Raghunandan N K | Journal of Management | 2019 | 2 | Surana College - PG Departments | 1 |
| Influence of Key elements of Human Resource on Investment Decision | Mrs. Shreeltha H R | ISBR Management Journal | 2019 | 1 | Research Scholar, ISBR Research Centre | 1 |

| | | | | | | |
|---|-----------------------|---------------------|------|---|---|---|
| in Relation with stock investors in Bangalore | | | | | | |
| Mutual Funds Buoyancy: A Study on Directional Impact on Indian Stock Market | Mr. N Venkatesh Kumar | Our Heritage | 2020 | 1 | Research Scholar, Bharathiar University | 1 |
| A Study on Impact of Global Stock Market Indices on Indian stock Market Indices | Mr. N Venkatesh Kumar | Think India Journal | 2019 | 1 | Research Scholar, Bharathiar University | 1 |
| View Uploaded File | | | | | | |

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

| Title of the Paper | Name of Author | Title of journal | Year of publication | h-index | Number of citations excluding self citation | Institutional affiliation as mentioned in the publication |
|---|--------------------------------------|--|---------------------|---------|---|---|
| A Study on Supply Chain and distribution of Equipments in Labbazaar India Pvt. Ltd. | Jayaram A | International Journal of Business and Management Invention | 2019 | 1 | 2 | Surana College |
| A Study on Expected Risk-Return of selected stock with respect to Growth Industries | Dr. Satheesh Kumar R, Dr Raghunandan | Journal of Management | 2019 | 2 | 2 | Surana College |
| Influence of | Prof. Shreelath H R | ISBR Management Journal | 2019 | 2 | 1 | Surana College |

| | | | | | | |
|---|-------------------------|--|------|---|---|----------------|
| Valuation of Key Elements of Human Resources on Investment Decision in Relation with Stock Investors in Bengaluru | | | | | | |
| A Study on Impact of Global Stock Market Indeces on Indian Stock Market Indeces | Prof. N Vekatesh Kumar | Think India Journal, Our Heritage | 2019 | 1 | 1 | Surana College |
| "Advances in computing and information technology" | Padmageetha BG | Test engineering and management | 2019 | 0 | 0 | Surana College |
| A study on impact of baking industry in economy and growth of organic baking" (with reference to Bengaluru city) | Smita Kagwad Narendra K | Journal of Emerging Technologies and Innovative Research (JETIR) | 2019 | 1 | 1 | Surana College |
| An impact of customer awareness towards environmental friendly fast moving buyer goods in bangalore | Ashwini P Narendra K | Journal of Emerging Technologies and Innovative Research (JETIR) | 2019 | 2 | 2 | Surana College |

| | | | | | | |
|---|---------------------------------------|--|------|---|---|----------------|
| A study on influence of advertisement on brand discernment in fast moving consumer goods (FMCG) sector with special reference to Bangalore" | Prithvi R Mallya Narendra K | Journal of Emerging Technologies and Innovative Research (JETIR) | 2019 | 1 | 1 | Surana College |
| A study of depression, anxiety, stress and pornography craving | Revathi Asokan and Dr. Archana Bhat K | Alochana Chakra Journal | 2019 | 1 | 1 | Surana College |
| Analyzing the practicality of drawing inferences in automation of commonsense reasoning | Chandan Hegde | Scopus | 2019 | 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 | 49 | 110 | 31 | 136 |
| Presented papers | 10 | 9 | 1 | 1 |
| Resource persons | 1 | 1 | 0 | 2 |

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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 |
|-------------------------|--|--|--|
|-------------------------|--|--|--|

| | | | |
|--|-----------------------------------|----|----|
| Kannada Rajyotsava Celebration | NSS unit | 1 | 20 |
| Plantation drive | NSS unit | 1 | 46 |
| Workshop on Human Rights | NSS unit | 1 | 81 |
| cleaning and painting of walls | NSS unit and Navodaya trust | 1 | 30 |
| Gandhi Jayanthi Celebration | NSS unit | 1 | 32 |
| Eco-friendly Ganesh | NSS unit | 1 | 24 |
| Blood donation Camp | NSS unit and Red Cross blood bank | 6 | 99 |
| Independence Day celebration | NSS unit | 51 | 62 |
| Visit to the Uttara Karnataka Flood affected areas {Disaster management} | NSS unit | 2 | 5 |
| Uttara Karnataka Flood Relief Fund Collection | NSS unit | 1 | 40 |

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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 |
|---|------------------------------|---|------------------------------|
| Spit Free India Movement -BBA DEPT | Certificate of Participation | Narayana Health | 30 |
| Blood donation | Certificate of appreciation | Red cross | 200 |
| Volunteer - Kumbalgodu Check post for Police Department -BBA DEPT | Certificate of Appreciation | ABVP | 3 |
| Check post Volunteers | Recognition Hindi dept | MP Corona Virus south Task Force | 15 |
| BEST | Recognition Hindi dept | Bengaluru South education and Social Transformation | 28 |
| School Bell Project | Recognition Hindi dept | Campus 2 Community by NSS State officer | 70 |
| All India Inter Divisional shooting | Chief Minister Commendation | Governement of Karnataka | 1 |

| | | | |
|---------------------------|---|----------------------|---|
| Competition | | | |
| Army commision | Indian Army Commission | Governemnt of India | 2 |
| Milana | Ms. 3190 Azra Firdose | Rotaract 3190 | 2 |
| Rotaract world connect | Rotary Citation with Platinum Distinction | Rotary International | 1 |
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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 activites | Number of students participated in such activites |
|---------------------------------------|---|--|---|---|
| BSc Dept. activity-Outreach Programme | visit to IISc (BSc) | Open Day | 5 | 50 |
| BSc Dept. activity-Outreach Programme | Visit to CFTRI (BSc) | Molecular Biology | 1 | 50 |
| Dept. Extension activity | Secure SDLC | e-Mudhra Limited | 2 | 57 |
| Health awareness | NSS unit | Online training Program on Covid-19 for volunteers | 2 | 58 |
| Awareness programme | NSS unit Navodaya Trust | World No tobacco day | 2 | 65 |
| Student Council-Gender Issue | Student Council | SHE Cell guest lecture | 1 | 70 |
| Outreach Programme | Shadow's Risen- A " School Bell" Project | " School Bell" Project | 2 | 70 |
| Social Issue | State NSS Unit | Fit India Movement in Vidhana Soudha | 2 | 81 |
| National Issue | NSS unit Red cross | Blood donation Camp | 2 | 99 |
| Dept. activity-Bcom Green Initiative | Surana College | Seed ball | 10 | 102 |
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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 |
|--|--|--|----------|
| Karnataka Chalana Chitra Academy - Student exchange | Students participated in the week long Bangalore | International Film Festival as Volunteers and had a practical exposure in the field. | 15 |
| Online Course from NSE | II Semester MBA Students - 96 Students | Surana College | 30 |
| Online course from NPTEL on Market Research Analysis | III Semester MBA Students - 55 Students | Surana College | 84 |
| Faculty Exchange Program | BMS College for Women | Self financing | 5 |
| Theatre workshop: Hindi Department Collaborated with Sanchai theatre, Bengaluru and conducted a Theatre Workshop on "CIVIC SENSE" | 19 students | Surana College | 45 |
| Webinar | Biotechnology | KSTA | 1 |
| Theatre workshop: Hindi Department Collaborated with Sanchai theatre, Bengaluru and conducted a Theatre Workshop on "CIVIC SENSE" | Students | Surana College | 15 |
| Department of Hindi organized a guest lecture on Novel Chandragupt and Nyaay Ki Raat by Rajaneesh Paney, (DRDO) for BA and BCA, 4th semester students on 19th October 2019 | 150 students | Surana College | 1 |
| Department of Hindi had organized an International webinar on "The essence of Tibetan Buddhism" by an International speaker Ms. Tenzin Chodon on 1-5-2020. Students from the entire stream | 145 students | Surana College | 1 |

| | | | |
|--|-------------|----------------|---|
| attended the web session and gain the knowledge on Tibetan Budd | | | |
| Department of Hindi had conducted webinar session for BBA students on "Dharati ke Aanchal par" and "Nirzhar" poems summary explanation by Dr. Ashwini K, Reader at Manasagangothri, Mysore University on 24/4/2020 | 70 students | Surana College | 1 |
| View File | | | |

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

| Nature of linkage | Title of the linkage | Name of the partnering institution/ industry /research lab with contact details | Duration From | Duration To | Participant |
|-------------------|--|---|---------------|-------------|-------------|
| Internship | Internship | Vee Technologies Pvt. Ltd | 16/09/2019 | 31/10/2019 | 1 |
| Internship | Internship | S P Foods, J P Nagar, Bangalore, 8951264434 | 16/09/2019 | 31/10/2019 | 1 |
| Internship | Internship | UNilet, Kengeri, Bangalore , 9900176781 | 16/09/2019 | 31/10/2019 | 1 |
| Internship | Internship | Metro Cash and Carry | 16/09/2019 | 31/10/2019 | 1 |
| Internship | Internship | KPMG, Bangalore, 080-68335000 | 16/09/2019 | 31/10/2019 | 1 |
| Internship | Internship (MBA) | CeeGees Software Solutions Pvt.Ltd, 080-40944359 | 16/09/2019 | 31/10/2019 | 1 |
| Internship | Clinical Training and Internship Programs (UG psy) | Internship Programs with Manasa Psychiatric Hospital | 01/09/2019 | 31/12/2020 | 8 |
| Internship | PRE | Disciples | 01/09/2019 | 30/11/2019 | 31 |

| | | | | | |
|---------------------------|-------------------------|---|------------|------------|-----|
| | PLACEMENT TRAINING | India Educational Resource pvt ltd | | | |
| Internship | TALLY | NICT Computer education Pvt Ltd | 01/01/2019 | 01/03/2019 | 186 |
| Internship | KWEC Works hop(BCOM) | Rahul Kapoors (KWEC) | 01/07/2019 | 03/07/2019 | 221 |
| View File | | | | | |

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

| Organisation | Date of MoU signed | Purpose/Activities | Number of students/teachers participated under MoUs |
|----------------------------|--------------------|--|---|
| Manasa | 31/08/2019 | Clinical Training and Internship Programs | 2 |
| National Stock Exchange | 13/04/2020 | Certification Course | 96 |
| Design Core | 04/05/2020 | Market Research Digital Marketing | 5 |
| Astirarsphere Pvt. Ltd. | 21/02/2020 | Search Engine Optimization Digital Marketing | 8 |
| Harish S | 26/06/2019 | Value Added Course | 38 |
| Stocktale | 12/12/2019 | Certificate Course- Stock and Commodity Market | 37 |
| KWEC B.Com | 07/01/2019 | Rahul Kapoor (KWEC) | 70 |
| J2EE | 09/01/2020 | Training | 60 |
| DOT NET | 09/01/2020 | Training | 60 |
| Msc Psychology | 22/07/2019 | Value Added Course | 20 |
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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 |
|--|--|
| 175 | 155.44 |

4.1.2 – Details of augmentation in infrastructure facilities during the year

| Facilities | Existing or Newly Added |
|------------|-------------------------|
|------------|-------------------------|

| | |
|-----------------------------------|----------|
| Campus Area | Existing |
| Class rooms | Existing |
| Laboratories | Existing |
| Seminar Halls | Existing |
| Classrooms with LCD facilities | Existing |
| Seminar halls with ICT facilities | Existing |
| Others | Existing |
| View File | |

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 | 28124 | 6569672 | 1396 | 456839 | 29520 | 7026511 |
| Reference Books | 13135 | 2434909 | 84 | 26507 | 13219 | 2461416 |
| e-Books | 3425000 | 48970 | 0 | 0 | 3425000 | 48970 |
| Journals | 124 | 578700 | 0 | 25535 | 124 | 604235 |
| e-Journals | 11000 | 48970 | 0 | 0 | 11000 | 48970 |
| CD & Video | 1171 | 63989 | 0 | 0 | 1171 | 63989 |
| Library Automation | 2 | 44250 | 0 | 34800 | 2 | 79050 |
| 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 |
|---------------------|---------------------------|--|-----------------------------|
| Mrs. S. Roopa | Drama literature | Institutional LMS OPTRA and Google Drive | 06/07/2020 |
| Dr. Archana Bhat K. | Rehabilitation Psychology | Institutional LMS OPTRA and MS | 02/04/2020 |

| | | | |
|---------------------------|---|--|------------|
| | | Streams | |
| Mrs. Bhanu B. S. | Theories of Learning | Institutional LMS OPTRA and MS Streams | 02/04/2020 |
| Mrs. B. Ragini | Classical Dances of India (II Sem) | Institutional LMS OPTRA | 24/03/2020 |
| Dr. A. Srinivas | Softcore - Softskills Personality Development | Institutional LMS OPTRA and Google Drive | 27/03/2020 |
| Dr. K. Balaji | Quantitative Techniques | Institutional LMS OPTRA and Google Drive | 08/04/2020 |
| Ms. Pratima | Advanced Software Engineering | Institutional LMS OPTRA and Google Drive | 03/04/2020 |
| Ms. Bharathi Ramesh | Python | Institutional LMS OPTRA and Google Drive | 26/02/2020 |
| Chandan Hegde | Advanced Java | Institutional LMS OPTRA and Google Drive | 16/04/2020 |
| Dr. Nagaratna Hegde | Bhojaprabandha | Institutional LMS OPTRA and Google Drive | 06/07/2020 |
| View File | | | |

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

| Type | Total Computers | Computer Lab | Internet | Browsing centers | Computer Centers | Office | Departments | Available Bandwidth (MBPS/GBPS) | Others |
|----------|-----------------|--------------|----------|------------------|------------------|--------|-------------|---------------------------------|--------|
| Existing | 342 | 216 | 327 | 9 | 0 | 31 | 76 | 500 | 10 |
| Added | 3 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 3 |
| Total | 345 | 216 | 327 | 9 | 0 | 31 | 76 | 500 | 13 |

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 |
|---|---|
| Handicam, Tripod, TV, Still Camera, Scanner, Internet, Wi-Fi etc. | https://www.suranacollege.edu.in/images/NAAC/AQAR2019_20/4.3.3.pdf |
| Recording Facility | https://tinyurl.com/2d2zv3s |
| Any Other: Handicam, Tripod, TV, Still Camera, Scanner, Internet, Wi-Fi | https://tinyurl.com/2d2zv3s |

etc.

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 |
|--|--|--|--|
| 105 | 99.65 | 165 | 158.48 |

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, Equipment's are procured in structured manner and is maintained regularly. Students used 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. 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.

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 Category Concession Marks concession Sports Concession Visually Challenged Concession Single Parent concession Teacher Children Concession Defense Personal Childredn concession Farmers concession Others | 411 | 7233424 |
| Financial Support from Other Sources | | | |
| a) National | OBC SCHOLARSHIPS SC/ST SCHOALARSHIPS | 133 | 502080 |
| b)International | Jain International Trade Organization | 9 | 194000 |
| View File | | | |

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

| Name of the capability enhancement scheme | Date of implemetation | Number of students enrolled | Agencies involved |
|---|-----------------------|-----------------------------|---|
| Soft Skill Development by BBA Dept | 14/06/2019 | 109 | KWEC (Kapoors Workshop for effective Communication) |
| Soft Skill Development by B.Com | 14/06/2019 | 259 | KWEC (Kapoors Workshop for effective Communication) |
| Soft Skill Development by MCA Dept | 14/06/2019 | 57 | KWEC (Kapoors Workshop for effective Communication) |
| Language Lab | 04/04/2019 | 31 | Surana College |
| Bridge Course by BCA Department | 24/07/2019 | 120 | Dept of Computer Science, Surana College |
| Remedial Class by BCA Dept | 02/11/2019 | 180 | Dept of Computer Science, Surana College |

| | | | |
|--------------------------------------|------------|-----|---|
| Remedial Class by B.Com Dept | 02/11/2019 | 95 | Dept of Commerce, Surana College |
| Remedial Class by Psychology Dept | 02/11/2019 | 120 | Dept of Psychology, Surana College |
| Remedial Class by Tourism Dept | 02/11/2019 | 58 | Dept of Tourism, Surana College |
| Remedial Class BBA Dept | 02/11/2019 | 90 | Dept of Business Administration, Surana College |

[View File](#)

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

| Year | Name of the scheme | Number of benefited students for competitive examination | Number of benefited students by career counseling activities | Number of students who have passed in the comp. exam | Number of students placed |
|------|---|--|--|--|---------------------------|
| 2019 | Sadhana- The IT club aptitude training for MCA Students | 109 | 109 | 2 | 0 |
| 2019 | Pre- Placement Training for BCA, BBA, B.Com and BA | 0 | 134 | 95 | 95 |

[View File](#)

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

| Total grievances received | Number of grievances redressed | Avg. number of days for grievance redressal |
|---------------------------|--------------------------------|---|
| 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 |
| Concentrix Hudl Infosys BPM Vantage Agora Juego Studio Suare Yards Kotak Mahindra Insurance Pvt Ltd | 617 | 56 | Amazon Capgemini Cognizant EQ adwise LLP Eurofins Infosys Technologies Invest-pro Micro Labs | 600 | 114 |

| | | | | | |
|---|--|--|--|--|--|
| Pinclick India Pvt Ltd Finshell - The Oppo Company RTB Demand / Retail 9 HDFC AMC Agile Technologies Gbox | | | Northern Trust NTT Data Square Yards TCS Wipro IDFC First Bank Property Pistol First American India HDB Financial Services Advant Global Software Solutions | | |
|---|--|--|--|--|--|

[View File](#)

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

| Year | Number of students enrolling into higher education | Programme graduated from | Depratment graduated from | Name of institution joined | Name of programme admitted to |
|------|--|-------------------------------|--|--|-------------------------------|
| 2019 | 172 | BCA, BCOM, BBA, BA,BSC, MCOM, | Commerce, Computer Science, Humanities | Surana College, RR Educational Trust, Forther Education, Dayaand Sagar, Anupama College Of Education, Capital College, | MCOM, MBA, B.Ed. MSC, MCA, |

[View File](#)

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

| Items | Number of students selected/ qualifying |
|-----------|---|
| Any Other | 2 |

[View File](#)

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

| Activity | Level | Number of Participants |
|--------------------------|-------------------|------------------------|
| Induction Program for PG | Institution Level | 188 |
| Republic Day | Institution Level | 134 |
| Yuvanova | Institution Level | 480 |
| Kannada Theatre workshop | Institution Level | 50 |
| Independence Day | Institution Level | 108 |

| | | |
|---------------------------|-------------------|-----|
| Sammilana | Institution Level | 148 |
| SWAGATH | Institution Level | 280 |
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5.3 – Student Participation and Activities

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

| Year | Name of the award/medal | National/ Internaional | Number of awards for Sports | Number of awards for Cultural | Student ID number | Name of the student |
|------|-----------------------------|------------------------|-----------------------------|-------------------------------|-------------------|---------------------|
| 2019 | MS Subba lakshmi award 2019 | National | Nill | 1 | KXSM9010 | Kalahari Bhavani |
| 2019 | Gold Medal in Triathlon | Internat ional | 1 | Nill | 19KXA80055 | S M Shashi Kiran |
| 2019 | Gold Medal in Aquathlon | National | 1 | Nill | 19KXA80055 | S M Shashi Kiran |
| 2019 | Bronze medal in Swimming | National | 1 | Nill | 19KXC41182 | Prakyath Gowda. D |
| 2019 | Silver Medal in Hockey | National | 1 | Nill | 18KXA80066 | Yathish Kumar .B |
| 2019 | Bronze Medal in Hockey | National | 1 | Nill | 18KXA80066 | Yathish Kumar .B |
| 2019 | Gold Medal in Yoga | National | 1 | Nill | 18KXC41093 | J B Naga bhooshan |
| 2019 | Gold Medal in Yoga | National | 1 | Nill | 17KXC41182 | Shreya. T |
| 2019 | Gold Medal in Yoga | National | 1 | Nill | 19KXC41020 | Anjaneya R |
| 2019 | Bronze medal in Swimming | National | 1 | Nill | 19KXA80025 | Vinodh .R |

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

• Student Council is a college-wide organization to promote involvement, leadership, and stewardship of students at various levels. This group is designed to give students a voice, exposure to various activities, decisions taken an academics and administration related activities. Students will learn the democratic process, the appropriate ways to affect change, and develop their ability to interact with the adults in our college and share their inputs in the decision-making process. it is the platform, where they get expose to

various activities involved in decision making, relating to Academics and Administration activities in the college. • Student Council gives students an opportunity to develop leadership skills, 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 give their opinion, ideas, suggestions to improvise, innovate, as per the need of the institution. • Student council also helps students to share 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 is welcomed to become involved. • Student Council builds responsible leaders and promotes the values that represent good character in all students through projects and activities. Student Council Focuses on, ? PROMOTING CITIZENSHIP ? PROMOTING SCHOLARSHIP ? PROMOTING LEADERSHIP ? PROMOTING HUMAN RELATIONS ? PROMOTING CULTURAL VALUES

1. Student Council creates a better sense of responsibility, opportunity, and showcase leadership skills and work in democratic process and cooperation among students.
2. Student Council provides students with an environment in which they can actively handle and solve problems and situations. It helps them to understand the flow of activities happening in the college and take appropriate steps.
3. Student Council serves as an organization in which students and staff will collaborate with each other, share the ideas and synergy the efforts to have better communication between them.
4. Student Council improves college spirit and take ownership in issues.
5. Student Council organizes college and community projects.
6. Student Council serves for the college and community.

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

- A. Do attend all Student Council meetings, activities, and events.
- B. Do show respect towards teachers and fellow classmates.
- C. Do always display appropriate behavior.

• members of Student Council are the leaders, showcasing their skills in our college. Their position comes the responsibility, accountability, and credit of success, and set examples and being positive role models for others. This responsibility must be taken seriously by all members of student council.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

Surana College has an active Alumni Association being registered during the year 2012-13 with the register number: DRB-C/SOR/91/2012-13, Dated: 12-07-2012 Registered at OFFICE OF THE REGISTRAR OF COOPERATIVE SOCIETIES in Karnataka. It has been consistently playing a vibrant role in shaping student's career and future by inculcating good value system. The Alumni Association conducts regular meetings wherein the members easily and closely interact with each other on issues pertaining to development of the students. Their ideas and suggestions are duly recognized and implemented by the college administration. To improve is to change to be perfect is to change often. So from 2018-19 year onwards Surana Alumni Association is transformed with new structure. Under the Umbrella of Surana Alumni Association now we have several Chapters created in order to bring proactive and enthusiastic learning through different Alumni activities throughout the year. The members of alumni meet students regularly to provide insight about the current market situation relating to their employment, startups etc., and guides them to take right path towards their career. This helps interested students to nurture their talents and to evolve as a useful resource to the society. The alumni has been contributing financially and non-financially through various means. Around 2104

Alumni Members have contributed financially through which contribution is around Rs. 10,79,000/-, which is used for welfare of the needy students. Non-financial contribution includes career guidance, workshops, guest lectures, Seminars, Webinars, Panel discussions, discussion about employment, soft skills training, inculcate moral courage among the students, creating awareness about environmental issues, E-waste management, cancer prevention, women empowerment etc., Surana College has molded many industrialists, software professionals, Artists, educationists, scientists, writers, entrepreneurs, teachers etc., Alumni Association brings these people together on a single platform to support and progress of Institutional endeavors. It works to build up ties between the Institutions and the alumni, so that alumni can actively involve in various activities. Its Objectives: 1. Developing and maintaining an Alumni Directory so that alumni can locate each other and remain connected to the Alumni Network. 2. Alumni will raise funds through a small admittance fee, which will be contributed to an alumni scholarship or a charity of their choice. 3. Participate faithfully and consistently in Alumni Council meetings and functions, regional alumni chapter events. 4. Participate actively in strategic and long range program planning to promote alumni awareness, engagement and commitment to the Institution 5. Enthusiastically communicate the mission and purpose of the Institution and Alumni Association across the world. 6. Support a strong relationship between the Alumni Association and current students 7. Remain constantly informed about the Institution and the Alumni Association's mission, services, priorities and programs 8. Recognize fellow alumni who are distinguished by their loyalty, professional achievement and community service 9. Assist current students and alumni in career planning, placement and transitions 10. Develop strong working relationships with other Alumni Council members 11. Promote the Institution within one's sphere of influence, whenever the opportunity arises 12. To be the mentors for current students and guide them in career

5.4.2 – No. of enrolled Alumni:

504

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

504000

5.4.4 – Meetings/activities organized by Alumni Association :

During the year 03 Alumni meetings were conducted on 2-12-2020, 02-3-2020 and 16-5-2020 online meeting from B. com Dept.. Following are the activities organized by Alumni during 2019-20. Event organized: Quarantine Connect The college organized series of activities under the program name Quarantine Connect. The main idea of Quarantine Connect is to connect students with diverse Alumni from all domains like Cultural, IT industry, Entrepreneur, Fitness and sports. Speaking with alumni can assist students in making decisions by providing them insights of different industries and also enhance their communication skills, build network and receive professional insights. Following are the department wise activities organized. Dept. of Computer Science • 29-4-2020 by Girish Hothur - Girish Hothur is the founder of SG Studies and the composer of the Surana College Song. He has worked in various companies including DELL and CISCO. He is now a full time musician in studio • 6-5-2020 by Karan Manjunath - Karan is working an assistant teacher in NPDS. Due to his thirst for knowledge and desire, he embarked himself into Civil Service. He has an experience as an IT Analysis in Sport Technologies in Bangalore. • 13-5-2020- Hithaishi - Fitness expert coach • 20-5-2020 Deemanth .R. - Model Actor • 29-5-2020 Nitin Shenoy- Photographer- Snake Enthusiast • 17-6-2020 Uma Maheshwari- Pre Placement Talk-SAP LABS Campus Recruitment • 30-5-2020 Spoorthi Maadhavan- Guest Lecture on Higher Education Abroad •

9-5-2020 Alumni Panelists spoke about "How to manage our passion profession entwined" Dept. of Commerce - • 16-5-2020- Chit Chat With Alumni • Bhavya 2010-13 batch - addressed the students on Communication techniques • Rakshak, B.Com 2015-18 batch - addressed the students on "Digital Marketing and Stock Trading" "Business Communication and Etiquettes" Dept. of Management - • Guest Lecture by Alumni Pavan Kumar on 06-03-2020 "Reasons for increase in prices of Airtel shares inspite of company's accumulated losses " • Guest lecture on "Internship Placement" by Bharath

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

The Institute has a mechanism for delegating authority and providing operational autonomy to each and every department to focus on all-round development of institution and to provide an holistic perspective to the students. Each department and committee chairpersons, staff and student members are authorized to plan and organize academic and non-academic programmes and events. PARTICIPATIVE MANAGEMENT The institute promotes a culture of participative management by involving the teaching staff, Nonteaching staff, students, Alumni, External representatives and Parents in various activities of the institute. The institute has a number of statutory committees responsible for the smooth functioning. The department/ committees/ cells /clubs are formed involving all stakeholders to fulfill the objectives of providing better learning platform. All the academic and non-academic activities are planned and initiated by the Student Council Members in discussion with Head of the Department. The Faculty Coordinators will discuss these initiatives with the Head of the Institution for approval. Further the same will be communicated to all the staff in the Staff Meeting. The two practices of decentralization and participative management are as under: 1. VARNOTSAVA - 2019 celebrations was organized by the Out-going students of 2019-2020 batches in association with the cultural committee. This event emphasizes on the process of decentralization where roles and responsibilities are delegated to student fraternity to ensure smooth conduct of the mega event. The entire event management from deciding the theme, venue, budget, invitation, hospitality, stage management and participation is done by the student members. 2. YUVANOVA- 2019 - State Level Intercollegiate Fest is conducted on a large scale where parents of the newly admitted students are also invited. In order to ensure the smooth conduct of this megaevent, student volunteers of the senior batch are allocated various responsibilities which they carry out under the guidance and supervision of faculty coordinators. Here students are given ample amount of freedom to decide about the structure of the program, venue arrangements, registrations, etc. These two events are examples reflecting the process of participative management and decentralization. It is an initiative by the faculty members of all the departments and students in execution. The programme was successfully implemented with the support and encouragement by the HOI which showcased the effective process of decentralization and participative management at all possible levels.

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

Yes

6.2 – Strategy Development and Deployment

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

| Strategy Type | Details |
|---------------|---------|
|---------------|---------|

| | |
|--|---|
| Admission of Students | <p>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.</p> |
| Industry Interaction / Collaboration | <p>The Career guidance and placement cell of the college works towards enhancing the employability of students and make them industry ready by offering domain specific courses and much needed soft skills through guest lecturers, workshops and preplacement training. Companies like Amazon, EQ add wise, Eurofins, Invest-pro, Microlabs, Northern Trust, NTT Data, Square Yards, TCS, Scalene works, SLK Software, Capegemini, Concentrix, Infosys BPM, Vantage Agora, Wipro Technologies have visited Campus. 261 students have participated in On-Campus Selection. 417 students have participated in off campus drive.</p> |
| Human Resource Management | <p>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.</p> |
| Library, ICT and Physical Infrastructure / Instrumentation | <p>Academic facilities, sports and ICT enabled classrooms are continuing as same as previous years. 10 smart TVs are installed with internet facility in</p> |

classrooms. 27 old computers were replaced with new computers with advanced configuration and 3 were added newly. Average percentage of budget allocation, excluding salary for infrastructure augmentation for 2019-20 is 29.22 Percentage (for 2018-19 was 22.17 Percentage and 2013 to 2018 average was 14.72) Percentage Library Automation remains same with AMC. 1480 books are added to library in 2019-20. (value Rs. 483346/-) Expenditure incurred on maintenance of physical and academic support facilities, excluding salary component, during 2019-20 is 16.64 Percentage.

Research and Development

Quality Initiative for research in the academic year 2019-2020 has played a vital role in initiating inter collegiate activities like Academic skit writing, Intercollegiate competitions conducted in collaboration with the KSTA and Biocon academy like 100 years of Hydrogen bonding celebration as IQAC Initiative. The Faculty members participated Seminars, Symposium and Conferences during lockdown and Post Covid. Research Committee initiated Guest Lectures in collaboration with Dept of Botany centum celebration for BSc students- Golden Rice and Botanical products 'A functional approach for a green lifestyle in Government Science college' on 17th January 2020' and visit to industry and research centers like IISc Open day. Student and Faculty Project in collaboration with Azyme Bioscience pvt ltd by the Biotechnology dept. Seed collection was a part of Extension activity from the ECO Club.

Examination and Evaluation

Continuous Evaluation System: Faculty members are given the flexibility in designing their own CIE pattern by considering assignments/mini-projects/internal-test and the Preparatory examination as per the university guidelines. • Course Outcome and Attainment Level: Internal and preparatory examination question papers are designed to assess the learning outcomes and attainment levels of the students. • Student Assessment: Open book/surprise test, online quiz and preparatory examination. Best Internship reports and Dissertation reports are identified by the faculty

members and displayed in the library for future reference.

Teaching and Learning

All students are provided with holistic development to ensure that each one of them performs the best to his/her capacity. • Usage of Innovative Pedagogical Tools: Orientation-Program/Bridge-Course/Language Lab/Remedial-classes/Student-Profiling/Peer Tutoring/Teaching-Learning-Evaluation-Using-ICT/Teaching-Learning-through-Research/Presentations/Mini-projects/Storytelling/Out-bound-training/Case-study/Continuous Curriculum Evaluation/Activity-based-teaching/Role-play/Group-Discussion/Business Simulation etc. • Major focus of Teaching and learning is on outcome based education and experiential learning. • Virtual Teaching: During COVID-19, learning has not stopped at Surana. We have transitioned into virtual-mode of teaching and learning to ensure effectiveness of the same through regular online assessments. E-Contents were Developed and uploaded on MIS Optra.

Curriculum Development

Institution is affiliated to Bangalore University. Faculty members are part of BOS and BOE members of Bangalore University and other university. Faculty members involve other stake holders to decide various certificate courses to be offered to make curriculum more relevant. Institution has the mechanism for well-planned curriculum delivery. To bridge the gap between Industry and academia various Guest-Lecture, Seminars, workshops Industry-Institute-Interaction, Alumni-mentoring, Value-addition courses are conducted. For academic year 2019-'2020 institution provided 10 certificate course and 21 value added courses is 20. Around 500 students from PG and UG Programs have undertaken Field projects/ Internship.

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

| E-governance area | Details |
|--------------------------|--|
| Planning and Development | "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 Easylib 6.2

Administration

- 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.
- Students are oriented to apply for various scholarships under different schemes.
- Entire campus is under surveillance by CCTV network and Wi-Fi enabled
- Well established website for regular updates of events and activities

Finance and Accounts

- Receipt of admission fees is completely online
- Salary of faculty members and staff is transferred directly to the bank account.
- During COVID times all the accounts were operated virtually and salaries were processed online
- Tally is used for accounting

Student Admission and Support

Candidates who want to take admission for Under Graduate and Post Graduate program submit formal application by registering themselves in the College. Merit list of the eligible candidates will be notified for admission. PG Students apply seats based on the criteria of entrance examinations/counseling conducted by KEA or Government/Affiliating University. Facility of different counseling units is 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. BC Assist app is revised with additional features and every Wednesday Online Aptitude test is

conducted for all students.

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 |
|------|-------------------------|---|--|-------------------|
| 2019 | Dr. Sakuntala Samuelson | One Day Executive Program on Managerial Insights from Panchatantra Stories conducted | by Manipal Institute of Management, Manipal on 14-12-2019 | 1000 |
| 2020 | Mrs Ragini.B | Online Certificate course on Design Thinking In Tourism from June 20-22,2020 organised | by IITM in association with FICCI | 950 |
| 2019 | Mrs BHAVANA S | International conference on making psychology deliverable to the society from 20th to 22nd December 2019 organized by Department of Applied psychology, | Pondicherry University, Puducherry India. | 1000 |

| | | | | |
|------|-------------------------|---|--|------|
| 2020 | Dr. Malini Shetty A,G | One day workshop on Botanical Nomenclature organized by Department of Botany, Bangalore University on 8th Feb 2020 | Bangalore University | 500 |
| 2019 | Mrs Farzana Tasneem M I | National Conference on Phytochemicals and microbial bioactive compounds -Role in agriculture and human welfare, 3rd and 4th Oct 2019,BU Campus | Bangalore University | 1000 |
| 2019 | Mrs Medini Prabhu | 2 days International Interdisciplinary Conference on Regional Cinema of India organized | by K.M Agarwal of Arts, Commerce and science on 20th and 21st September 2019 | 4480 |
| 2020 | Mrs Chaitra N S Murthy | Finding Herself- A study of Awakenings, Resistance and Reversals, National conference on "Conversation with culture: Conclave of South Asian Writers" | Kuvempu University | 2000 |
| 2020 | Dr K Balaji | One Day workshop on 'Python Programming' | from NMEICT, IIT Bombay | 500 |
| 2019 | Mrs Pratima B | One Day workshop on 'Python Programming' | from NMEICT, IIT Bombay | 500 |
| 2020 | Dr.B.G.Lakshmi | International conference on Projection of global trends post the pandemic | by Arihant College, Indore on 6-6-2020 | 1200 |

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organized

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

| Year | Title of the professional development programme organised for teaching staff | Title of the administrative training programme organised for non-teaching staff | From date | To Date | Number of participants (Teaching staff) | Number of participants (non-teaching staff) |
|------|---|--|------------|------------|---|---|
| 2019 | Three Day National Level Work Shop on Data Analytical Techniques for Research" (Document - Three day National Level Workshop) | Nil | 10/03/2019 | 10/05/2019 | 78 | Nil |
| 2019 | 2 days National Conference on Digital Social Responsibility and Cyber counseling | Nil | 13/11/2019 | 14/11/2019 | 100 | Nil |
| 2020 | Webinar on Effective use of ZOOM MS TEAMS platforms - Minimizing the Hiccups Troubleshooting process | Webinar on Effective use of ZOOM MS TEAMS platforms - Minimizing the Hiccups Troubleshooting process | 22/04/2020 | 22/04/2020 | 62 | 20 |
| 2020 | Nil | 10 days Training programme on | 07/06/2020 | 13/07/2020 | Nil | 30 |

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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 |
|---|---------------------------------|------------|------------|----------|
| FDP by IQAC , SJES college on "Empowering the Educators" on organized at SJES college of Management Studies | 1 | 03/06/2020 | 03/06/2020 | 1 |
| FDP on Create an Impact in online Teaching by Ramaiah Institute of Management studies/ sciences | 1 | 22/04/2020 | 22/04/2020 | 1 |
| Webinar on "short term faculty development program organized by IQAC, APS College of arts and science | 2 | 28/05/2020 | 30/05/2020 | 3 |
| Training program for NSS Officers at District AIDS Prevention and Control Unit, M R Palya | 1 | 17/10/2019 | 17/10/2019 | 1 |
| National Wetlab Championship at E-Cell IIT Hyderabad | 1 | 13/10/2019 | 13/10/2020 | 1 |
| National Seminar on Education, Neuroscience, | 3 | 11/12/2019 | 14/12/2019 | 3 |

| | | | | |
|--|---|------------|------------|---|
| Technology and Pedagogy: Neuro-Systemic Influence on Learning | | | | |
| National Seminar on Samskrita Vangmaye Vyakaranasya Bhoomikaa jointly organized by Karnataka Samskrit University | 1 | 19/01/2020 | 20/01/2020 | 2 |
| Faculty Development Programme on Eternal Warriors in the New Normal World organized by IQAC of Sri Aurobindo College | 8 | 06/01/2020 | 06/01/2020 | 1 |
| Faculty Development program on Recent Trends in Accounting organized by Malleswaram Ladies' Association | 7 | 06/01/2020 | 06/01/2020 | 1 |
| Faculty Development Programme on "Developing Emotional Well-being of a Teacher" by IQAC, C B Bhandari Jain College | 1 | 03/12/2020 | 03/12/2020 | 1 |
| View File | | | | |

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

| Teaching | | Non-teaching | |
|-----------|-----------|--------------|-----------|
| Permanent | Full Time | Permanent | Full Time |
| 77 | 77 | 62 | 62 |

6.3.5 – Welfare schemes for

| Teaching | Non-teaching | Students |
|----------|--------------|----------|
|----------|--------------|----------|

6.4 – Financial Management and Resource Mobilization

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

The institution has a well-established mechanism to conduct both internal and external audit. Qualified internal Auditors from external resources are permanently appointed. A team of staff do a thorough check and verifications of vouchers, records and books , e-statements of the transactions , budget estimations, utilizations, cash transactions, bank reconciliation statements and verification of the events happened in the area of financial managements. Chief Finance Officer takes care of the accounting entries of the Institution. Internal audit is carried out twice a year: 1st Audit - in March to obtain budgets and approvals 2nd Audit - in September to review the utilization of budgets External audit is conducted once in a year out in an elaborate manner by TD JAIN AND DISAKARIA, Chartered Accountants.

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 |
|--|-------------------------------|---|
| Micro Labs Ltd | 30000000 | For infracture development,IQAC activities, and research activity |
| View File | | |

6.4.3 – Total corpus fund generated

30000000

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 | CBSMS (BU) | Yes | Principal |
| Administrative | Yes | CBSMS (BU) | Yes | Principal |

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

1. Parents Teacher Meeting was conducted by all the departments for the academic year 2019-20. Bulk SMS was sent to parents regarding the Schedule and Mentors to be met. Parents discussed about their wards attendance, academics, different certificate courses offered. Parents congratulated the mentoring process. 2. Parents, as the stakeholders and members of IQAC provide valuable feedback on curriculum delivery, Teaching Learning methods . As a part of parent suggestion , an Industrial visit was organised by Department of Management in association with T R Jayaram the proprietor of Bliss Coffee Pvt Ltd, on 04- 10- 2019.He is Parent of Chethan J Shandilya (2018-21) BBA. He gave valuable inputs to the students on sole proprietorship and how to overcome failures in business with resilience and positive attitude. The visit helped the students in understanding the process of making coffee powder i.e. Drying Roasting the coffee beans, grinding and packaging. Students discussed about the branding and marketing strategies implemented for the product as a case study 3. Sapna S Bhat parent of Anusha Bhat , I Semester BCA volunteered as a Makeup artist for Varnotsava 2019. She helped the students in getting a makeover done

for dance and other events

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

1. Safety Hygiene Awareness Programmes: Educating the support staff and giving them the required awareness regarding maintenance of safety and hygiene especially in the COVID-19 pandemic. 2. Attenders Prasanna (BT) and Simha (Botany) visited IISC Labs on open day 2020 for exhibition on 7th March 2020 for exhibition on 7th March 2020 3. Mr Girisha (Chemistry) visited NCBS for the STEM cell labs on 23rd October and CFTR Labs in Mysore on 7th February and to KSTA campus on 4-3-2020 for the seminar on H bonding 4. All support staff were appreciated for their service to the institution during COVID Pandemic by gifting them with a kit consisting of jute bag, tiffin box, sanitizer and masks

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

1. As per recommendations of the Peer Team Committee of NAAC on 01-05-2019, one faculty member for the departments (Physics, Chemistry, Biotechnology, Psychology, Political Science) were recruited 2. Yoga classes were conducted for Students and Staff in association with the Acharya Yoga Centre 3. Skill development in Biotechnology / Chemistry workshops were done in association with Biocon sponsored by KSTA (Industry Collaborations) 4. Efforts were made for a market survey for the visual arts courses and the language departments conducted various workshops for our students to assess this 5. Academic and Administrative Audit (AAA) was conducted in the month of January / February 2020 by an External Audit Dr B Janakiraman , Department of Management Studies / CBSMS (BU)

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 | Quality Improvement Programme on "Application of mathematics in our Daily Life" | 17/08/2019 | 17/08/2019 | 17/08/2019 | 20 |
| 2019 | 2 days FDP on Best Practices in Multimedia-Based Education | 04/11/2019 | 04/11/2019 | 05/11/2020 | 102 |
| 2019 | Inhouse Symposium | 05/11/2019 | 05/11/2019 | 05/11/2020 | 40 |
| 2019 | FDP on Management lessons from | 04/01/2020 | 04/01/2020 | 04/01/2020 | 65 |

| | | | | | |
|---------------------------|--|------------|------------|------------|-----|
| | Panchatantra for teachers | | | | |
| 2020 | Webinar on Biotechnology y in association with KSTA and BIOCON Academy | 03/07/2020 | 03/07/2020 | 03/07/2020 | 150 |
| View File | | | | | |

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 |
| GUEST LECTURE on "GENDER ISSUES" by Margaret Johnson | 02/03/2020 | 02/03/2020 | 40 | 25 |
| Health check up by Ovum hospital | 03/03/2020 | 03/03/2020 | 50 | 15 |
| DEBATE COMPETITION on 'Its not enough to just empower the girls, boys have to be educated'. | 09/03/2020 | 09/03/2020 | 50 | 30 |
| Hospital tour to Sagar Chandramma Hospital | 11/03/2020 | 11/03/2020 | 20 | 15 |

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 replaced the traditional tube lights with LED lights for the academic year 19-20. Solar panels are installed in the surrounding premises of the institution. During 2019-20 a total of 20 No of CFL lights with rating of 36 W each were replaced with 18 W LED lights, thus reflecting a total saving of 19.2 units/annum. Thus total annual power saving 19.2 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 | 19 |
| Provision for lift | Yes | 19 |
| Ramp/Rails | Yes | 19 |
| Braille Software/facilities | Yes | 10 |
| Rest Rooms | Yes | 19 |
| 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 |
|------|--|--|------------|----------|---|--|--|
| 2019 | Nil | 1 | 20/08/2019 | 1 | Participated in Blood donation camp organized by NSS with Indian red cross society. | Blood Donation | 120 |
| 2020 | Nil | 1 | 04/02/2020 | 10 | Participated in germination of seed collection in Inter collection - An Inter department competition conducted by Eco-club, | In Association With An NGO-Green Earth Life Organization with a motive of plantation of seed in hilly regions. Collected seeds were handed over to Green Earth | 30 |

| | | | | | | | |
|---------------------------|------|------|----------------|---|--|--|----|
| | | | | | | Life Orga nization on 14 th Feb 2020 | |
| 2019 | Nill | 1 | 17/04/2 020 | 1 | Intra- College Online Poster Making Co mpetition With A Theme- Indian Hi storical Monuments To Celebrate World Heritage Day To Create Awareness Among The Students Of Our College. Students were asked to submit their posters through emails | To Create Awareness On World Heritage Day | 18 |
| 2019 | Nill | 1 | 21/01/2 019 | 3 | Renovat ion of Govt. School @ KANAKAPUR A | create conductive environme nt for learning | 24 |
| 2019 | 1 | Nill | 01/10/2 019 | 1 | Renovat ion of Govt. School @SARJAPUR | create conductive environme nt for learning | 23 |
| 2019 | Nill | Nill | 16/10/2 019 | 1 | Coaching from junior class students @ BASAVAN AGUDI | create conductive environme nt for learning | 34 |
| View File | | | | | | | |

| 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 | 22/11/2019 | Students were instructed to follow the code of conduct. All departments enforced by distributing the sheets especially to all enrolled 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 |
|---|---------------|-------------|------------------------|
| International Suicide Prevention Day | 10/09/2019 | 10/09/2019 | 29 |
| A Visit To Nimhans National Science Day | 13/02/2020 | 13/02/2020 | 71 |
| Department of Tourism visited parks for the initiative of the theme VISIT TO RAIN WATER HARVESTING | 27/02/2020 | 27/02/2020 | 30 |
| Intra-College Online Poster Making Competition With A Theme- Indian Historical Monuments To Celebrate World Heritage Day To Create Awareness Among The Students Of Our College. Students were asked to submit their posters through | 17/04/2020 | 17/04/2020 | 15 |

emails.

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

1. Eco friendly campus Initiative: On 06-10-2019, Installation and continuous processing of e-waste bins throughout the campus was done. Having many computing facilities produces constant e-waste which requires constant handling. 2. Nature - My Valentine: A Seed collection program in collaboration with NGO Green Life Earth was conducted by Eco club from 4th Feb- 14th, 2020. 3. Gyaana Pragati: Plant the saplings in Hosahalli, HD Kote on 17th February 2020. Department of Hindi collaborated with Student Council and visited VTCL (Viveka Tribal Center for Learning) established in 1988 as Non formal residential School in Hosahalli, H.D.Kote taluk, Mysore district. Recognized by Government of Karnataka in 1990. Nearly 600 students from indigenous tribal community completed their education. After the campus visit Managing trustee of Surana institution Dr. Archana Surana, faculties and students of Surana Institution planted the saplings in the School premises. 4. Awareness Program towards Global Warming, The world is currently facing: To bring this awareness, II year BCA students made a posters on Global warming and its effects and displayed in quadrangle on 2nd March 2020 5. Skit on the awareness of Waste management: The main objectives of waste management are for the protection of environment through effective waste management techniques. So students of BCA II year students presented a skit on 6th March 2020 and mainly highlighted on few key issues like problems with plastic and E-waste, precautions, role of decomposer. 6. Conservation of environment: Department of computer science I yr. students conducted Collage competition on conservation of ecology and environment on 14th Feb 2020. They displayed the collage in quadrangle to spread the awareness. 7. Conservation of Paper Initiative: Department of psychology has taken initiatives to conserve paper and contribute towards eco-friendly campus • Double sided printing to save paper. • Re using scrap paper • Submission of student assignments and projects through Google class room instead of paper assignments. • Communication is through emails/what Sapp • Using remaining assignment sheets for departmental print outs. .

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

TITLE OF THE PRACTICE: Endorsement of Patriotism **Objective of the practice:** Students form the major voice in India. Teacher coaxes and helps a student to understand their abilities and help them become a better human being and leaders. Hence it is important to provide platforms that are conducive to learn. The youth have the strong sense of patriotism and express their opinions as they are concerned about the future of the country. So it is important to motivate students towards constructive path by introducing the leader quality in them to cultivate patriotism. **The Context:** India, The worlds most populous democracy. Despite economic growth during recent decades, India continues to face socio-economic challenges. Economic inequality between Indias states has consistently grown and it faces multiple challenges in the form of natural disaster and other pandemic outbreaks. In this context it is important that the youth of the country is properly informed of their responsibility and this part is to be played by educational institutions. **Practice:** Surana College works with the vision of nation building. Each student's interest and capability is assessed during their stay with the help of a mentor system. Efforts are made to allot mentors who will guide students towards their interest to find their future in the field of interest. **NCC:** Cadets are given basic military training in small arms and parades. Sufficient Time is allotted to for the practice and training sessions. Care is taken towards recruiting a suitable candidate as NCC officer and is given the special responsibility. Special coaching is given to

students who go on camps. NSS: This practice involves in identifying the importance, in higher education which in turn create social responsibility among the students. Social sensitization for students is part of Nation building. NSS organizes various activities to involve students in meeting citizens especially in flood hit areas and helping financially and in rebuilding houses. Civic responsibilities: This practice follows the principle that citizens have an obligation to serve their society. In this context, Surana College conducted Voting awareness programs, Study centres of Mahatma Gandhi, Vivekananda, Buddha and Ambedkar have been established to educate students on the civic responsibilities. subject matter such as Constitution is taught and youth parliament is also conducted for the betterment of the students. Evidence of Success: It is not just about what happens in the end. But it is also about how we all got there. So here are some great personalities who have achieved success from the practices. 1. Arbaz Khan from BCom was trained into army in the NCC quota and is serving the induction period 2.

Karnataka flood relief was supported by the NSS and several students volunteered. They contributed to the chief minister's fund by collecting one day salary of all staff members 3. Many students cast their votes for the first time. Many parents filled forms and received their Election cards. The awareness program was conducted with competent authorities and students oriented about their representatives of their constituencies 4. Sports: several sports players from Surana College represented the country, state and University. Yoga competitions and awareness was created by sponsoring the event along with Bangalore University 5. 3 ranks and 1 gold medal in BU convocation.

These students had received special coaching. Ajay won the gold medal for sports and academics. 6. Placement list enclosed- Companies like Infosys - BPM, Square Yards, Northern Trust, Square yards, Amazon, Concentrix and Cognizant visited the college and several students placed with good packages Problems encountered and resources required: Schedule had to be adjusted to suit timings for practice. Special coaching has to be arranged for making up of overlook module. Assisting the finance towards NCC for training is required. NSS required safety measures for students. Resources were provided by the college.

Some Faculty members are looked-for the safety of the girl students. Since India is a democratic country, all voting related activities had to be conducted with utmost caution to maintain the socialistic approach to the event. It is essential to meet several citizens to make awareness program effective Information relevant for adopting / implementing this Best Practice in other institutions: Regular reading of the newspaper to know what is happening in and around the World makes the authorities aware of the needs and wants of the citizens . Parents must be involved for these events so that proper support will be available. organization must be supportive so that the students can engage in this practice for the better outcome. Best Practice 2

TITLE OF THE PRACTICE: Enhancing Quality Improvement Program **Objective of the practice:** The Quality Improvement Programme (QIP) was launched by Surana College with the main objective to upgrade the expertise and capabilities of teachers in the institution. The programme is being implemented and monitored by the IQAC of the college. Every department carry out various activities to be a part of QIP. These are aimed at improving the standard and quality of teaching. The extracurricular activities and extension activities also up graded to give holistic education to students. **The Context:** One of the important debates in education policy is, how to improve the educational achievement within schools. It has been increasingly recognized that one of the most important factors determining student achievement is teacher quality.

Knowledge, skills and expertise are the key enablers for maintaining our economic growth momentum where skills and expertise requirements are ever-changing. The concept of lifelong learning will have to be embedded in the way we teach our youth. The correct ecosystem is to be developed. **Practice:** IQAC has been scheduling various FDPs over the academic year. Quality Improvement

Programme has been conducted from Chemistry Department by Dr.Divya, department of PG Chemistry, BMS College, Bangalore. B.Com Department 'Q and A Model' by Prof. Savitha Sastry and Prof. Raghunandan, PG Centre, Surana College, Kengeri on 5th Feb, 2020. The teams have worked out a Question - Answer model to help slow learners and a highly technical add on course for the more dynamic students in the classes. Experts were invited from various fields, both academic and industry. Faculty Development Programme was conducted on MOOC and Teaching Techniques on 4th and 5th November 2019. Dr. AnjanKrishnamurthy , BMS College of Engineering, Bangalore and Ms.Vahini, Bangalore University were the resource persons. They enlightened the faculty members with their experience in preparing POs and Cos. In-House symposium conducted on 04.11.2019. It consisted of talks by faculty members who presented papers in various seminars throughout the last academic year. The abstracts were published in a booklet. 19 papers were presented by faculty members. Panchathandra is an ancient set of tales used by kings for prudent worldly conduct. Also these ancient fables are still relevant for todays hi tech lifestyle. A Faculty Development Programme was conducted on "Management lessons from Panchatantra" for all teachers. Yoga programs were conducted in association with the Acharya Yoga Centre for students and faculty members as part of discipline and good health practices. Skill Development in Biotechnology/Chemistry workshops were done in association with Biocon sponsored by KSTA (Industry collaboration) Management sponsored for faculty members several FDPs in various colleges too. IQAC organised e-learning workshops during the lock down on zoom, Microsoft teams and gotomeeting platforms Evidence of Success: QIP enhanced teaching quality. Improvement in Student results in the University examinations are observed. Student satisfaction survey is the best way to assess the success of this best practice. The results have seen a remarkably high in all subject. V Semester B.Com: Sanjana C.S.: 9.65, Shreya T: 9.5 Madhuri R.: 9.48 , Kavya Priya S : 9.38 Sudharshan A: 9.4 Nisha T: 9.15. Exemplary (A Grade): 29 students, Distinction: 40 students, I Class: 39 students. Distinction holders of BCA NOV/DEC-2019 - 163 students. Centum score in Mathematics: I sem BCA Pooja K , Keethana K N , Kavyashree D , Lokesh H , B. Nandini, Shivashankar, P Chandana , Amulya C S , V semester BA JOPy 100 results. Chemistry Paper V two students 100 marks. Sanskrit : 100 results Problems encountered and resources required: Although the improvements needed are clearly defined, measuring performance and competency has been particularly challenging for any training program. Several key elements must be in place before the implementation of a curriculum in QIPs to achieve effectiveness and sustainability. These key elements include trained educators with a specialized set of skills to effectively teach. Need of resources to promote and support the facilitation of QIP projects. Information relevant for adopting / implementing this Best Practice in other institutions: All institutions must take up QIP in a war footing since it is the best way to improve the quality of teaching and student performances. Finances are to be allotted in the budget at the beginning of the academic year and systematically a schedule is to be maintained. IQAC is to give priority to QIPs in every department. Faculty members are to be motivated into accepting this best practice and allocate time to learn new techniques.

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/AOAR2019_20/7.2.1_Best_Practices.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

Transforming classroom to e-platform through online education The vision of

Surana College is to be the educational institution of preferred choice by ushering convergence of knowledge, skills and values through holistic education. The priority is "Vidyadhanam Sarvadhanam pradhanaam." ('Education is the supreme of all wealth'). The thrust area is to mould character and career of our students. The year 2019-20 marks as a special year with part of its academic year under lock down caused by the pandemic COVID 19. E-content development has been a priority from the beginning of the academic year. Library has been helping the faculty members to record the content and sharing with students through their mail. Past question papers and answers were accessed by students electronically and the library maintains a record. In mid March 2020, the unexpected lockdown with uncertainty began. Emergency meeting were conducted by the faculty members to adapt to new changes. The first was to orient the faculty and students to adjust to online classes. Initially, all training was done through Whatsapp, as many students were familiar. Assignments questions were shared in the WhatsApp group and later collected by orbital leaders. Mentor talks were arranged to encourage students and help them cope with the change. Then, Orientation program was arranged for learning the methodology to use zoom platform. Licensed version of Zoom were purchased and distributed to the various departments. . Later, various other mode of online such as Microsoft teams, Gotomeeting, CONCORD were introduced. To cope with the curriculum, new schedule were made by every department to complete the syllabus. For the effective use of library, online facility were given to the student to refer e-books. Access were given for National digital library such as wayam, inflibnet, swayamprabha, youtube.com, shodhganga, shodhganga.intlibnet, vidwan.inflibnet. Internal test and exams were conducted in online platform with proctor mode. Students used electronic mode of uploading their answer papers for evaluation. Teachers uploaded the marks after evaluating in OPTRA. Parents and students have the access of viewing attendance and marks of their wards. OPTRA is secured with proper authentication. Even the Certificate courses were done online by faculties and students. NPTEL seminars weekly, guest lectures as webinars, special events like world heritage day, quiz, competitions and posters competitions were all conducted to have variety in learning. Faculty members also attended several online courses in both SWAYAM and NPTEL. Health and wellbeing cell was established and psychological counseling done online. Parents-Teacher meet, alumni connect were conducted. Sports students conducted meeting online. Slow learners were contacted separately, and special classes were arranged online. NCC and NSS conducted events of awareness for the students and faculty members on zoom. Many extension activities were done to keep students active in social service work. Thus Surana College raised to the occasion to educate our students to develop skills and realize that education is the supreme form of wealth.

Provide the weblink of the institution

https://www.suranacollege.edu.in/images/NAAC/AQAR2019_20/7.3.1 Institutional Distinctiveness.pdf

8.Future Plans of Actions for Next Academic Year

The institutions has a clear vision of contributing learned graduates and post graduates personal to community, who in turn serve the global community with service and research . The future plans fall under:-

1. Maintaining and improving the academic standards on continuous bases in all the programs offered.
2. To intensify the innovative teaching, learning and evaluation process with innovative approach.
3. To add need based different programs at postgraduate level.
4. To increase the number of the intake both UG and Post graduate level.
5. To initiate student satisfaction survey on overall institutional development.
6. To strength the facilities for specially abled, slow and advanced learners and encourage students from outside the state.
7. Initiate action to get MCA and MBA department NBA accredited
8. Application for Autonomous Status.
9. Strengthen

incubation centre 10. Improvement in the placement opportunities for students. 11. Continuation of efforts towards eco-friendly practices 12. Strengthen Alumni data base, the activities of alumina and parents through the respective committees 13. Motivate faculty to take up more number of research activities and to publish more number of papers and different journals 14. 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