



Yearly Status Report - 2019-2020

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	Associate Prof. Amar H A
Phone no/Alternate Phone no.	08022955382
Mobile no.	9008111007
Registered Email	sicmiqac@gmail.com
Alternate Email	amarmcom@gmail.com

3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	_https://www.sicm.edu.in/downloads/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.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!!!		

[View File](#)

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)

No Data Entered/Not Applicable!!!

[View File](#)

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
No Data Entered/Not Applicable!!!	
View File	

14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
Governing Council	10-Sep-2020

<p>15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?</p>	<p>No</p>
<p>16. Whether institutional data submitted to AISHE:</p>	<p>Yes</p>
<p>Year of Submission</p>	<p>2020</p>
<p>Date of Submission</p>	<p>07-Feb-2020</p>
<p>17. Does the Institution have Management Information System ?</p>	<p>Yes</p>
<p>If yes, give a brief description and a list of modules currently operational (maximum 500 words)</p>	<p>The college has an efficient Management Information System which acquires analyses and shares the data for the best working of the institution. We have a transparent and robust system of maintaining and monitoring the records with accuracy and speed. We have a MOU with IPOMO Communications Pvt. Ltd, which acts as complete Campus Engagement and management platform. It provides a user friendly Mobile App, which is easily accessible to all the stake holders in App stores. IPOMO provides all the stakeholders' a complete check on the activities of the college through its APP. They also have direct access to check live attendance updates and internal assessment marks. The modules currently operational are:</p> <ol style="list-style-type: none"> 1. ACTS monitors the Attendance of the students, regularly tracks completion of the syllabus. 2. IPOMO is also used for the maintenance of students and staff data base. 3. The college app AirCast serves as a major tool of information dissemination to all the stake holders with: <ul style="list-style-type: none"> • Campus notification, circulars. • Announcement and documentation/updates of events and programs. • Placement updates. • Extra curricular and cocurricular activities at college 4. Individual student access <ul style="list-style-type: none"> • Admission records are computerized data base is maintained and shared with IPOMO. • Student details of class, section, languages and electives are mapped with timetable so that attendance can be recorded for individual student. • Students are provided with individual account with log in credentials. 5. Report

generation mechanism • Comprehensive attendance status report for individual student/ class can be generated at any given time. • Consolidated Internal Assessment mark list can be generated. • Communication system is integrated with attendance so that automatically SMS is generated for parents weekly in order to track attendance of their wards. • SMS regarding important information is sent to students as per data base maintained. • Student feedback on faculty performance is taken on mobiles, analyzed and reports generated. Ipomo worked as boon to us during this academic year 1920. The Even semester had been effected by Covid19 and its consequent lock down handicapped the process of teaching and learning process. It enabled remote accessibility of students. Ipomo provided a virtual platform to start the academic work from remote places within a week from the period of lock down the institution was able to design and start the regular classes on online platform specially designed for our institution. Also enabled live streaming sessions, separate virtual rooms for each class where faculties could upload prerecorded videos and study material. The classes were well planned timetable was shared to the students on the App. The advantage of this system was we could reach all stake holders during pandemic and accessibility of app on mobiles made it user friendly. 6. Finance and Accounts: College has a licensed version of tally software which is integrated with management, includes • Salary disbursement, Provident Fund, Professional Tax, ESI, TDS deductions and IT Payments are made through online systems with data maintained in systems. • Expenditure records are computerized, enabling immediate cross checking

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

- The institution affiliated to Bengaluru Central University planned and

implemented the new syllabus and curriculum rolled out by the University for all the programs. • The department of Commerce and Management introduced a new committee and appointed a Co-Ordinator for the academic year 2019-20 to plan the classes for Practical for Skill Development Courses and implement the activities of the newly introduced practical courses. • To exhibit the clarity of the mechanism of conducting the Practical for skill development courses, student handbook was designed and circulated to all the stakeholders. • The planning began with the Subject allotment on a rotation basis of seniority in odd semesters and newly joined in the even semester followed by preparation of the Lesson Plans containing the expected date of completion of Syllabus Chapter wise, learning outcome and Pedagogy used. • The faculties maintain a work diary to record the classes and same is monitored every week by the Departmental Heads and the Principal. • The Course Review Committee meeting is convened every semester with the Principal as Chairman and the few other faculties nominated in the Committee, student class representatives deliberate on the completion of the syllabus, The Committee maps the syllabus progress with the triangle inputs of Lesson Plan, Work Diaries and the responses from the Students, a follow up is undertaken by the Heads of the Department in presence of the Principal and concerned faculty. • The Institution conducted various curriculum enrichment programs to acclimatize students with the objective behind learning a particular subject, • An orientation program was hosted on the newly introduced syllabus to train the faculties of the parent university. • The institution encouraged faculties to participate in the workshop that were organized by other institutions to understand the changes in the criteria of evaluation and assessment of newly introduced subjects. • With the onset of pandemic Covid-19, the even semester classes had to be concluded completely on online mode. • The working methodology of online classes was briefed by Principal to all the faculty members. • Timetable committee of the college prepared the timetable, uploaded it on WhatsApp official group to the faculties and college app I POMO which could be viewed by students. • The faculties engaged classes as per schedule and prepared the material either in PDF, Photograph or video they were teaching and upload in the same app. • At the end of the day, reports were shared with the Principal by the service provider informing the classes engaged and material shared. • This initiative was designed with complete transparency, evaluated in a very systematic manner to ensure that there is no academic loss. • The students had the option either to view the live video or to download the video, on completion of each class; the recorded would be notified to the students in their app. • The students had the facility of Communicating with the faculties using the ask column facility in the app. Further all the materials, notes and videos

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
SAP	Nil	12/09/2019	40	Employability	Nil
DIGITAL MARKETING	Nil	03/03/2020	30	Entrepreneurship	Nil

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 !!!		
View File		

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	08/07/2019
BBA	Finance Human Resource	08/07/2019

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

	Certificate	Diploma Course
Number of Students	106	Nil

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Communication Skills	03/07/2019	302
Advanced Tally and Personal Grooming	08/01/2020	303
SAP(FICO)	03/07/2019	286
Advanced EXCEL	08/01/2020	302
Pre Placement Training	03/07/2019	303
Digital Marketing	08/01/2020	286
No file uploaded.		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
No Data Entered/Not Applicable !!!		
View File		

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
<ul style="list-style-type: none"> The institution has built a strong mechanism for taking the feedback from the various stakeholders. The college conducts different value added programs, certificate programs and training programs to the students. 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 structured feedbacks are taken from the students and communicated to the Service providers by Internal Quality Assurance Cell. The

continuation of the program and service providers is based on the responses of feedback received, the IQAC, Committee and the Principal jointly plan for the subsequent years. • College has a registered Alumni Association through which it conducts various activities to the students and obtain the feedback from the alumni on various activities basically concentrating on the best available new courses that can be added on as certificate course as per the requirement of the industry. The feedback from the alumni is obtained to study the gap analysis from their college days to employment days which could be filled up to the current batches. • Parents being the prime stakeholders are regularly met by college through a committee called Parents Relation Centre, feedback from parents is collected in a structured way and taken during the meeting. Suggestions given by the parents are viewed seriously and subsequently discussed in the meetings and implemented in due course of action. the information relating to the various certificate courses that are offered at the institution is communicated to all the parents as per the feedback received. • Robust Placements are undertaken at the trust level obtaining the feedback from the employers is done in structured format, the inputs given by the employees are viewed in designing the subsequent years value-added programs curriculum which are conducted at the institutional level, the curriculum for the value added programs are designed in the meeting chaired by the Principal with the feedback given by the employers during the interview process. • Teachers provide the structured feedback on the Principal, Feedback relating to the curriculum obtained from the teachers in an unstructured manner in the departmental meetings which are communicated to the University by those faculties who are a part of the Board of Studies. • The college has a comprehensive feedback mechanism collected either in structured or unstructured format, each event that is conducted at the college including workshops, curriculum enrichments, Parents' teachers meeting, Seminars, Webinars and the infrastructure facilities feedbacks are taken and communicated in order to ensure that the quality is not compromised at any point of time in the day to day working. The resource persons who are invited to the college are also shared with the feedback collected from the students to ensure transparency and inputs.

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	418	236
BBA	Finance Human Resource	120	95	66

[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
2019	891	Nil	28	Nil	Nil

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
28	28	68	17	Nil	3

[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)

It is the strong belief of the Institution, that providing a reliable and comprehensive support system to motivate students is essential for the holistic development of students. So, a robust mentoring system has been introduced for enabling the overall assessment of the learners' performance and providing inclusive space for the growth and development. The objectives of mentoring system of the institution are to develop a healthy relationship between students and teachers, to support students to improve their ability to articulate and formulate plans to actively pursue and achieve their academic and career goals and instill a sense of social responsibility in them, to identify the special talents and skill, to provide continuous motivation and cultivate a healthy learning environment in the institution and to enable positive communication channels among principal, parents, staff and students. The mentoring system of the institution has the following mechanism for the effective implementation and smooth functioning by keeping in mind the objectives Mentors list is prepared by the head of the commerce and management department at the beginning of the academic year to give personalized attention to the students. Each mentor is assigned with 30 to 32 students to be mentored. Regular Mentor – Mentee meeting is conducted to provide Academic, Personal and Career Counseling. 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. Mentoring files are maintained for every student which records personal profile and details of Academic Performance.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
891	28	1:32

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
28	28	Nil	Nil	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
2019	Pramod A V	Associate Professor	Certificate of Appreciation for Excellent Support as College Coordinator for COMEX 2019, from Indian Commerce Association Uttam Chordia Charitable

			Trust
2019	Lt. R Chikka Rangaswamy	Director	Certificate of Appreciation by Vice Chancellor and Director of Physical Education, Bengaluru Central University, Bengaluru in recognition of his administration and organisation success and excellence in smooth conduct of South Zone Inter University H
2020	Sindhu U Jadhav	Assistant Professor	Felicitated and Awarded as Natiya Soma Devi from Ministry of Culture and Fine Arts, Siem Reap, Cambodia
View File			

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	C26	VI Semester	10/10/2020	02/11/2020
BCom	C41	VI Semester	12/10/2020	17/11/2020
No file uploaded.				

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

A constant effort has been made in assessing the performance of students at various levels before finalizing the Internal Assessment Marks based on the guidelines of evaluation set by the Examination Committee and Bengaluru Central University. A total of 30 Internal Marks of each subject are allotted to student based on the Attendance, Assignment and Performance in Two Tests conducted during each semester and total of 50 marks are also allotted for participation in Extra-curricular and Co-curricular activities. Due to COVID - 19 Pandemic and lockdown we enforced the second round of Internal Assessment Test as Online Open Book Examination. In pursuant to the order of the UGC Open Book Online Examinations was conducted with very clearly defined structure for both students and staff. College also adopts Invigilator Free Rooms for selected students of final year to test the uprightness, modesty of students. Open Book Test for all the second year students to cultivate the habit of reading reference book, hence enhancing their reading skills. Faculties are instructed to give indirect questions to improve the capacity of students to answer these types of questions. Open Question System is followed where in set of questions are displayed in class room before a week of commencement of the examination for students to understand, analyze and learn the concepts and the

faculties are instructed to set the papers according to university standards. This system is followed for practical subjects where the marks scored by students are less to boost their confidence levels

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

The college has followed a transparent, systematic and properly documented mechanism to prepare academic calendar and in adhering to the same as follows: Before commencement of each semester Staff Secretary prepared calendar of events as per university calendar of events and plan of action submitted by conveners of respective forums. First the schedule of Two Tests is finalized by the Examination Committee and all other activities are planned accordingly. Major events like date of Commencement of Class, Last Working Day, Two Tests and University Exams along with various other activities are reflected in the academic calendar and are published in the college website. The minor changes in dates of activities due to external factors are communicated well in advance to the staff and students. To ensure effective implementation of the curriculum, Lesson plan in the prescribed format is prepared and submitted to the Head of the departments for verification and approval and work diary is maintained and submitted to the Head of the Departments and Principal every Saturday for verification. Course Review Committee conducted Meeting to take feedback of student representatives on timely completion of syllabus and its effectiveness, accordingly extra and remedial classes are planned and conducted to facilitate students to perform well and to attain outcomes. At the end of each semester the forum conveners made power point presentation on activities conducted, which is monitored and scrutinized by Internal Compliance Cell and Principal. In case of any discrepancy is found, appropriate measure is taken by the Principal.

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
C26	BBA	Finance Human Resource	61	43	71.67
C41	BCom	Accounts Finance	223	205	91.93
C26	BBA	Finance Human Resource	61	51	83.61
C41	BCom	Accounts Finance	225	207	93.24

No file uploaded.

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)

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
International Projects	2	UNICEF/State NSS Cell Government of Karnataka	9900	9900

[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
Industrial Visit for I BBA students to UNIBIC Jindal Nature club	Tour and Hospitality	09/04/2019
A talk on National Pension Scheme	Drishti- Faculty Development Forum	08/06/2019
Orientation on Certificate courses- NICT, Computer Training	Aikya- Centre for Career Development	29/07/2019
Compliance requirements as per Corporate Law 2013	Aikya- Centre for Career Development	14/09/2019
Orientation on NSS UNICEF project	NSS	01/10/2020
Industrial Visit to II BBA to TVS Industry	Tour and Hospitality	16/10/2019
Orientation on Live stock Trading	Aikya- Centre for Career Development	23/10/2019
Orientation on GST	Aikya- Centre for Career Development	29/01/2020
FDP on Tax Saving	Drishti- Faculty Development Forum	06/02/2020
Career counseling in association with ICAI	Aikya- Centre for Career Development	10/03/2020

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
Tally Aptitude Test	Omkar A Mahale	NICT Computer Education	02/12/2019	1st Position
Tally Aptitude Test	S Swathi	NICT Computer Education	02/12/2019	2nd Position
Tally Aptitude Test	Varun SN	NICT Computer Education	02/12/2019	3rd Position

No file uploaded.

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 !!!					
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	2500

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

Name of the Department	Number of PhD's Awarded
0	Null

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)
No Data Entered/Not Applicable !!!			
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
No Data Entered/Not Applicable !!!	
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
0	0	0	Null	Null	Null	Null
No file uploaded.						

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 !!!						
No file uploaded.						

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	4	28	1	15

Presented papers	6	6	1	Nil
Resource persons	Nil	1	1	Nil
No file uploaded.				

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
No Data Entered/Not Applicable !!!			
View File			

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
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
No Data Entered/Not Applicable !!!			
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	24/08/2019	24/08/2020	Faculties of SICM

		Road Bangalore 560076			
Training Program	On-the-job training	Fidelity-National Financial (FNF), Cessna business park Bengaluru-560103	14/10/2019	15/11/2019	Faculty of SICM
Certificate Course	Internship	Internshala	01/07/2019	30/06/2020	4 Students
Training program	On the job training	TATA Consultancy Services	25/11/2019	29/11/2019	3 Faculties
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
No Data Entered/Not Applicable !!!			
View File			

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
630000	381920

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
Easylib	Fully	4.2.00	2010

4.2.2 – Library Services

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

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 !!!			
No file uploaded.			

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	105	1	2	2	0	0	0	100	2
Added	0	0	0	0	0	0	0	0	0
Total	105	1	2	2	0	0	0	100	2

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

100 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
4830000	5325379	515000	326960

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)

The institution maintains Cleanliness at the campus and this is out-sourced to 'MATRU Agency'. Security services are availed from SPS Agency Students may use the facilities that are available by documenting their information in the relevant registers held at relevant locations such as laboratories, computer centres, sports centres, etc., typically maintained by the class representatives in the classrooms. Stock registers are managed by the Office Assistant in the College and computer software maintenance is performed by the computer programme At the end of the academic year, stock verification is carried out by the faculty in all the departments and a report on the same is sent to the Wing administration. Before the beginning of the semester, the office superintendent takes care of major / minor maintenance jobs. 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/ equipments. 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. On the 4th and 5th floors, ample amounts of hot and cold water are contained in water filters. The Institution has contracts with different firms that will be renewed by the Principal every year to ensure infrastructure maintenance. ? 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 M/s HanPure technologies. ? Maintenance of electricity, plumbing, carpentry and other civil related works is centralised 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. ? Maintenance of lift is done by service provider Johnson Lifts Escalators. 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
Financial Support from institution	Nill	Nill	Nill
Financial Support from Other Sources			
a) National	Nill	Nill	Nill
b) International	Nill	Nill	Nill

[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
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
20	20	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
No Data Entered/Not Applicable !!!	
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)

We possess a structured student council which works in a methodical procedure with a well-planned hierarchy. The students possessing extraordinary skill sets are nurtured by selecting them as student representatives for various committees at our institution. The selected students are appointed as student coordinators for various committees. They get an opportunity to work with conveners and co-conveners in brainstorming and generation of new innovative ideas. Student coordinators are involved in meetings and suggestions given by

them will be considered in taking decisions with regards to various committees at institutional level. 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. The Student coordinators not only train themselves but they are directed in training their subordinates which leads in knowledge sharing and team building process in order to build a structured success plan for the next upcoming student coordinators. Academic Involvement: One among the best practices is nominating student representatives on the basis of their extraordinary performance and participation in class. The students having excellent communication skills and leadership traits are nominated for representative position. These nominated students are elected 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 student body works in a structured form as students themselves represent voluntarily 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, , Collecting Relief funds for floods and afforestation scheme like Cauvery Calling , UNICEF Camp project conducting surveys and minor research projects, participating actively in Inter-Collegiate Fests and Language competitions.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

Yes, college has a registered Alumni association working in the name of Nexus, registered under Karnataka Societies Registration Act, 1960 on 29th June 2020. The hierarchy of the Alumni association includes the President, Vice President, General Secretary, Joint Secretary, treasurer and 5 Student Alumni Members. Association operates with the Separate website www.nexussicm.com The Alumni association of the college works for the holistic development of the institution by providing financial and non-financial assistance in several ways. It strives to keep the Alumni and the existing students in pace by conducting Alumni Student knowledge exchange programmes like professional lectures, training programmes, conferences and career counselling for present students. All the graduating students are deemed to be a part of Alumni association. The college conducts various activities to keep in contact with all the alumni students in many ways i.e., Alumni Meetings, Sports meet and also by inviting alumni members as judges and resource persons for many other activities which are conducted in the college from various committees. The alumni students of the college also assist in providing references for placements to various companies. Some of the Alumni's who are placed, are identified and invited for a Career Talk to the students by sharing their professional and personal experiences. The alumni meet brings alumni, existing students and staff under one platform. The college has 2080 students from B.Com and 971 students from BBA/BBM disciplines as an enrolled student member in Alumni association. Annual meetings are conducted and various information

related to the college is shared with them. If any suggestions, feedback and ideas regarding the college and other activities are always welcome. The financial contributions made by the alumni members will be used for funding of admission fees of economically weaker and needy students, identified by the members of alumni association

5.4.2 – No. of enrolled Alumni:

3051

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

18500

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 regularly organizes various programs wherein we follow participative management and decentralization. Two such initiatives from the academic year 19-20 are as follows: 1. Inter Collegiate Fest -Samsrushti-19-20: The college organized an inter collegiate fest from the department of Commerce and Management and the department of all languages Kannada, English, Hindi and Sanskrit. The Department of commerce and management hosted activities like Best manager, Product Launch and budget analysis which tested the managerial skills of the students .Department of Languages hosted events like Debate, creative writing ,anchoring skills, Geetha chanting. The noteworthy factor of this event was the involvement of alumini who were invited as the Guest, judges for the various events. The event saw a good participation from various participating colleges with a media exposure. 2. Erudite-19-20 - The IQAC cell of college suggested to organize a multidisciplinary national conference which was before hosted only by commerce and management department. From this academic year 2019-20, the language departments Kannada, English, Hindi and Sanskrit, department of library and sports too came together to host the conference to make it multi-dimensional. The heads of the participated department will be appointed as organizing secretary to the conference. The institution has a practice of nominating two conveners. The conveners in consultation with all the head of the departments prepare a road map beginning from the framing of brochure to the conduct of the event which is verified and consented by the head of the institution. The conference was a successful event, wherein faculties from various institutions presented papers and the selected papers were published in the conference proceeding with ISBN. Students also presented papers in all departments in the conference. Both the events are organised in a systematic procedure which is as follows: • The semester begins with the staff meeting wherein, Head of the departments, members of all the forums, along with the Principal discuss and frame the calendar of events. • The budget proposal for the above events was sent to the Trust for approval, fifteen days prior to the event. • Once it is approved, the preparation work will be taken up by the organizing committee. • Work allotment will be done and the organising secretary will appoint students coordinator who are an important part of the forum they actively involve themselves from the preparation till the reporting of the event. Students engaged 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 and updated in the website. • These programs were taken

up for discussion at the SWOC analysis at the next staff meeting. • All the faculties took part in analysing the SWOC, they analysed the weak areas to improvise the upcoming events.

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
Admission of Students	<ul style="list-style-type: none"> • Admission process begins with the prospectus preparation and promotional activities • This academic year, the college used QR code entries for the easy data entry. • Every academic year application Forms are revised and updated every academic year. • Merit list is displayed on the notice board as well as Website, after the applications are received. • Every year allotment of seats is carried through Roaster System. • Students are issued the ID card on the day of admission. • The students are counseled about the courses and their benefits and also about the rules and regulation of the college as they appear for the admission.
Industry Interaction / Collaboration	<ul style="list-style-type: none"> • Industrial and field visits are organised for all the students. • Regular Interaction with the Industrial professionals is organised. • Industry interactive program- in house faculties are trained in companies like Fidelity and TCS. These faculties in turn train our students at the campus. • The placement forum organises and orients the students regarding career guidance.
Human Resource Management	<ul style="list-style-type: none"> • The Trust has published a compendium wherein we find the well-defined norms and regulations for managing the Human resource. • The faculties are encouraged to attend various programs to upgrade in their profession. • The Faculty Development forum conducts various programs every month which increases peer learning, activities likes JAM • 14 Peer learning sessions like Google Forms - its usage, MS Excel - tricks and tips/MS Outlook , Referring E-resources ,Participative learning - Innovative way of teaching ,Teaching methodology and mentoring and Discover UGC CARE Journals were conducted to fill the knowledge gap on the topics which would be beneficial. •

3 Webinars series on Effective uses of E-Learning , Strategies to recoup the academic loss due to pandemic COVID 19 and Building resilience during COVID 19 by eminent personalities from respect fields were organized for the faculty to improve skills in the areas of Academics, work life balance and Research. • A program on the theme of Life skills for teachers was also conducted in the academic year. • Faculty manual has been developed by the college to give more insight to the new staff about the institution which has been published in our college website.

Library, ICT and Physical Infrastructure / Instrumentation

• The Library, ICT and physical infrastructure is upgraded regularly, with new additional reference books. The total books are 129 now. Librarian's Day and Book exhibition was hosted by the library department for the academic year. • The lift facility is upgraded and replaced with a new one. Infrastructure amenities are well maintained annually through the AMC's taken for the various facilities.

Research and Development

• IQAC of the college initiated a concept of research hour where the teachers had to dedicate 16 hours per semester for research, which was meticulously recorded and a report was prepared by library department, resulting to which many faculties published paper in UGC-care listed journals for the first time. • The Faculties were encouraged to publish and present papers, take up minor research projects. Financial support for the same is provided by the management. • A workshop on Research Methodology titled "Stepping the research ladder with analytics using SPSS was conducted. • Students have taken up minor research projects with financial assistance from the management and have won appreciations. • Seshadripuram Research Foundation regularly conducts research oriented workshops. • Students from BBA stream are provided guidance to take up research work.

Examination and Evaluation

• Exam committee initiated an open book exam system and Invigilator Free room, which received a positive appreciation from the students. Open Question paper mode was also introduced

where in multiple questions were provided before the test out of which they would attempt question paper which was framed on the basis of question given earlier. During lockdown the committee conducted Online open book examination. • For the non- core subjects, online exams were conducted in association with the software I POMO Communications India Private Limited. • Skill development assignments are given to the students. • An internal board of studies is formed to check and verify the question papers. • Some of our faculties are members of BOE at the university.

Teaching and Learning

• This pandemic was a transition period to educational institution, all the stake holders had to adapt to technology to meet the requirements of virtual classrooms. • We had strategized the issues and came up with own online platform through ipomo services which helped in customisation of teaching learning process. • Our's was a prime institution which took up such an initiative which was appreciated by all the stake holders. • As lot of trial and error had happened during lock down time .Once the faculties were allowed to come back to campus the IQAC and Dristhi faculty development programme cell of the college organised peer learning sessions for teaching faculties to train and update themselves on preparation and process of conducting virtual classes. • Result of which teachers were able to adapt to different platforms to reach students and make learning process still easier. • To provide a practical exposure students are encouraged to prepare business models and exhibit them in business lab for demonstration. • The college collects the feedback on faculty performance through ipomo software and is communicated to faculties for further action.

Curriculum Development

• The College is affiliated to Bengaluru City University, follows its prescribed curriculum. • In the Academic Year 2019-20 the University introduced Skill Based Development Courses which would improve the practical exposure to the students. To supplement this new introduction, the

Department of Commerce took an initiative of designing a handbook for the Skill Based Development Course for BBA /B. Com. The Department also conducted a workshop to orient faculties of different colleges about the newly introduced Skill Based Development Course this initiative was highly recognized by the University. The Handbook was published in college website and was circulated among all colleges affiliated to Bangalore city university. • Faculties attend all the orientation and curriculum enrichment activities conducted by university and other institutions. • There is a course review committee in college which takes care of syllabus completion.

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

E-governance area	Details
Planning and Development	NA
Administration	<ul style="list-style-type: none"> • 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
Finance and Accounts	<ul style="list-style-type: none"> • e-governance of finance and accounts implemented through Tally software
Student Admission and Support	<ul style="list-style-type: none"> • Online admission applications are promoted in the website. • QR codes were used to ease the data entry.
Examination	<ul style="list-style-type: none"> • Online Hall-ticket generation. • Uploading of the internal marks to the University. • University examination, A - forms are uploaded online. • Exams results are declared online.

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	Title of the administrative training	From date	To Date	Number of participants (Teaching	Number of participants (non-teaching
------	---------------------------------------	--------------------------------------	-----------	---------	----------------------------------	--------------------------------------

	programme organised for teaching staff	programme organised for non-teaching staff			staff)	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
23	5	8	2

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
<ul style="list-style-type: none"> • Provident Fund • Group insurance • Gratuity • Encashment of Earned Leave • Annual get-together • Paid leave of 15 days • Higher education allowance. • Rs.10000 Fees concession for one child of staff who are working at Seshadripuram Educational institutions. • 180 days of Maternity Leave • 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., 	<ul style="list-style-type: none"> • Group insurance • Gratuity • ESI • Encashment of EL • Annual get-together • 180 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)

Yes Internal Audit: Half Yearly Internal audit is conducted by a team appointed by the management. Mechanism is: • Vouching of receipts payments, Investments and TDS deduction in Tally ERP. • Verification of scholarship disbursement registers. • Preparation and submission of audit reports Queries are handed over to accountant and 15 days' time is provided to reply, if any are ratified in the board meeting. **External Audit:** Accounts, receipts and payments are audited by external auditors M/S. Cherien Mathews and Associates. Every

financial year through the verification of different heads of accounts in Tally ERP and scrutiny of receipts and payments. Receipts and payments is approved after the 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

126800

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	NA	No	NA
Administrative	No	NA	Yes	Internal Audit Team appointed by Trust

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

• General Health checkup was organized for the parents. • 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)

No Data Entered/Not Applicable !!!

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

• MOU with Fidelity. • MOU with Need Base India. • SAP and Digital Marketing certificate course. • MOU with Internshala • Membership with IIMB • MOU with Milestone Academy.

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 !!!					

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
Screened the movie 'PADMAN'	20/07/2019	20/07/2019	59	15
Skit competition on gender equality	23/09/2019	23/09/2019	36	17
A session on Gender Equity VS Equality	21/01/2020	21/01/2020	50	20
Awareness session on online sexual harassment.	11/02/2020	11/02/2020	26	8
MANINI 2020 Conference on 'Contribution of Women in Social Transformation' by Ankura-Women Empowerment cell	09/03/2020	09/03/2020	25	10

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

NA

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	2
Provision for lift	Yes	2
Ramp/Rails	Yes	2
Braille Software/facilities	Yes	1
Rest Rooms	No	Nil
Scribes for examination	Yes	1
Special skill development for differently abled students	No	Nil
Any other similar	Yes	2

facility

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	1	1	24/08/2019	1	Since the college is located at the prime location with many major and minor shops around, NSS Unit created awareness to 'Discard Plastic' to all the street sellers and shop owners around the locality.	Distributed Handmade Paper bags to replace	100
2019	1	1	07/10/2020	1	Our college took an initiative of conducting VIVA-VOCE for III year BBA as per the guidance of Bangalore University. The university provided this oppo	Many other colleges were tagged which are located nearby	197

rtunity with a prime reason of accessible location to many other participatory colleges

[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)
A Handbook for BSDC practical Skills	19/09/2019	This handbook is a special initiative taken by our college to provide detailed instructions to the students with regard to the university practical examination.
A Handbooks for Teachers	30/06/2020	This Handbook attributes the complete roles and responsibilities of the teacher.
A Handbooks for Students	30/06/2020	A handbook which was published with a vision to inform and instruct students about their part in the college. This book enlisted all the important instructions to the students with respect to discipline and curriculum.

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)

• Paper recycling MOU with ITC

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice -1 1. Title of the Practice "Research Hour for the betterment of the Faculty" 2. Goal With a view to brace the cause that every teacher does in their profession and to provide a further platform for their betterment in their teaching level, our college has devised research hour to all the faculty members, wherein teacher would rest all their effort for learning through

research in the specific hour. As per the current trend in teaching, research has been one of the key requirements for a teacher. In order to match up to the current trend in teaching, every teacher is now given a wide open extra space for themselves to extend their process of learning through 'Research Hour'. 3. The Context Our college is equipped with highly intense and focused faculties, where majority of the teaching fraternity belong to the age group of less than 40 years. This actually opens the shutter to the college to devise the research hour in order to provide a sublime opportunity for every teacher which will actually help them to channelize their knowledge in a much systematic manner.

When a specific hour is rested for the research apart from their regular curriculum teaching, will widen their wisdom for rest of their career in constant teaching, learning and evaluating process. 4. The Practice The process of research hour to teaching faculty works in a mandatory mode, wherein every teacher will spend an hour to organise themselves for the research using many different tools. A specific hour will be allotted in a week to the each faculty with their regular curriculum class time table. Eventually, the teacher will record the topic and source for the research undertaken during the hour. 5.

Evidence of Success Research hour has been notably successful in motivating the teachers to write papers and publish them at the various levels. Many faculties

have published and presented papers at the National and International conferences, where some of them have even won the best paper award. One of our faculties has even published under the Scopus indexed journals. Research hour also extends the space for the faculties to provide qualitative references during their classroom lectures to inculcate a quality education in a student.

6. Problems Encountered and Resources Required a. Problems Encountered: 1.

Research Mind set: Gaining a research mood and mind set at the specific time for research can be sometimes challenging. 2. Specific time slot: Undertaking the research at the specific timeslot allotted in the time table along with routine work of delivering lectures in the class as per the regular timetable and also completing other forum and administrative works during their stay at the college, is another challenge for a researcher. b. Resources Required:

Researcher is given complete freedom to utilise any of the resources available within the campus like: • Computers with internet access individually provided to every faculty in the staff room. • Books, newspapers, magazines and journals available in the library. 7. Notes (optional) With a special note, some of the problems encountered as mentioned above are already brought to the notice of the concerned committee with some of the suggestions and the changes are expected to be implemented from the commencement of the new academic year

2020-21. Best Practice -2 1. Title of the Practice "Teaching Online via IPOMO BIMBA app during lockdown" 2. Goal In pursuant of the order from the University Grants Commission (UGC) to conduct online classes during the lockdown using the online platforms available publicly led to the quick reaction on the part of the institution who contacted the service providers to create the platform for the online classes. The online classes were launched with data security of the classes and the materials uploaded as the servers were managed by the service providers and was shared only with the Management. This initiative was undertaken with certain objectives like a) to ensure no academic loss to the stakeholders during lockdown b) to keep them completely engaged so that students do not get lethargic during lockdown and keep them uplifted during lockdown and c) to give them an insight about the working mechanism of digital classes which they have not gone through before. 3. The Context Due to unforeseen exigencies of Covid-19 Pandemic there is a substantial loss in the academic schedule carried out during the academic year 2019-20. The management of our college initiated the online classes in association with IPOMO Solutions

Private Ltd who created an online teaching mobile app to ensure proper monitoring and it is a private mobile app exclusively designed specifically to the students of our college where the facility of downloading the class video was also extended to the students, only under the circumstances if they had

missed the regular online class hours. The institution has taken sufficient measures to provide the online classes to the students uninterruptedly, in order to ensure that they do not lose any of the academic flow and synopsis. 4.

The Practice The launch of the online classes was done with the proper meticulous planning. Discipline procedure was followed on a day to day basis wherein, the timetable for online classes was prepared and uploaded it in WhatsApp official group of the faculties. The faculty had to engage the class as per the schedule and it was mandatory for them even to prepare the material that they were teaching and upload it to the same app which was used for online teaching, the materials could have been uploaded either in the form of PDF document or video or scanned photograph. At the end of the day the reports were generated and sent to the Principal by the service providers clearly informing the number of faculties engaging the classes and number of materials uploaded in the app. 5. Evidence of Success The major evidence found when students provided a valuable feedback about using the exclusive app for teaching online.

Meanwhile, entire teaching fraternity saw a huge transformation from traditional lecture method to online teaching mode. Online classes have provided a greater opportunity to all the teachers to upgrade themselves with technology. 6. a. Resources Required ? Desktop computer, laptop or a smart phone with a webcam intact and high speed internet connection is required b. Problems Encountered • Network issue • Customization of the app due to lockdown was a challenging

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

Initiating the Handbook for the Business Skill Development Course Business Skill Development Course is an innovative initiative undertaken by Bengaluru Central University to inculcate the culture of practical application of the theoretical learning aspirants of B.Com. Since, the university has made the course mandatory to all the B.Com students as a part of their curriculum, Seshadripuram Institute of Commerce and Management has taken a great initiative to design a hand book which contains all the guidance required to help the students of both B.Com and BBA stream. It is for the first time a handbook is designed by an affiliated college to Bengaluru Central University to incorporate all the necessary guidance to the students in undertaking business skill development course. Bengaluru Central University mechanised a specific system to conduct the practical skills oriented learning through BSDC. Meanwhile, university released certain guidelines to all the affiliated colleges which consisted of the main highlights stating that a thorough training to be provided to all the commerce teaching faculties. As per the guidelines of the university, college IQAC in association with Bengaluru Central provided training through orientation, which endorsed them to get familiar with the entire procedure. In turn, there was an utter requirement of guiding the students with complete process of attending the skill development course. Few of the training sessions would not have been sufficient enough to provide entire process, hence it was then the college forged ahead with the distinctive idea of initiating and designing a handbook to the students triggered. Handbook consists of a checklist for students which they need to exercise during their complete rendition of the skill development course. A Detailed information regarding the university prescribed concepts for each semester of all the three years of B.Com and BBA stream which students will have to undertake and further prepare a report on the same. The handbook is

diligently designed to train the students thoroughly regarding their entire course work and with a special focus of the preparation of project report. Instructions to prepare the project report with its certain required technical specifications like page, font, paragraph, along with formats of all the initial pages to be engrossed with its specifications. These clear reference points stating all the required specifications have been certainly a great guidance point to produce a neat and well defined project report, which also avoids confusions in students. Every minor detail that a student may require is provided to assist them for the best outcome of a project report. The idea of designing a handbook for students' assistance has been one of the unique initiatives and first of its kind by any college amongst all the affiliated colleges of Bengaluru Central University. This exclusive initiative is highly appreciated and encouraged by our management as well as Bengaluru Central University.

Provide the weblink of the institution

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

8.Future Plans of Actions for Next Academic Year

The following are the Perspective plans for the next Academic year to strengthen Academics:

- Conduct faculty development programs which would empower the teachers to take up blended teaching.
- To organise Research methodology related lecture series to boost the research culture.
- To organise paper presentations for the students community on value based themes.
- To organise webinars on various subjects to educate students as well as faculty.
- To organise syllabus orientation workshops related to the all the departments- Commerce and Management, English, Kannada, Hindi and Sanskrit which is of significant importance for the teaching fraternity development.
- To organise Curriculum Enrichment programs from all the departments beneficial to the student community.
- To orient students as well as faculty the utility of the PSDC skill books designed by the institution.
- To organize expertise talks to the Students on Entrepreneurs' skills, this would help them in writing their projects.
- To arrange Zeal talks from the Management forum to enrich the student's exposure to the Alumni entrepreneurs'. Community Services:
- Through the Community Engagement forums like NSS and YRC the institution plans for programs like awareness programs on the prevalent pandemic, its prevention, vaccination drives for the students, alumni and parents.
- To initiate minor projects in association with UNICEF for the students.
- From the Eco-mitra forum, the institution plans to have an MOU with the C- Step. Alumni Association:
- The institution has a plan to register it under Karnataka Societies Act, 1960 with a title "NEXUS ALUMNI ASSOCIATION".
- To create a website which should have access to all who are placed over the seas to outreach them.
- To felicitate Alumni Entrepreneur Achievers during the annual alumni meet. Statutory cells:
- To arrange awareness programs on Sexual harassment issues/anti-ragging/ women empowerment/ human rights/gender equity and sensitization. Library and Information Centre:
- To organize interactive programs for students.
- To host library book exhibitions.
- To organise webinars on research methodology. Department of Physical Education:
- To organize All India level competitions like open category for Air Rifle and Pistol Shooting.
- To organize workshops/webinars on creating awareness on Health and Wellness.