



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution	SESHADRIPURAM INSTITUTE OF COMMERCE AND MANAGEMENT
Name of the head of the Institution	Prof. Vidya Shivannavar
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	080-22955382
Mobile no.	9036957321
Registered Email	smilesicm@gmail.com
Alternate Email	infosicm@gmail.com
Address	#40, Girls' School Street, Seshadripuram
City/Town	Bangalore
State/UT	Karnataka
Pincode	560020

2. Institutional Status					
Affiliated / Constituent		Affiliated			
Type of Institution		Co-education			
Location		Urban			
Financial Status		Self financed			
Name of the IQAC co-ordinator/Director		Assoc. Prof. B.G.SUMA			
Phone no/Alternate Phone no.		08023605520			
Mobile no.		9901481030			
Registered Email		sicmiqac@gmail.com			
Alternate Email		suma.bgmcom@gmail.com			
3. Website Address					
Web-link of the AQAR: (Previous Academic Year)		https://www.sicm.edu.in/			
4. Whether Academic Calendar prepared during the year		Yes			
if yes,whether it is uploaded in the institutional website: Weblink :		https://www.sicm.edu.in/calendar-of-events.shtml			
5. Accrediation Details					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B	2.18	2019	08-Feb-2019	07-Feb-2024
6. Date of Establishment of IQAC			12-Jun-2012		
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	
No Data Entered/Not Applicable!!!					
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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
No Data Entered/Not Applicable!!!				
No Files Uploaded !!!				

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

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

1

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 File](#)

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

No

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

- Promotion of research activity among faculty by conducting research oriented guest lectures and workshop such as 'A workshop on Art of writing research paper'.

- Programs for continuous development of teaching techniques in specific subjects, Sessions on Classroom Management, Stress Management and Team Building were conducted.

- Continuous involvement of Staff by conducting various Sessions of Sharing information about different arenas, different applications/ software useful for faculties and conducting activities like SWOC analysis of major events conducted in college such as Self Governance Day, National Conference etc and to re-energize the faculty, 3 days Happiness program by Art of Living were organised.

- Certificate programs/Courses offered to students to Promote professional competence in association with reputed industry partners. Focuses on Enhancing entrepreneurship skills among students in a sustained manner.

Conducting Advanced Learner's Session every year. Uniform university examinations sessions conducted for the first year students to acclimatize them to the scheme of examinations and evaluations of University level.

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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	Achievements/Outcomes
<ul style="list-style-type: none">Organizing National Conferences workshops	<ul style="list-style-type: none">One Day National Conference on "Issues Pertaining to Talent Acquisition with Generational Diversity in Developing Economies" Organized on 19th September 2018.
<ul style="list-style-type: none">Promoting Women Empowerment	<ul style="list-style-type: none">Vismaya-Celebration of International Women's Day as a part of ISR supplied requirements of Need Based India - Orphanage for Girl Child and also provided an Opportunity for them to exhibit their talents in our campus.Seminar on Health and Wellness for facultiesSeminar on Legal AwarenessPrgoram on Rights and Responsibilities of WomenSeminar on Health & Hygiene for Women for Students."Nannolagina Naanu" organized by Ranga Baduku Trust on the occasion of International Women's Day"Mission Saahasi" - Self Defense Camp organized by ABVP.
<ul style="list-style-type: none">Offering Value Addition Certified Courses/Programs	<ul style="list-style-type: none">SAP certificate course.Competitive Examination Coaching Classes by Milestone Academy.Tally Certificate course in association with NICT.Short term courses in Tally, Digital Marketing and Banking Examination TrainingVAP by Glisten for all the semesters at free of cost.Wokshop of higher education in Career DevelopmentPresent your perspective by BCU in association with Karnataka Accounting Association and BSBS B School, five student team of our college presented as "MILLENIAL AS MASTERS OF MANAGEMETN"Interactive session on prospects of Global Higher Education was arranged in association with SAGE.Interactive session on IAS, Competitive and Banking ExaminationOrientation on Certification Courses, Internshala- Internship Opportunities.India's biggest Quiz Contest organized by Career Launcher.Personality enrichment program and Industrial visit.Workshop on Curriculum Enrichment Program on IND AS
<ul style="list-style-type: none">Strengthening Community Engagement	<ul style="list-style-type: none">Shramadhana under Swachh Bharath

initiatives

Campaign • One day voting awareness Workshop & Rally in association with BBMP, BCU & State Election Commission. • NSS Volunteers participated in Loksabha Election to assist the disabled people. • NSS in their Annual Special Camp, constructed washrooms for the benefit of students of Ranganatha Rural Education Society as a part of Swachh Bharath Abhiyan Project, • International Peace Day was celebrated at Gandhi Smarak Nidhi • Awareness session on "No Plastic" was organised on World Environment Day. • One student represented at National Integrated Camp at Government First Grade College, Shimoga. • Walkathon on account of International Womens Day Celebration organized by Digvijaya News Channel and Vijayavani News Paper. • Mega Volunteers Blood Donation Festival in association with various Organisations. • Youth Red Cross organized an orientation by Akshaya Patra on importance of youth in social service. Students of SICM and MLA home science college participated in the event and basic Orientation Programme on YRC • World Red Cross Day Celebration at Indian Red Cross Society • Youth Spread Awareness Prgoramme on Voting Rights • Cancer Awareness Program • Youth Awareness Program "One Nation One Youth"

• Entrepreneurial Skills among students

• ED day organized every year by Lakshya-the commerce & Management Forum in association with E-Cell.

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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body

Meeting Date

Governing Council

14-Dec-2019

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

No

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2019

Date of Submission	14-Feb-2019
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>The college strives to have an efficient Management Information System to store, analyze and share data for optimum functioning. The college attempts to promote a computer assisted environment to maintain records and to monitor progress with accuracy and speed. The college makes use of a user friendly and readily/ App based accessible system which has improved its functioning in many areas. One of the major tools of MIS used by the college is Campus Engagement platform of IPOMO Communications which offers the advantage of accessibility on mobiles, thus making it extremely student friendly. This software offers taking of students' attendance, updation of internal marks, which reaches the parents too. Modules currently operational: Attendance and Course Tracking System The college has an efficient Attendance and Course Tracking System. IPOMO provides the authorities, faculty, students and parent's direct access to live attendance updates as well as internal assessment marks. Management Information System used for the Stakeholders are as under: 1. Management: (Human Resources Management Services) is used to maintain records of salary, promotion, increments, etc for staff. 2. University payments: Payment of university admission fees and examination fees (including revaluation, marks card change) online is integrated with computerized data base of students. 3. Principal/College/Campus Activities/Digital Engagement Rooms: The college app serves as a major tool of information dissemination. Some of the features: • Campus notification, circulars. • Announcement and documentation/updates of events and programs. • Placement updates. 4. Students Parents : • Admission records are computerized and data base is maintained and shared with IPOMO. • Student details of class and section,</p>

languages, electives are mapped with timetable so that attendance can be recorded live for individual student. • Students are provided with individual account with log in and password. • Login and password is provided for Principal/ Admin to access/ track student information regularly. • Comprehensive attendance status report for individual student/ class can be generated at any given time. • Internal Assessment marks are displayed on IPOMO and accessible to students and parents. • Communication system is integrated with attendance so that automatically SMS is generated for parents weekly in order to help them track attendance of their wards. • SMS is sent to students as per data base maintained regarding important information. • Student feedback on faculty performance is taken on mobiles, analyzed and reports generated. 5. Scholarships: Data and record maintenance of scholarship application and disbursement. 6. Finance and Accounts: a. Salary disbursement, Provident Fund, Professional Tax, ESI, TDS deductions and IT Payments are made through online systems with data maintained in systems. b. All expenditure records are computerized, enabling immediate cross -checking and providing data for preparation of budget.

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

On receipt of the curriculum semester wise from the university, the institution divides the activities on the basics of academics and non-academic. The academic planning is undertaken by the Heads of the Department and non-academic planning is taken up by the different committees. In case of academic, the subject allotment is done prior to the commencement of the semester on a rotation basis of seniority in odd semesters and newly joined in case of even semester. On allotment, faculties prepare the Lesson Plan which will contain the expected date of completion of Syllabus Chapter wise, objectives of each Chapter which the faculty expects the students to learn, Pedagogy used to impart contents and handover to the Heads of the Departments. During the working days of the semester, faculty members maintain work diary to record the Contents of the Chapter delivered in the class daily. Work Diaries are monitored weekly by the Heads of the Department and the Principal. The work diary is the progress report which is used to check whether the syllabus is in line with the proposed date of completion as mentioned in the Lesson Plan. The

institution conducts various activities relating to the curriculum enrichment by inviting experts from different fields to both faculties and students at the institution level and University level by inviting faculties of the affiliating institutions. Faculties of our institution are nominated to attend the curriculum enrichment program organised in various affiliating University colleges, on attending, the deliberations of the discussions will be reported to the Heads of the Department, in turn will be discussed in the department meeting to enrich all the faculties .besides, many of our faculties are members of Board of Studies and Board of Examiners in various universities who contribute for better delivery of curriculum at the institution level. College has set up a Course Review Committee which comprises of Principal as the chairman, Staff Secretary, Senior Heads of the Department and the student class representatives, committee meets frequently to check the progress of the syllabus completion by each of the faculty, prior to which the faculty submits the syllabus completion status to the respective Heads of the Department, in case of any discrepancies, the faculty will be Counseled by the Heads of Department in presence of Principal to find the best solution to the problem. With a view to enrich the skills of students, internship awareness programs and specifications of requirement to submit a report on internship is prepared and hosted in the college website. The documentation of the lesson plan will be maintained by the Head of Departments, minutes of the review committee will be maintained by Staff Secretary and discussion with individual faculty will be confidentially maintained with the Heads of the Departments.

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
TALLY	0	13/08/2018	30	EMPLOYABILIT Y	0

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BCom	Accounts Finance	27/06/2018
BBA	Finance Human Resource	27/06/2018

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

	Certificate	Diploma Course
Number of Students	83	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
Communication Skills	14/06/2018	879

Advanced Tally and Personal Grooming	26/12/2018	879
SAP(FICO)	14/06/2018	879
Advanced EXCEL	26/12/2018	879
Pre Placement Training	14/06/2018	879
Digital Marketing	26/12/2018	879
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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
No Data Entered/Not Applicable !!!		
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	No
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>The college conducts different value added programs, certificate programs and training programs to the students during regular semester days and vacation. These courses are conducted with a formal Memorandum of Understanding with the course providers, the design of curriculum and the number of hours will be shared, discussed and implemented. Classes are scheduled and planned by the concerned Committee, at the end of each semester the students will provide the structured feedback feedback of various courses offered is collected by Internal Quality Assurance Cell. The programs or the certificate courses have received a positive feedback. Those courses are continued for the subsequent years otherwise either the course or the providers of the course would be altered. Feedback is analysed by internal quality assurance cell and is shared with the Principal along with the coordinators of the specific program. The feedback also contains the overall report of suggestions offered by the respondents which is shared with the committee conveners who in turn take those into consideration for subsequent planning and implementation. College mandatorily conducts annual alumni meet: Nexus, Feedback of the curriculum is collected from the alumni batches relating to the syllabus that they had studied during their stay in the college. The practical applicability of the aspects relating to the covered syllabus is set as parameter in the feedback form and received, received feedback is shared in the Internal Quality Assurance Cell meeting and the necessary changes are brought about at the college level by implementing new certificate programs as the changes suggested cannot be altered in the regular syllabi since the college follows University syllabus. Parents being the prime stakeholders are regularly met by college through a committee called Parents Relation Centre, feedback from parents are structured and taken during the meeting. Suggestions given by the parents are viewed seriously and subsequently discussed in the meetings and implemented in</p>

due course of action. Institution's placement is carried out by a Centralized committee managed by the trust, the feedback from the employers are taken both in structured and unstructured formats, Placement coordinators are appointed at the institution level to co-ordinate with trust placement team. The feedbacks provided by the employers are shared in the meeting with the placement coordinator at the trust level feedbacks are used to design the Curriculum for Value Added Programs at the institution level. Structured feedback is not received from teachers, but in the process of discussing the learning outcomes necessary inputs are provided which are carried forward at the time of participating in various University platforms. Feedback received from various stakeholders is shared by our faculties who represent the Board of Studies with University to bring about some changes to the existing curriculum as suggested by the respondents.

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
BCom	ACCOUNTS FINANCE	240	480	238
BBA	FINANCE HUMAN RESOURCE	120	74	67

[View File](#)

2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	305	0	27	0	0

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
27	27	68	17	0	0

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

No file uploaded.

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

The college has a robust mentoring system to provide personal, academic and psycho social support to students. Mentor's list is prepared by Head of Commerce and Management department in the beginning of academic year to give personalized attention to students Each mentor's are assigned with 30-32 students to monitor, motivate students to enhance their academic progress. Mentorship files are maintained for every student recording personal profile and academic performance. Mentor-Mentee's meeting is conducted to address chronic absenteeism, attitudinal problems, academic or personal issue. Mentors guide and provide

necessary suggestions to nurture the growth of mentee, if in case of serious problem mentor will guide mentee to avail the services of professional counselor who is available on campus.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
878	27	33

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
27	27	0	0	1

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
No Data Entered/Not Applicable !!!			
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BBA	CQ26	6	21/06/2019	26/07/2019
BCom	CQ41	6	15/06/2019	23/07/2019
View File				

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

University guidelines are strictly adhered with respect to evaluation process. The college has a forum for examination which comprises of senior faculty members as conveners with other teaching and non-teaching members who plan 2 internal exams to be conducted every semester, valuation, slab rates for marks for attendance and assignments to award the internal marks. Setting of Question paper is done systematically through decentralized process. The schedule of internal test is communicated to students through public address system and notice board 15 days prior to the exam date. The faculties are notified in the beginning of the semester through institute academic calendar. Internal marks comprises of marks scored in internal exams, assignments and attendance of the students. Committee displays final internal marks scores on the notice board every semester end to address any discrepancies. Assignments are given to students which gives practical exposure to the concepts. Which includes: • Case study analysis. • Primary research through questionnaire, tabulation of data and analysis using simple statistical tools like percentage and graphical analysis. • Internal Audits to provide insights on auditing. • Students prepare PPT's individually or in a group and present related to subjects to overcome fear of facing the crowd. • Charts and models preparation which are displayed in the business lab of the college. • Students analyse the fluctuations and price movements in stock market with regards to a particular stock of company.

- Events organised by the students to improve their organizing skills and team work.

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

College is affiliated to Bengaluru Central University. Calendar of events is prepared by Staff Secretary keeping in track with university calendar of events and plan of action submitted by conveners of respective forums before the commencement of semester. The dates of two internal assessment tests are first finalized and all the other activities are planned accordingly. Academic calendar is adhered strictly by all the forums, which will be monitored by Internal Compliance Cell. Dates of major programmes like Blood Donation Camp, Women's Day celebration, NSS Camp, Annual Day, Annual Athletic meet, Alumni Meet, Internal Tests, Parents Meet are strictly adhered. There may be minor changes relating to dates of preponement or postponement of activities due to external factors like availability of resource persons, the change of which will be communicated well in advance to staff and students. At the end of the semester, forum conveners will present PPT relating to activities conducted for the semester which will be monitored by Internal Compliance Cell and Head of the Institution. The same will be scrutinized keeping the plan of action submitted by the forum conveners at the beginning of the semester and activities conducted during the semester. If any discrepancy is found appropriate actions will be taken by Head of the Institution. The calendar is published in website and app to ensure transparency.

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.sicm.edu.in/courses.shtml>

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
CQ41	BCom	ACCOUNTS FINANCE	229	200	88.1
CQ41	BCom	ACCOUNTS FINANCE	229	212	93.39
CQ26	BBA	FINANCE HUMAN RESOURCE	56	42	84
CQ26	BBA	FINANCE	47	35	74.47

[View File](#)

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.sicm.edu.in/downloads/SICM_Student%20Satisfaction%20Survey.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
No Data Entered/Not Applicable !!!				
View File				

3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Tally with GST	Aikya-Centre for Career Development	25/10/2018
SEBI Sponsored Financial Education	Drishti-Faculty Development Program	23/10/2018
Awareness program on Postal Life Insurance	Drishti-Faculty Development Program	02/11/2018
Industrial Visit to Mysore	Tour and Hospitality	15/10/2018
Certification Program in Association with NICT	Aikya-Centre for Career Development	17/07/2018
Orientation Session on Competitive Exams	Aikya-Centre for Career Development	17/07/2018

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
Present your perspective - Teachers day (Self Governance Day)	Sanjay Rao Dalve Spoorthi Jagadish	BSBS The Business school Bengaluru Central University	04/04/2019	Winners
View File				

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
No Data Entered/Not Applicable !!!					
View File					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	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
0000	0

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

Type	Department	Number of Publication	Average Impact Factor (if
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			any)
National	Commerce	1	6.1
National	Commerce	1	6.1
International	Commerce	1	7.0
International	Commerce	1	7.0
International	Commerce	1	5.8
International	Commerce	1	5.7
International	Commerce	1	5.7
International	English	1	3.0
View File			

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
Commerce	1
View File	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						
View File						

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
View File						

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	2	8	5	15
Presented papers	22	11	0	0
Resource persons	1	0	0	2
View File				

3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/	Number of teachers	Number of students
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	collaborating agency	participated in such activities	participated in such activities
Voting Awareness Programme	NSS- Bangalore Central University	1	78
Blood Donation Camp	NSS YRC- Indian Red Cross Society	2	100
National Integration Camp Shivomogha-Bhaigada	NSS	0	1
Visit to Mathrushree Manovikasa Kendra	NSS	1	5
NSS Camp	NSS -Ranganath Rural Education Society	2	41
Shramadhana	NSS	1	50
Visit to Valabha Nikethan Ashram	NSS	1	70
CATC Camp	8 Karnataka Battalion NCC at Delhi Public School -13/05/18-22/08/18	1	12
CATC Camp	8 Karnataka Battalion NCC at Delhi Public School -02-05-2018 to 11-05-2018	1	10
Army Attachment Camp	MEG Army Center, Bangalore. Army Attachment Camp	1	1
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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
No Data Entered/Not Applicable !!!			
View File			

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
No Data Entered/Not Applicable !!!				
View File				

3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
NIL	0	NIL	0
No file uploaded.			

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
Membership	IIMB Library	Indian Institute of Management Bangalore(IIMB), bannerghatta Road Bangalore-76	17/02/2018	18/02/2019	Faculties of SICM
No file uploaded.					

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
National Institute of Computer Technology	13/08/2018	Certificate Course	82
Mile stone Academy	20/03/2019	Training on Competitive Examinations	45
No file uploaded.			

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
1100000	285095

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
No Data Entered/Not Applicable !!!	
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
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Easylib	Fully	4.2.0	2010
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4.2.2 – Library Services

Library Service Type	Existing	Newly Added	Total
No Data Entered/Not Applicable !!!			
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			
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	102	1	2	2	0	0	0	75	2
Added	3	0	1	0	0	0	0	0	2
Total	105	1	3	2	0	0	0	75	4

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

75 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
No Data Entered/Not Applicable !!!	

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
4100000	4519058	1000000	539627

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)

Every day the institution focuses on maintaining a proper sanitisation of the class rooms and all other rooms of the campus which is maintained by the house keeping staff. House-keeping work is out-sourced to 'MATRU Agency'. Security services are availed from SPS Agency Facilities that are available can be utilised by the students by recording their details in the concerned registers maintained at respective places like labs, computer centres, sports centre,

etc., in the classrooms it is usually maintained by the class representatives. Stock registers are maintained in the College by Office assistant and maintenance of the computers is done by Computer programmer. Stock verification is done in all the departments at the end of the academic year by the faculties and a report on the same is submitted to the administration Wing. The office Superintendent takes care of major / minor maintenance works before the commencement of Semester. Complaint register is maintained in office, where any grievances related to classroom or infrastructure related issues will be informed to office Superintendent by students necessary steps will be taken by faculty members to resolve the issue within a deadline. Annual budget is proposed to the Trust, allows the funds for the servicing and the repair of the instruments/ equipment. Suggestion boxes are opened every weekend to address the grievances of students for which registers is maintained and reply is given in 3 working days. Sufficient amount of hot and cold water is stored in water filters at 4th and 5th floors. The Institution has Contract with various companies which will be renewed every year by Principal to ensure the maintenance of infrastructure. ? Maintenance of Computers, Printers, and Scanners is done by Sumitra Computers as and when the need arises by contacting the service provider. ? Maintenance of Projectors and Xerox Machine are done by Anugraha Enterprises, Bangalore. ? Servicing and Maintenance of water purifier is done by the supplier of the equipment. ? Maintenance of electricity, plumbing, carpentry and other civil related works is centralized at trust level, all the requirements will be channelized through administration wing as and when the need arises. ? Servicing and maintenance of Fire safety Equipment is done by ACE Enterprises. ? Maintenance of HD-CCTV is taken care by World tech. The college has Annual Maintenance Contract with Easylib Library Automation Software, Ace Fire Services.

<https://www.sicm.edu.in/facilities.shtml>

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
No Data Entered/Not Applicable !!!			
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 implementation	Number of students enrolled	Agencies involved
No Data Entered/Not Applicable !!!			
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
No Data Entered/Not Applicable !!!					
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
18	18	7

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
No Data Entered/Not Applicable !!!					
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	Department graduated from	Name of institution joined	Name of programme admitted to
No Data Entered/Not Applicable !!!					
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
NET	1
No file uploaded.	

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

Activity	Level	Number of Participants
No Data Entered/Not Applicable !!!		
View File		

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/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						
View File						

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

Student Council: We impart leadership, management skills in students. The students are selected as student coordinators by conveners in various committees to conduct, handle and manage events by each committee for the academic year. The student representatives also co-ordinate with various committees' conveners and co-conveners so that they develop a sense of

responsibility and accountability towards activities conducted by committees and decisions made. Student coordinators are involved in meetings and suggestions given by them will be considered in taking decisions with regards to the committees. The student coordinators in turn share and delegate the responsibility of organizing and executing events and activities with other student representatives/ members in the committee. Academic Involvement: The College has a practice of electing the students as class representatives in each class by the concerned class teachers through voting system by raise of hands with consent of majority of students in a class. Elected class representatives will represent their respective classes for the academic year. They play a role in communicating about classes, student interactions, co-curricular activities etc. The Student representatives act as facilitator and mediator between students and teachers and coordinate day to day activities especially with their class teachers. Regular meetings are conducted for all years of B.Com and BBA students in the presence of Principal, Head of the Department and staff secretary, class representatives are involved to discuss the issues related to academics and suggestions with regard to smooth functioning of classes, course reviews are taken for further rectification. Advanced Learners are selected for peer learning session. Administrative Bodies: College does not have registered student council but students themselves represent in all curricular and co-curricular committees like cultural, sports, NCC, NSS, YRC, Eco mitra, Lakshya, Parinathi and Language house etc., They take a lead role in conducting Blood Donation Camps, NSS Camps, Collecting Relief funds for floods, conducting surveys and minor research projects, participating actively in Inter-Collegiate Fests and Language competitions. Increased student's involvement in academic and co-curricular activities yields desirable results for the institution as it affects student's educational exposure and opportunities as their participation may manifest them into sapient which leads to the holistic development of individual student personality

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

2767

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

54000

5.4.4 – Meetings/activities organized by Alumni Association :

1

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

The college conducts various programs wherein we follow participative management and decentralisation. Two such initiatives from the academic year 18-19 are the conduct of the Inter Collegiate Cultural Fest –Samsrushti and the Inter Collegiate Management Fest Lakshyanuvarthi. These two programs were conducted by the Cultural and the Management Forums. The event followed a systematic procedure in conducting the event. The procedure is as follows: • At

the beginning of the semester, the forum members along with the Principal discuss and frame the calendar of events. • Fifteen days prior to the event the budget proposal is sent to the Trust for approval. • Once it is approved, the preparation work is taken up by the forum members. • Students are an important part of the forum they actively involve themselves from the preparation till the reporting of the event. They too engage themselves in organising, documenting the events. • Every meeting is recorded in the minutes' book. • Once the event is conducted, a report is prepared and submitted to the documentation forum both in hard and soft copies. • These programs are taken up for discussion at the SWOC analysis of the program by the Faculty Development Program forum. • All the faculties take part in analysing the SWOC, they analyse the weak areas and improvise the upcoming events. The other initiative which follows participative management and decentralization is the Course Review committee. • This committee has Principal, as its chairman and the following as its members, Head of the Department, Staff Secretary, and one Senior most faculty and all class representatives from all the years and all the sections. • The committee discusses issues like syllabus coverage on time and any other issues relating to academics, infrastructure and other issues related to the classes. • The forum conducts meetings minimum once a semester. • The Staff Secretary arranges for the meeting and records the minutes of the meeting. • The class representatives communicate the problems related to the academics as well as other related issues. The issues discussed at these meetings are resolved in case of discrepancies through counselling in presence of the Hod's and Principal.

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

Partial

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	<ul style="list-style-type: none"> • The College is affiliated to Bengaluru Central University and follows the prescribed syllabus. • The college deputed faculties to attend various workshops, orientation, seminars organised by various colleges as and when syllabus is revised. • The college conducts Value Added Programs to all the students. The faculty with principal designs the syllabus in association with the service provider looking into the needs of the industry and its requirement. • A Pre-assessment test is conducted to all the students in the first year to identify the learning abilities of the students. • Bridge courses are conducted for the needy students and its syllabus is designed by faculty.
Teaching and Learning	<ul style="list-style-type: none"> • Pre- assessment tests enable to identify the learning abilities of students. • Bridges Courses - designed by our faculty to fill the gap. • 'Slow Learners are identified assignments designed separately, aided with

Remedial Classes. • Additional academic support is provided to Advanced Learners' • Through Peer learning, Students are encouraged to research and take up projects of business lab and internal audit of college administration. • Buddy System - the new faculty are tagged with the Seniors for guidance. • Few instances of innovative teaching methods: Quizzes, Cases studies, Entrepreneurs' day for experiential learning, Surveys, ICT infrastructure, an added advantage.

Examination and Evaluation

- The college conducts two internal tests as per Bengaluru Central University.
- For the non- core subjects, online exams are conducted in association with the software I POMO Communications India Private Limited.
- Skill development assignments are given to the students.
- For the smooth conduct of internals, the examination forum the question papers set by the faculties to verify its standard. The teachers take up surprise tests in the class hours too.

Research and Development

- Research competitions for students like, 'Justify Your Solutions', "Optimum Budget Analyser" and "Integrate Functional Areas" • Minor Research Project by students on "Non Usage of Seat Belts by Taxi Drivers" in Bangalore.
- Shares the information about research, like introduction of UGC Care, PhD notifications, competitive exams.
- Organised FDP like workshop on "The Art of Writing Paper"
- Financial assistance for research and publications from Trust.
- It is compulsory for the faculty to present papers/publish at least one paper to receive the Higher education allowance.
- Establishment of Seshadripuram Research Foundation to promote research.

Library, ICT and Physical Infrastructure / Instrumentation

- The infrastructure, Library, ICT and Instrumentation is upgraded regularly.
- The library department has observed Librarian's Day and hosted a Book exhibition show in the academic year.
- 123 New reference books are added.
- In the girls' restroom, sanitary napkins dispenser is installed and an incinerator for its disposal is arranged.
- Business Lab with interactive projector.
- The CCTV cameras are upgraded from Dome cameras

to HD. The CFL bulbs are replaced with LED. • UPS batteries replaced. • Wi-Fi is provided for all faculties and internet to the students in the Library and computer lab. Infrastructure amenities are well maintained annually

Human Resource Management

- The recruitment process ensures appointment of staff based on merit through a systematic procedure.
- Salary structure is transparent with staff being placed on a scale after successful completion of probation period, including various welfare schemes.
- The Trust extends full financial support to faculty and non-teaching staff to attend courses and workshops. Extra allowance is sanctioned for attaining higher qualifications.
- The Faculty Development forum conducts programs every month which increases peer learning through activities like Just a Minute. A session on the theme of work-life balance was conducted. A Workshop on Art of Writing Research paper was conducted

Industry Interaction / Collaboration

- Industrial visits and field visits are conducted regularly for all the students.
- Interaction with the Industrial professionals are organised regularly.
- Certificate Courses were introduced through an orientation programme, Tally classes from NICT, and orientation for Competitive exams from Milestone academy were conducted.
- Workshops on the importance of higher education by various speakers.
- Orientation programme on INTERNSHALA internship opportunities.
- Students were encouraged to participate in a programme that was conducted by Bengaluru Central University "Present your Perspective", which won the First prize.

Admission of Students

- The Admission Process follows the calendar of events of Bengaluru Central University.
- The students are admitted according to merit.
- The process begins with the Prospectus preparation and promotional activities.
- Application Forms are revised and updated every academic year.
- After the applications are received, merit list is prepared and displayed on the notice board as well as Website.
- Roaster system is followed in the allotment of seats.
- The students are

counselled about the courses and their benefits, the rules and regulations of the college.

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

E-governance area	Details
Planning and Development	Not Applicable
Administration	E-governance is implemented in the field of administration. • Bio-metric is used for the attendance of the employees. • I Pomo software is used to take attendance of the students and to send messages to the parents (absentees and other intimations). • The various forums have their mail id's, for all communication.
Finance and Accounts	Tally software is used for the e-governance of finance and accounts
Student Admission and Support	• Online applications are promoted in the website. • Through I Pomo App, each student is given a separate login Id to check their attendance status.
Examination	• Payment of the exam fees. • Internal marks are uploaded to the university • Absentee forms are uploaded online. • Hall tickets are generated online. • Exam results are declared online. • Through I Pomo software, online exams are conducted for non-core subjects.

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
No Data Entered/Not Applicable !!!				
View File				

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
No Data Entered/Not Applicable !!!						
View File						

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
No Data Entered/Not Applicable !!!				
View File				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
21	6	8	2

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
<ul style="list-style-type: none"> • PF • Group insurance • Gratuity • Encashment of EL • Annual get-together • 135 days of Maternity Leave • Paid leave of 15 days • Rs.10000 Fees concession for one child of staff who are working at Seshadripuram Educational institutions. • Financial assistance for Research • Registration and conveyance charges to faculties who attend seminars, workshops and FDP's • Grant of OOD for attending seminars workshops etc., • Higher education allowance. 	<ul style="list-style-type: none"> • Group insurance • Gratuity • ESI • Encashment of EL • Annual get-together • 135 days of Maternity Leave • Paid leave of 15 days • Fees concession for one child of the staff who are working at Seshadripuram Educational Institutions. 	<ul style="list-style-type: none"> • Group health Insurance • Health check-ups • Counselling

6.4 – Financial Management and Resource Mobilization

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

Half Yearly Internal audit is conducted by a team appointed by the trust. Prior notice is given to Principal. Under academic audit, OODs, workload is checked. In administration audit, vouching of receipts payments, Investments and TDS, Verification of scholarship disbursement registers, FRS, CL and EL, biometric is audited. Internal audit report is prepared, submitted to principal and Trust. The Internal Audit quires are ratified in the board meeting. Accounts, receipts and payments are audited by external auditors' M/S. Cherien Mathews and Associates, via vouchers and receipts. Receipts and Payments statement is verified, certified after examination of books of accounts.

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

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

6.4.3 – Total corpus fund generated

572508

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	NO		
Administrative	Yes	NO	Yes	Internal Audit Team appointed by Trust

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

- Parents Relation Center Conducts Parent's teachers meeting regularly where parents meet mentors and review their wards behavior, performance, attendance and other concerns.
- Parents can also express their views and provide feedback and suggestions for improvement of college activities.
- Parents can also meet the faculties during college hours regularly to track and monitor their ward's behavior, attendance and performance.

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

NIL

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

- Course review committee is formed to monitor the syllabus completion of course and take suggestions from students with regard to the course.
- Introduction of certificate courses like Tally to enhance student employability.
- MOU with NICT for providing certificate courses for students.
- MOU with Milestone Academy for guiding and motivating students for competitive exams

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!					
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

Awareness on Sexual Harassment	17/08/2018	17/08/2019	27	12
Awareness Programme on Health and Hygiene for women	05/10/2018	05/10/2018	35	14

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
<ul style="list-style-type: none"> • LED bulbs replaced to reduce the consumption of energy resources • Saplings are provided as a token of appreciation to the chief guests

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	0
Provision for lift	Yes	0
Ramp/Rails	Yes	0
Braille Software/facilities	Yes	0
Rest Rooms	Yes	0
Scribes for examination	Yes	0
Special skill development for differently abled students	No	0

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
No Data Entered/Not Applicable !!!							
View File							

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

Title	Date of publication	Follow up(max 100 words)
No Data Entered/Not Applicable !!!		

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!			
View File			

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

<ul style="list-style-type: none"> • Waste Segregation • Sanitary Napkin Dispensers and incinerator is inserted in
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7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice 1. Title of the Practice "Experiential Learning through In-house Internal Audit" 2. Goal With increasing GE Ratio in the Country for Higher Education, Competition is the order of the day with industries demanding job ready professionals. As an institution, it is imperative to strive extra mile to make students job ready and employable. With this as Prima facie initiative, the institution through it's sole Department of Commerce and Management has a practice to provide hands on experience about the audit of Educational Institution, makes them understand Internal Control System by witnessing the procedure of Auditing through Verification of Assets and realize the responsibilities, liabilities and professional of an Auditor and importance of auditing. 3. The Context Final Year B.Com student of Seshadripuram Institute of Commerce and Management are given a group task of conducting Internal Audit of College to provide a clear picture about the concepts they learn from the paper 'Principles and Practices of Auditing' as experiential learning. Audits like Time Table Audit, Class Room Audit, Library Audit, Sports Room Audit, and Stock Audit are assigned to each group and are instructed to provide audit report for the same with Audit Working Papers. 4. The Practice Process of conducting Internal Audit the topics for conducting Internal Audit is planned through Audit Schedule and is approved by the faculties handling the paper in consent with Head of the Department. Average time slot of one week is provided to the group of students to conduct the audit, while students approach administrative department for their consent and support to conduct the same and implement the schedule by reviewing records, observing the process and analysing the data by comparing the data available and the checklist prepared by them. Findings and suggestions provided by the teams are collected in the form of Report so as to provide an experience of preparing a report and understand the responsibilities of an Auditor as well as an Educational Institution towards Internal Control System. 5. Evidence of Success Group tasks provided to students facilitate team work amongst them by delegation of work. Exposure for learn while work is given as audit is conducted during the college working hours to enhance their communication and reporting skills. Students are recognized for the same through a certificate provided on Prize Distribution Day and a Lineage of practice has continued as per the feedback provided by the students as it has helped them understand the concepts better. 6. Problems Encountered and Resources Required a. Problems Encountered: 1. Time Lag: Time slot provided to the students is not sufficient as Internal Audit is a Continuous process, students do not get an opportunity to experience end to end procedure of internal auditing. 2. Depth knowledge: Students lack the level of expertise as an experienced auditor. Hence, will not be able to critically analyze the whole procedure of auditing. 3. Management Restrictions: Since institution has to maintain confidentiality, detailed investigation of Salary, College accounts and trust accounts, financial statements of the institution, Budgeting of future events are restricted. 4. Authenticity in the reports: Since groups from different sections are allotted similar type of audit, reports prepared by one group might be copied by the other. 5. Motivation of students: Since assessment marks is not connected to task students are less motivated. b. Resources Required: documents maintained by the college are provided to the students.

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

<https://www.sicm.edu.in/agar.shtml>

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

Information and Communication Technology enabled Classrooms The ICT classes with the equipped integrating technology to the curriculum have made a significant mark and progressive positive impact on students' achievements. Students who are continuously been exposed to technology through education has better knowledge, presentation skills, innovative capabilities, and are ready to take more efforts into learning as compared to their counterparts. The most unique and distinctive initiative from SICM is the ICT enabled classrooms with its sufficient usage to intensify the classroom teaching. ICT enabled classes will help a student to acclaim and enhance the theoretical ideas delivered by the teacher in the class into a practical vision. All the class rooms are completely ICT equipped with internet, projector and speaker facility to all the respective classrooms. This gives a sufficient assistance even to the teachers in the class to intensify any concept into the students' mind. Students' interest in classroom learning is elevated through Audio-Visual aids. Since our college is commerce and management centric, ICT executes a pivotal role in creating vitalise and virtualise the topic delivered by the teacher in the classroom theoretically. Presentations done at the regular basis helps visualise and also keeps students' focus intact towards the topic and lecture. Facts and figures presented on screen using LCD and projectors create more impact than conventional lecture method as per the current educational scenario. The ICT facilities in the classroom also provide an opportunity even to the students during their presentations to make it more effective and exuberant towards the concept. Through constant thought process of ICT in education will create a pathway to students be exposed to the technology world which is essential pill at the current scenario. This also gives student to learn and get a small glimpse of their professional career, where presenting, stage speaking, regular meetings, with ICT is common norm. ICT classroom can be a real boon for visually impaired and auditory impaired who needs support and assistance to visualize and virtualize the feed delivered in the classrooms. This classroom enables students be intact and stay connected with the world. This may also create students to understand both software and hardware components of ICT and learn troubleshoot them to overcome with the problem. Language teachers can also give rise to the humanitarian concern in a student by showcasing some related video, pictures related to, details of the author and what so ever related regarding the specific lessons prescribed by the respective universities. Smart boards enable both students and teachers to create their own imagination into reality with certain creations on boards which could be manipulated, dragged, copied and saved in the same for the future accessibility. Classrooms with such facilities have created more opportunities to build models in the Business lab of our college.

Provide the weblink of the institution

<https://www.sicm.edu.in/>

8.Future Plans of Actions for Next Academic Year

1 Women Empowerment • Classes/Sessions on Martial Art - Karate • Session on Pregnancy and Motherhood • Sessions, pertaining to issues on Gender Equality • Conducting Women Safety Audits 2 Placements • Seminar on Emerging Marketing Practices • Sessions on input from Industry Experts in collaboration with ICAI • Workshop on Industrial Academy Integrated Programs • Career Counselling, Grooming on industry requirements • Certificate Programs to make students job ready • Conducting mock interviews 3 Community Services • Trekking for NSS Volunteers, Sports and NCC Students • Conducting Surveys/Minor Research Projects on Community related issues • Planting Forest Saplings/Seed balls at outskirts of Bengaluru • Cleaning Programme/Shramadhana • Mega Blood Donation Camp • First Aid Training •

Visit to Krishi Vigyana Kendra by Eco club • Road Safety Programs 4 Cultural • Self Governance Day • Samsrushti - Inter Collegiate Fest to be a common fest to all the Departments 5 Parents Relation Centre • Organising Parents Teachers Meeting, Medical Camp to the parents 6 FDPs • FDP awareness programme • FDP on Health wellness nutrition, Tax saving 7 IQAC • Organising IQAC Workshop • Session on usage of smart projector • Publishing of Institutional Plan • Awareness Sessions on SWAYAM • Outbound Learning Activity for Staff, Students • Session on online AQAR 8 Ethical Value Based Activities • Conducting Sessions/Workshops on various personalities • Inter-Class Competitions on Best out of waste, Poster making, Quiz Competition on Value Based Concepts • Inter Institutions Competitions 9 Anti-Ragging Anti-Sexual Harassment • Guidelines on Anti Sexual harassment rules • Program on awareness on Online Sexual Harassment. • Seminar on educating students about cyber-crimes on social networking sites 10 Research Activities • Inter-Class Competitions on solving Case Studies, paper presentation • Conference for students • Conducting Minor Research to inculcate research skills among students • Session on Research Tools/application of statistical tools in Research paper 11 Sports and NCC • All India Inter-Collegiate Shooting Competition • NCC Cadets Alumni Meet • Celebration of National Sports Day • Workshop on Olympic Sports • Bangalore University I/C Archery, Cycling and Rifle Shooting Competitions • Visiting INS Kadamba Naval Base, OTA at Karwar • 11th Annual K.M. Nanjappa Memorial T-20 Cricket Tournament • Organising Cycle Rallies 12 Language Forum . • Language/Literature Activities including publishing of Language News Letter • Orientation on 'Sanskrit Wikipedia' and 'Commerce and Management thoughts through Sanskrit literature (Bhagawadgeeta) • Conducting National level Sanskrit Private Exams 13 Minority Activities • Scholarship awareness program • Competitions/Sessions on Values and thoughts of Ambedkar 14 Commerce Management • Orientation Programs on New Syllabus • Industrial visit to small scale industry • Seminar on Entrepreneurship, Safety Audits etc. 15 Alumni Engagement • Launch of Alumni Website and registration of Alumni Association