



YEARLY STATUS REPORT - 2020-2021

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 its own campus?	Yes
• Phone no./Alternate phone no.	080-22955382
• Mobile No:	9036957321
• Registered e-mail	smilesicm@gmail.com
• Alternate e-mail	infosicm@gmail.com
• Address	#40, Girls. School Street, Seshadripuram
• City/Town	Bangalore
• State/UT	Karnataka
• Pin Code	560020
2.Institutional status	
• Type of Institution	Co-education
• Location	Urban
• Financial Status	Self-financing

• Name of the Affiliating University	Bengaluru City University				
• Name of the IQAC Coordinator	Associate prof. Amar H A				
• Phone No.	080-22955382				
• Alternate phone No.	9741675840				
• Mobile	9008111007				
• IQAC e-mail address	sicmiqac@gmail.com				
• Alternate e-mail address	amarmcom@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year))	https://www.sicm.edu.in/downloads/AQAR-2019-20.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.sicm.edu.in/downloads/calender-of-events-2020-21.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.18	2019	08/02/2019	07/02/2024
6.Date of Establishment of IQAC			12/06/2012		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
NIL	NIL	NIL	NIL	NIL	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			View File		
9.No. of IQAC meetings held during the year			2		

<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded	
10. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> If yes, mention the amount 		
11. Significant contributions made by IQAC during the current year (maximum five bullets)		
<p>? Streamlined the hybrid learning system with strengthening the IT infrastructure at the institution level. Designed a well-defined process to suit documentation under hybrid mode of working in implementation of curriculum. ? Initiated various faculty development programs to induce Research culture among Faculty and Students and also inclusion and initiation of certificate courses to add value to the university prescribed curriculum. MOU's with the respective service providers. ? Strengthened valued based education system through creating new MOU's for community engagement activities. ? Created a safe, secure learning campus environment with strict adherence to Covid protocols. Vaccination drives organized at campus both for faculty and students. ? Created the Board of Studies wherever autonomy is provided by the university in formulation of the syllabus through well-defined nomenclature.</p>		
12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year		
Plan of Action	Achievements/Outcomes	
Organising Multi Disciplinary National Conference/Webinars	>Erudite-Two Days Virtual Multi Disciplinary National Conference 'on- Operational Re-structuring in Educational Institutions with the Advent of online pedagogy Futuristic Approach to Teaching English Language under re-framed module of teaching pedagogy (English) Innovative avenues for	

	<p>present and future education in kannada language(Kannada) New approach to sanskrit teaching pedagogy in the changed scenario(Sanskrit) >New approach to Hindi teaching pedagogy during the pandamic situation(Hindi) A webinar on information search skills (Library) a webinar on scholarly publishing and preparation of synopsis for Ph.d (Library)</p>
<p>Promoting Women Empowerment</p>	<p>>A webinar on gender sensitization & Gender Equality >E-Poster making competition on Human traffic and Girl child Abuse >Paper presentation competition on challenges faced by Trans genders in the society >A session on Menstrual Health and Hygiene</p>
<p>Offering Value addition certified courses/Programs</p>	<p>>A webinar on Enhancing Hybird interview skills >A webinar on Investors awarness program >Psychometric Analysis test was conducted to 1st year students to understand themselves and their capabilities, how VAP sessions are beneficial to them >Orientation Session on skill based certificate programs in association with IBM, India Webinar on career opportunities in secondary markets >Entrepreneur talk on the preparation of Business plan >Webinar on practical applications in operational risk management >A session on Banking competitive examinations classes</p>
<p>Strengthening Community Engagement</p>	<p>Awareness session on Cyber Crime and Security An awarness talk on online Harrassment and its prevention A national level</p>

webinar on advantages and carrier opportunities in shooting sport Constitution day celebration National youth day celebration - '' my health is my responsibility'' A workshop on personal hygiene for youth International yoga day celebrations Celebration of kargil vijay diwas Ready Study Go - analysis and improve focus to reach goal in students and parents Concentration Driving aim- practice with Bow and Arrows through archery sports Tree plantation program Sports and its benefits to the students AIDS awarness program with exhibition of posters Mega voluntary blood donation camp A awarness talk on adolesent drug abuse Public awarness on protecting pregnant women and infants from Covid-19 To create awarness about blood donation during pandemic An awarness talk on safe snake handling A session on India's transition towards electric mobility and its impact o environment to safeguard the health of the students and their neighbourhood (free covid-19 Test) legal implications for violation of environment Act

Entrepreneurial Skills among students

zeal talk series by alumni entrepreneurs A webinar on corporate day A session on Intro to crypto currency The best manager 2020 was organised, to induce the habit of attending online interviews and group discussions. A webinar on carrier opportunities in film industry

13. Whether the AQAR was placed before statutory body?	Yes				
<ul style="list-style-type: none"> Name of the statutory body 					
<table border="1"> <thead> <tr> <th>Name</th> <th>Date of meeting(s)</th> </tr> </thead> <tbody> <tr> <td>Governing Council Body</td> <td>10/09/2020</td> </tr> </tbody> </table>		Name	Date of meeting(s)	Governing Council Body	10/09/2020
Name	Date of meeting(s)				
Governing Council Body	10/09/2020				
14. Whether institutional data submitted to AISHE					
<table border="1"> <thead> <tr> <th>Year</th> <th>Date of Submission</th> </tr> </thead> <tbody> <tr> <td>2019-2020</td> <td>07/02/2020</td> </tr> </tbody> </table>		Year	Date of Submission	2019-2020	07/02/2020
Year	Date of Submission				
2019-2020	07/02/2020				
Extended Profile					
1. Programme					
1.1 Number of courses offered by the institution across all programs during the year	117				
<table border="1"> <thead> <tr> <th>File Description</th> <th>Documents</th> </tr> </thead> <tbody> <tr> <td>Data Template</td> <td style="text-align: center;">View File</td> </tr> </tbody> </table>		File Description	Documents	Data Template	View File
File Description	Documents				
Data Template	View File				
2. Student					
2.1 Number of students during the year	897				
<table border="1"> <thead> <tr> <th>File Description</th> <th>Documents</th> </tr> </thead> <tbody> <tr> <td>Data Template</td> <td style="text-align: center;">View File</td> </tr> </tbody> </table>		File Description	Documents	Data Template	View File
File Description	Documents				
Data Template	View File				
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	50%				
<table border="1"> <thead> <tr> <th>File Description</th> <th>Documents</th> </tr> </thead> <tbody> <tr> <td>Data Template</td> <td style="text-align: center;">View File</td> </tr> </tbody> </table>		File Description	Documents	Data Template	View File
File Description	Documents				
Data Template	View File				

2.3	297
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	27
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	27
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	15+2
Total number of Classrooms and Seminar halls	
4.2	54,03,878
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	70
Total number of computers on campus for academic purposes	
Part B	
CURRICULAR ASPECTS	
1.1 - Curricular Planning and Implementation	
1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process	
Covid-19 necessitated planning for curriculum delivery in hybrid	

mode for 4 year courses due to extension of 2019-20 batches, process for preparation of the lesson plans and work diary to suit both modes was designed, lesson plan was preserved by the Heads of the Department with the work diary monitoring at the end of every week. Course review committee conducted the meetings with student representatives to get updates about the progress of the syllabus to facilitate mapping with work diary and lesson plan to ensure smooth delivery of Curriculum. Recapitulation classes were conducted to the students of final year batch of 2019-20, meeting was conducted with the class representatives to identify their requirement and accordingly the schedule was framed.

Affiliating to Bengaluru City University, autonomy is provided in designing the curriculum of 3rd semester BBA. Institution formulated BOS appointing research committee members followed by finalization by the Head of the Department and the Principal. Curriculum enrichment activities were conducted to the students and faculties of various semesters. Institution deputed faculty members on rotation basis to attend the syllabus orientation organized by different institutions and many faculties represented as Chairperson in guiding faculties in deliverance of Curriculum organized at university level.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

With complete year conducted on hybrid mode, planning started with the receipt of calendar of events from the University, institution arranged for open book online examinations followed by multiple choice questions based assessment with well-defined nomenclature to be adhered by the students, based on which marks was allotted to the students. With attendance being considered as deemed to be present as per the norms of UGC, institution replaced the attendance criteria for evaluation with experiential based activities and assignments for which marks was allotted. Evaluation of Practical Record Book and assessment on that course was carried out with clear cut nomenclature.

With field studies and internships as a part of the curriculum,

institution arranged for industrial visits virtually, evaluation parameters were slightly altered as per the requirements in field study without compromising with the report to be submitted by the students. Constant follow-ups and arrangements to meet the allotted guides were provided in online mode, students were assessed and inputs were given in online mode. Viva voce was conducted in hybrid mode without breaking the prevailing protocols. With Extra-curricular and extension activity as part of the curriculum, webinars were conducted from various committee based on these attendance marks was awarded.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.
Academic council/BoS of Affiliating University
Setting of question papers for UG/PG programs
Design and Development of Curriculum for Add on/ certificate/ Diploma Courses
Assessment /evaluation process of the affiliating University

C. Any 2 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

2

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

16

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

897

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

897

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

With the Stream of Commerce and Management being offered in the

institution, multi-disciplinary approaches is put forward through offering courses to inculcate integrity, diversity and equity as a part of the curriculum to map with trust vision of producing socially responsible citizen, with the motto of eternal learning through societal consciousness. The institute offers mandatory courses on Humanities for four semesters based on the choice from the students through Sanskrit, Kannada, Hindi and English languages to address cross cutting issues in the society. The institute offers Ability Enhancement courses decided based on the courses that are not covered under the their regular disciplines of the program. The college has NSS, NCC, Youth Red Cross wing;. Institution decentralizes activities into various committees like Women empowerment, human rights protection cell, Eco Mitra and Discipline, Anti Ragging Cell and also signed a MOU with C-step, an organization for Environmental Protection, Need based India, a non-government organization catering to the underprivileged students, with whom our students get associated in conducting activities both externally and internally addressing social issues and creating awareness, the college has associations with Gandhi Shanti Pratishtana and Ambedkar Study Centre to embark their thoughts on education and also the social concern.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

6

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

1.3.3 - Number of students undertaking project work/field work/ internships

599

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni

A. All of the above

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	View File

1.4.2 - Feedback process of the Institution may be classified as follows	B. Feedback collected, analyzed and action has been taken
File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.sicm.edu.in/downloads/FOR-WEB-LINK-1.pdf
TEACHING-LEARNING AND EVALUATION	
2.1 - Student Enrollment and Profile	
2.1.1 - Enrolment Number Number of students admitted during the year	
2.1.1.1 - Number of sanctioned seats during the year	
360	
File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File
2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)	
2.1.2.1 - Number of actual students admitted from the reserved categories during the year	
304	
File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File
2.2 - Catering to Student Diversity	
2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners	
Yes, the institution assesses the learning levels of students and also organises programs to enhance their learning abilities. The students are assessed and identified as slow and advanced learners	

mainly based on their performance in the previous qualifying exams, along with that the institution also pays emphasis on continuous monitoring of students performance throughout the course duration in the following ways:

- Participation of students in classroom activities.
- Performance in internal Tests and Class Tests.
- Through interaction with students and observation and feedback from subject teachers and class teachers.

The institution deploys the following strategies to cater to the learning needs of students as follows:

- Students are considered and taken as members of various forums and committees of the college.
- Students are assigned the role as coordinators and volunteers in organizing various events/competitions in the college.
- Additional books and study materials are provided to Advance learners.
- Webinars and Workshops are conducted.
- Value added, certificate courses, field projects, internships, community projects, virtual industrial visits are organized to enhance the knowledge and skills.
- Remedial and revision classes are conducted for slow learners.
- Model and previous years question papers are solved and discussed.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	View File

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
897	27

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem

solving methodologies are used for enhancing learning experiences

The institution focuses on continuous improvement in teaching - learning process and to make it more students centric, the various support systems like well-equipped Class rooms, Audio-visual room, Seminar Hall with LCD projectors and Wi-Fi connection, E-Resources, special reference books, competitive books etc. are provided.

Following are the student centric methods adopted and practiced by the institution.

Experiential Learning:

- Use of audio visual material.
- Power point presentations.
- Virtual Industrial visits.
- Workshop and Webinars.
- Referencing and access to E-learning resources of library.
- Field projects are assigned.
- Continuous and rigorous training from first semester to sixth semester through Value Added Courses which includes pre-placement training, public speaking skills, self-grooming, personality development, holistic development etc.,

Participative Learning:

- Group discussions in class rooms.
- Involvement of students in various programs through various Forums.
- Peer learning and Role plays are used.
- Debate, Extempore Talking and Essay writing competitions are conducted.
- Provided platform for students to be as resource persons in webinars.

Problem Solving Methodologies:

- Case studies are discussed in class rooms.
- Community Internship Projects.
- Practicals for Skill Development Courses.
- Preparation of business plan for start-ups.

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

Keeping in mind the ever changing demands and developments in pedagogical practices in higher education scenario, the institution uses Information and Communication Technology to facilitate and enhance the participation of teachers and students in teaching, learning and evaluation process effectively.

ICT tools and Resources Available:

- Class rooms, Computer Lab, Conference Hall, Audio Visual Room with LCD Projector with speakers, cameras and Wi-Fi and LAN connectivity.
- Academic Management System called Ipomo.
- Library with E-Resources, Computers, Scanner, Printer and Internet Facility.
- Public Address System.
- Staff Room with Computers, Printers and Wi-Fi connectivity.
- Access to INFLIBNET.

E-Resources and Techniques used:

- YouTube Videos, Power Point Presentation in delivering content along with traditional mode of Instruction to engage students effectively.
- Screening of movies followed by discussions and review.
- Online Platforms such as Google Meet and Zoom to conduct Online Classes by teachers and Competitions by various forums and committees of the college.
- Ipomo - Academic Management System to update attendance, Test and Internal Assessment Marks and generate report.
- Class Email-IDs and WhatsApp Groups to share and communicate Materials and Circulars.
- Quiz through Google Forms.
- Webinar on Online Searching Skills and E-Resources.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://www.sicm.edu.in/halls-of-utility

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

27

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	No File Uploaded

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

27

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

01

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

27

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Institution assesses the performance of students at various levels before finalizing the internal assessment marks as per guidelines of evaluation set by examination committee and BCU.

Internal marks of 30 in each subject are allotted on basis of attendance, assignment and 2 test performance conducted each semester and total of 50 marks allotted for participation in extra-curricular and co-curricular activities.

The following is the mechanism:

- Criteria for allotment of internal assessment marks are designed in line with university norms and Pareeksha Examination Committee circulates it among faculty members.
- Evaluation process is also informed to the parents through prospectus and orientation program.
- Examination committee looks after the preparation of time

table for two internal assessment tests and same is communicated through circulars, public address system and displayed on notice board.

- Question papers are set according to university standards and the evaluated answer scripts are given to the students for verification. An internal Board of Examiners is nominated every year which monitors the standard of the question papers set.
- Internal marks are displayed on the notice board for students' verification to maintain transparency as well as university portal before submission. Reasonable time is provided for corrections.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

The institution has examination committee for smooth conduct of internal assessment tests and exams. The committee also works for redressal of grievances related to evaluation both at the college and university level by giving instructions and guidelines based on Bengaluru City University norms to make it time bound and transparent.

The following mechanism is followed:

- Evaluated answer scripts are distributed to the students after internal assessment tests and pre-final examination within stipulated time given by examination committee.
- Written answers are discussed with the students and guidance is provided. Students are also counseled by the subject teachers.
- The internal assessment marks are allotted as per norms and displayed on the notice board.

Any grievances are addressed by the examination committee in consultation with subject teachers, class teachers and principal before finalization and submission of final list to the university

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

Describe Course Outcomes (COs) for all courses and mechanism of communication within a minimum of 200 characters and maximum of 200 words

The institution in accordance with its Vision, Mission, Goals and University specified programme and course objectives has clearly stated the outcomes for all courses and programmes it offers and communicated to teachers and students in the following ways.

To students:

- At the time of admission through interaction.
- In the orientation programme.
- By the respective subject teachers in the classroom.
- Through university syllabus.
- Through website.

To Teachers:

- Orientation by principal and Heads of the departments at the beginning of each semester.
- Through university syllabus.
- Through website.
- Teachers are deputed to attend syllabus orientation workshops organised by university to understand about the course outcomes.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://www.sicm.edu.in/downloads/bcom/courses-outcomes/bcom-courseoutcome-2020-2021.pdf
Upload COs for all courses (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The institution believes in the significance of measuring the outcomes attained by students as a yardstick to measure the effectiveness of its teaching -learning and evaluation process at various levels.

The attainment of POs, PSOs and Cos are measured through the following methods:

- The students' participation in the curricular and Co-curricular activities conducted by various forums is observed throughout the duration of the program.
- Through assignment and activities given by the subject teachers.
- Students' performance in two internal assessment tests, Class Tests are observed and recorded.
- Through placement records and Alumni interaction and records.
- Programme wise results are analyzed after the end semester university examination results are announced.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

283

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<https://www.sicm.edu.in/downloads/ssr/student-satisfaction-survey-2020-21.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

10

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

21

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in

national/ international conference proceedings during the year

17

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Our institution promotes extension activities in and around the neighborhood community for sensitizing students to social issues to achieve their holistic development. The Institution provides the students an opportunity to expand their classroom knowledge into practical experience. The forums like NSS, NCC, YRC , Discipline and Anti ragging cell , Women empowerment cell , Nature club , Ambedkar study center , Gandhi and Vivekananda Adhayana Kendra Cultural and Performing arts , Commerce and Management Forum ,Movie club aims at developing a social responsibility sense among students and an attachment to the community, utilizing their knowledge in finding solutions to community problems, acquire leadership qualities and developing capabilities and skills to meet emergency and natural disasters. During the last academic year, various community related extension activities were organized such as Blood Donation camp, AIDS awareness Programmes, Environmental Awareness Programs Covid Awareness Programs, Swachhata Abhiyan, Vaccination Awareness Programs, Programs on Food and Nutrition.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year**3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year**

8

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	View File

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

34

File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

897

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration**3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year**

3

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year**3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year**

8

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES**4.1 - Physical Facilities**

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The college has sufficient floor area to create a conducive teaching learning environment. The overall infrastructure is sprawling over a area of 42,000 Sq. divided into basement, 4th floor and 5th floor, consisting of 15 ICT enabled audio visual class rooms with web cameras to facilitate the online teaching and learning requirements. The classrooms have been upgraded to accommodate the virtual

classes. Different setups are designed for practical classes as well as theory classes. Uninterrupted LAN connection is available in all classrooms. The college has an equipped business lab/ computer lab for practical learning.

It also has an administration department, staffroom, separate place is also ear marked to maintain UPS zone, Principal Chamber, library and Information centre to issue books and also to cater to the information required as per the requirement of students as well as the staff members.

In the 5th floor there is a pantry, computer lab, audio visual room, IQAC room, cupboards to maintain documents related to NAAC, Housekeeping stuff, ladies lounge, rest rooms for students and staffs, Grievance cell, record room to preserve the old records as per the requirement, water dispenser is available in 4th and 5th floor.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.sicm.edu.in/infrastructure

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The college has a rich infrastructure for providing sports exposure and opportunities to the students. We facilitate the extramural needs of students by providing; sports room (600 Sq. Established in 2005) has a 10 meters shooting range (2010), weightlifting and gym equipment, imported rifles and pistols cycling equipments. Archery beds, table tennis boards as a major indoor sports equipments. We are affiliated to KSRA, BDACA which provides platform to students to reach at national and international levels. College is affiliated to 39KAR NCC battalion. The students have several credits through a thorough training at the campus.

The college conducts lot of cultural activities and encourages students to participate in inter college, inter university and state national cultural competitions. The auditorium (basement) and AV room (5th floor) are provided for these activities. These facilities are utilized according to the need of the program.

The cultural activities are conducted in the ground floor open hall which has a scalable area of 3,600 sq. approximately, it was established in 2005. All other events conducted accordingly.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.sicm.edu.in/sports-facilities

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

17

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

17

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.sicm.edu.in/downloads/FOR-WEB-LINK-2.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

223896

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

The library is a haven for book lovers. We encourage the students to learn beyond the usual textbooks. The library is well stocked with a wide range of reference books; hence we have a large collection of books and national and international journals, newspapers which help in keeping abreast with latest developments in different domains and competitive exams. We are partially using PLV Mycampuz Library Management Software, version 3 from august, 2020 (old software- Easylib LMS). It is tightly integrated with administration module and fee counter module. Since LMS works as part of MyCampuz, there is no need for separate student master since it is directly linked to student admission module. Student eligibility for library access can be easily managed.

The PLV MyCampuz LMS Features are dashboard, book master, Member management, circulation, book reservation, visitor management, reference book management, periodicals, e-resource/public access catalogue, book weeding system, ageing analysis, barcode/QR code System

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://www.sicm.edu.in/library

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

B. Any 3 of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

137758

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

709

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The College updates its IT facilities on a regular basis. The campus is Wi-Fi enabled. The Wi-Fi is connected from three different sources like computer lab, administration wing, and library and information centre and staff room. The internet facility is provided from ACT fiber net service provider (Atria Convergence Technologies

Ltd). The students are provided with the option of using the computers at the library and Information centre to browse and get the data as per the requirements. In every classroom, computer with projectors are installed which can also be used by students to browse and get the necessary information either on the subject or case study analysis as per the requirement.

The service provider updates the bandwidth automatically; the institution is provided with upto 100 Mbps at present which is sufficient enough to browse and download the data file and case study videos.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.3.2 - Number of Computers

104

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

1389891/-

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Students use laboratory, library and sports equipment's after the class hours.

Procedure for library usage:

- Only registered members are allowed to use the library
- Sign the register kept at the checkpoint, while entering the library
- Books are normally issued for 15 days for students and 6 months for faculties except the reference books and journals
- Reader's tickets/library membership ID cards are non-transferable
- Issued books returned after due date attract overdue charges of rupees 2/- per day except faculties
- Librarian can recall any issued book even before the due date
- For using the systems in library students are supposed to sign the register maintained in the library.
- Every year best library user award is given to students and faculties.

Procedure for Laboratory:

- Students can use after the class hours
- Sign the register kept at the checkpoint, while entering the Laboratory/Business lab

Procedure for Sports Department:

- Only registered members are allowed to the sports room
- Sign the register kept at the checkpoint, while entering the sports room

- On an average 20 students visit the sports department.
- Students can use all sports equipments like Archery, Rifle Shooting, weightlifting, gymnasium, table tennis and badminton etc.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefitted by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefitted by scholarships and free ships provided by the Government during the year

93

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefitted by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year

75

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to institutional website	https://www.sicm.edu.in/latest-events
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

897

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

897

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student

A. All of the above

grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

43

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

48

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

0

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

3

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

We possess a structured student council that works in a methodical procedure. Equal opportunity is given to all the students to showcase their leadership skills as student coordinators for various forums. They coordinate with conveners in generation of new ideas. Student coordinators are involved in meetings and suggestions given by them are considered in decision-making towards various committees. They in turn share and delegate the responsibility with other student representatives in the committee.

Academic Involvement: Student class representatives are nominated by the class teachers and they act as liaison officer between students and teachers. They play a major role in course review meetings to discuss the academic related issues.

Co-Curricular: students take active participation in the events conducted by Commerce and Management, Research Forum, Business lab, etc. They also take part in Inter-Collegiate Fests and other competitions. We provide platform to students to become resource persons for internal programs.

Administrative Bodies: The student body works in a structured form as students themselves represent voluntarily in all Extra-curricular activities like Cultural, Sports, NCC, NSS, YRC, Eco-mitra, Gandhi and Vivekananda study centre etc., They take lead role in conducting Blood Donation Camps, have rendered exemplary service during Covid-19 Pandemic as corona warriors/Volunteers.

File Description	Documents
Paste link for additional information	https://www.sicm.edu.in/community-services , https://www.sicm.edu.in/study-centers , https://www.sicm.edu.in/enrichment-activity
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

37

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Yes, college has a registered Alumni association working under the title NEXUS as an association under Karnataka Societies Registration Act, 1960. The college collects life time membership fees from the students along with the first year admission fees. All the admitted students are deemed be a part of Alumni association. The college has 2317 students from B.Com and 1034 students from BBA/BBM disciplines as an enrolled student member in Alumni association.

Association works for the holistic development of the institution by providing financial and non-financial assistance in several ways. Many Alumni have contributed towards the payment of college fees for the needy students at the time of pandemic as well. We organize Alumni - Student knowledge exchange programs like Online talk series on Entrepreneurship which en routes in starting up a new venture. Virtual industrial visit was conducted by alumni entrepreneurs to enrich curriculum knowledge among the students. College felicitated alumni entrepreneur achievers who have created remarkable achievements in their own field.

Annual Alumni meet is conducted on regular basis where circular, co-curricular, extracurricular activities and placement related matters are discussed with the alumni, ideas, suggestions and feedbacks are collected from them.

File Description	Documents
Paste link for additional information	https://www.sicm.edu.in/nexus
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)

D. 1 Lakhs - 3Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Institution is managed by Seshadripuram Educational Trust. The Vision and Mission of college is implemented through effective Governance, Perspective Planning. Governing Council is highest decision making body; the body consists of all the stakeholders which meet quarterly. All stake holders actively participate. Principal has the operational authority who in turn assigns the functional authority among the staff. Principal acts as a catalyst, discusses events, activities organized, and achievements of college, staff and students with Governing Council members. Improvement issues are addressed by council, necessary changes are adopted which ensures healthy work environment. IQAC and Internal Compliance team is responsible work constantly to maintain quality parameters in teaching, learning and evaluation process. IQAC collects feedback from all stakeholders which are used to enhance the quality, it is discussed, and suggestions are implemented.

Faculty plays a vital role in qualitative improvement .They are represented in all the decision making bodies of the institution such as Board of studies, IQAC, Internal compliance committee etc. The Principal is overall in charge, head of departments are responsible for work allotment, assignments, curriculum and administration. Faculty is involved in Curriculum planning, designing for value added programs, add-on courses, certificate courses and evaluation.

File Description	Documents
Paste link for additional information	https://www.sicm.edu.in/governing-council
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The college had organized Erudite-20-21. "The Two-day Virtual Multidisciplinary National Conference". The theme of conference was to focus on teaching pedagogy after the transition in the education system. Measures were taken to record and live stream the learning sessions. The HOD of all the departments were appointed as organizing secretary.

The event followed a systematic procedure as follows:

- The semester began with staff meeting wherein; Head of the departments, with Principal discuss and frame the calendar of events.
- The IQAC appoints the organising convenors for the conduct of conference.
- The HOD have a brain storming session to select themes and sub themes according to prevailing current requirements which are approved by the Principal.
- The budget proposal is sent to the Trust for approval.
- Once approved, preparation begins by conference convenors.
- Students actively participate in paper presentation and are involved from preparation till documentation.
- Alumni students of the college also present papers in the conference
- Every meeting is recorded in the minutes' book.
- A report is prepared, submitted and updated in the website.
- Post conference, the publications were published.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

One of the successfully implemented strategic plans was faculty development programs. The pandemic situation has given rise to many challenges in the field of teaching and learning. To adapt to new technological factors, sessions were organized to overcome technical challenges. 14 such sessions were conducted on various themes like Creation of Google forms- its usage, Poster/Certificate making, Reference from N-List, Nudi software and its usage, MS Excel-tips and tricks, Participative learning, Teaching Methodology and Mentoring, Discover UGC Care Journals, Networking and improving Contacts, Career in sports, Stress Management. Sanskrit shlokas for holistic development, Awareness on NIRF' and Community Service.

The sessions resulted in qualitative outputs providing better results post the sessions. Faculties have shown better performances in areas like technical and research factors. Faculties have adapted and have excelled in their result performances. Speedy work, lesser dependency on other faculties, improvement in self-reliance, improved physical and mental health improved community engagements and so on. The resilience rate has evidently improved in a faculty post these mutual learning sessions. The faculty gained a real time benefit through these sessions which empowered them to upgrade themselves to the need of the day, virtual teaching and evaluation.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	View File

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

Trust has enacted a by-law and has circulated to all the institutions in the form of Compendium. Compendium is the source for reference and all institutional bodies function accordingly to be effective and efficient leading to overall development of the institution.

RECRUITMENT POLICY

Staff Selection Commission headed by Vice President of Trust appoints staff. Staff requirement forwarded to Trust by Principal. Interview dates are announced in newspapers. Principals are also members of Selection Commission. Recruitment of staff happens on basis of minimum criteria set by UGC.

PROMOTIONAL POLICY

Entry level designated as Assistant Professor and under Contract period for a year, and a year probationary. Promoted to designation of Associate Professor after 8 Years of Service; Completion of 11 years of service, as Professor.

SERVICE RULES

Faculties are oriented about service rules, roles and responsibilities, duties as a convener of committees, leaves, code of conduct, increments that can be availed. Faculty Manual of the institution consists this information.

GRIEVANCE REDRESSAL

Institution has grievance redressal mechanism. Parent grievances are dealt by Class Counsellors, Attendance Committee and Principal. Staff grievances are discussed at meetings with Principal. They are sorted out at institutional level. Serious grievances are brought to the notice of Management.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	https://www.sicm.edu.in/about-college
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	A. All of the above
File Description	Documents
ERP (Enterprise Resource Planning)Document	No File Uploaded
Screen shots of user interfaces	View File
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File
6.3 - Faculty Empowerment Strategies	
6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff	
<p>Teaching&Non-teaching</p> <ul style="list-style-type: none"> • Gratuity- Employees on Trust pay scales covered under Group Gratuity Scheme as per the provisions of Gratuity Act. • PF- Employee basic pay exceeding Rs.6500 pm with the ceiling limit of basic pay of Rs.15000, contributed equally by the management. • Encashment of EL- Employees can surrender 5 days of EL, encashment equivalent of leave salary, every calendar year. • "Sneha-Sammilana" - Annual get-together of Seshadripuram Educational Trust staff and felicitation of Retired and PhD holders. • Paid leave of 15 days • 180 days of Maternity Leave • Registration and conveyance charges and Grant of OOD for attending seminars, workshops and FDP's • Special leave facility is given to staff during Covid 19 pandemic. <p>Teaching</p> <ul style="list-style-type: none"> • Group Medi claim insurance covered for staff who are not eligible for ESI. • Higher education allowance of Rs. 3000/- for faculties who have qualified NET/PhD, and Rs.2000/- who have qualified 	

KSET/M.Phil, with the prior condition of publishing paper in UGC-care listed journal by which staff research orientation is enhanced.

- Rs.10000 Fees concession for one child of staff working under the trust
- Financial assistance for Research and minor research projects.

Non-teaching

- Group insurance
- ESI benefits for staff drawing gross salary upto Rs. 15000 pm contribution from employer.

File Description	Documents
Paste link for additional information	https://www.sicm.edu.in/downloads/manuals/faculty-hand-book-final.pdf
Upload any additional information	View File

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

19

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

9

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

15

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

• The performance of the staff will be reviewed once every year by the trust, for which the Head of the institution will send a confidential report on the faculties overall performance to the trust.

• At the institution level feedback of performance of each faculty will be collected by the students and assessed by the IQAC team ,Principal and the head of the Departments who will convey the feedback to the concerned faculty and suggest on the changes or improvements needed.

• The feedback on administrative staff will be collected from final year students on all administrative activities analyzed and communicated to office superintendent for betterment.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Internal audit- Is carried out biannually by a team appointed by Seshadripuram Educational Trust. Mechanism is as follows-

Vouching receipts, payments, investments and TDS deductions in Tally ERP.

Verification of relevant documents and vouchers by keeping statutory government laws, Management and University Rules as basis

Queries and discrepancies handed over to accountant as per audit observations.

Preparation and submission of audit reports.

Advices and suggestions on implementation of new rules and laws.

Monitoring and follow up.

After queries are handed over to the accountant, 15 days' time period is given to provide explanation. Board meeting is conducted to ratify.

External Audit- Accounts, Receipts and Payments are audited by

external auditors once in financial year keeping internal audit report as basis. External auditors for financial year 2020-21 are M/S Cherrian Mathews and Associates. Mechanism as follows-

Vouching receipts, payments, investments and TDS deductions in Tally ERP.

Preparation of Fee Reconciliation Statement.

Verification relevant documents and vouchers keeping statutory government laws, Management and University Rules as basis

Queries and discrepancies handed over to management as per audit observations.

Preparation and submission of audit reports.

Discussing Audit Report in Annual General Meeting

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

5,05,000

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

Sources of income

Fees collected Application forms for admission, Interest received on saving deposits, Donations, Sundry income.

Financial Resources

Annual Budget is prepared taking inputs from IQAC, departments of sports, library and internal committees. Budget of college is prepared for previous year, current year and immediate next year, submitted to management for approval.

Forum conveners, respective faculties prepare operational budget timely to meet expenses regarding payment of honorarium to resource person, reimbursement of paper presentation, conference registration, stationary expenses, committee event expenses etc. Daily sundry expenses are met out of petty cash maintained.

Fee concession given to students who have taken up certificate courses compared to the market price. Financial transactions are controlled by internal and external audit team.

Infrastructural resources

- -Effective utilization of classrooms and work schedule for teaching staff.

ICT enabled classes computer lab with web cam- For conducting lectures, smart classes and webinars. Students attended online placement interviews Certificate courses - conducted after college hours.

Extended library hours- Extended till 2:30 PM and extra books issued to students during examinations.

Indoor Sports and gym - Indoor Badminton and table tennis court is set up in quadrangle and cellar of college. Well-equipped gym facility which can be utilized by students and staff.

Rifle shooting range- Is affiliated to Karnataka State Rifle Association

Human resources-

Optimum workload as per university norms.

Teachers involved in committees and administration work.

Job rotation for teaching and non-teaching staff for skill enhancement.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

- With onset of Covid -19 and its lockdowns, institution strengthened the IT infrastructure so that college functions effectively for hybrid teaching. Classrooms are equipped with systems which were strengthened with LAN connection for online teaching. Different arrangements (positioning of the webcam) for theoretical and practical subjects was made. The faculties made use of innovative ways of teaching. IQAC designed a process to suit documentation under hybrid mode of Teaching and Learning. Teachers maintained an online work dairy with class links.
- IQAC initiated various Certificate Courses which added value to University Curriculum. The college had MOU with IBM which offered various Certificates courses. This MOU with IBM was a Trust imitative which was well planned and executed. Certificate Courses were numerous. Firstly, an Orientation about the same was organised for students to give clarity, its working procedure along with video which demonstrated registration process. Secondly, it was mandatory for second year students to complete minimum one course within stipulated time. A specific mail was created to collect the certificates received. Forum Aikya which handled the process segregated the certificates according to the courses. In total 122 students completed Certificate Courses from IBM and 384 students received badges of appreciation.

File Description	Documents
Paste link for additional information	https://www.sicm.edu.in/video-gallery
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

Course Review committee: To keep a track on completion of syllabus on time, Course Review Committee is formed. It has Principal as Chairman and Head of department along with senior faculty and staff secretary. Class Representatives of all years /classes attend meeting, which is held every semester twice. The advantage is the Head of the institution comes to know whether syllabus completion is on time and matches with lesson plan prepared and any other difficulties' faced by the students regarding academics. After review, analysis is done. The Principal consults faculties who have not completed syllabus. Necessary actions are taken. Other concerns raised by students are taken as grievances and redressed.

Internal Board of studies:

This is another incremental improvement initiative of IQAC. The affiliated university had given a provision to prepare syllabus for Business Skill Development for II year BBA. College has designed a process along with Chairman, IQAC and HOD. Internal Board of studies was nominated. The BOS nominated were assigned the duty of framing syllabus, the Principal reviews and approval is by the Head of the department. Syllabus is prepared with the present day needs of industry requirements.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for

C. Any 2 of the above

improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

File Description	Documents
Paste web link of Annual reports of Institution	https://www.sicm.edu.in/nirf
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

With a vision empower and enrich the tag gender equity, our institution has initiated many programs during the year which focuses mainly on women and her health, social security and empowerment.

ANKURA, the forum for women empowerment organized a webinar on 'Gender Sensitization and Gender Equality' for the students on 15th October 2020 to create awareness the gender issues treated in the society today. Also organized E-Poster Making Competition on the theme of 'Human Trafficking and Girl Child Abuse' on 7th October 2020 to create the awareness on human trafficking and child protection.

To create the awareness about equality and also encourage the students to improve their positive thinking abilities as a social person, a paper presentation Competition on 'Challenges faced by Transgender in the Society' for the students on 30th January 2021. It is in association with Unicharm, India organized a session on Menstrual Health and Hygiene for all the girl students and also for the female faculties on 2nd July 2021. Resource person Ms. Ankita Sukhwai, Executive CSR from Unicharm India spoke and educated about the menstrual cycle and effects of COVID 19 vaccination on menstrual cycle.

File Description	Documents
Annual gender sensitization action plan	https://www.sicm.edu.in/downloads/calender-of-events-2020-21.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

◦ **Solid waste management**

Waste disposal is a necessary part of an integrated system for managing solid waste. As per the rules we are segregating the waste things and items as per the needful and tress less. A separate set of dustbins in all the classrooms, staff room, library, toilet and also in the corridors maintained, collected on the daily basis by a person in-charge only to dump them into a main dumping drums of the college collected eventually by the BBMP laborers. Segregation and maintenance of solid waste disposal system is followed as per the city corporation norms.

◦ **Waste recycling system**

As per the MOU signed by our college trust with ITC company, paper wastes are sent to the ITC company under 'Well Being Out of Waste'

program, initiated paper recycling, where particular amount of waste papers are received from the institutions and in return the fresh rims of A4 sheets are provided for the office use. So the same procedure is followed in our college under the signed MOU. Every year our college has been sending the old newspapers and white used waste papers for the recycling procedures.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	Nil
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. landscaping with trees and plants

E. None of the above

File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

E. None of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

Our institute strives to conduct, organize many events and programs to enlighten and enrich the knowledge towards cultural, regional, linguistic, communal socioeconomic diversities like:

> YRC Wing organized 'Free Covid-19 Vaccination Drive Inauguration'

> 'Youth and Blood Donation Need of the Hour' on creating awareness on Blood Donation during pandemic and support the need of Blood Donation Camp.

> 'An Awareness Talk on Safe Snake Handling' for the students on

> 'Public Awareness on Protecting Pregnant Women and Infants from COVID-19' was organized on create the social and health awareness to the students and to enhance the Government assistance to public by students. 'Mega Voluntary Blood Donation Festival' also in association with NSS unit of the college

> NSS unit on the occasion of 150th anniversary organized 'Two days Special Village Camp' under Swacchata Pakwada-2021 create awareness on cleanliness at Hadonahalli also Fit-India Run program was also organized in the same village.

> 'Masks, Sanitizer, Dustbins distributed on to create awareness on importance and usage of masks, sanitizer and all during the pandemic time.

> 'COVID-19 Free Vaccination Drive of First and Second Dose' to students was organized to create awareness important of vaccination to all. Also organized Webinar on 'Myths and Awareness on COVID-19

Vaccination'.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Ambedkar Study Centre organized Elocution Competition on 'Dr. B R Ambedkar's Thoughts and Speeches' for the students to know more about the importance of 'Federation versus Freedom' and 'Ambedkar's View on Education' Webinar on 'Contemporary Relevance of Ambedkar's Thoughts' to know more about 'constitutional morality to delegitimize traditional religious morality', 'common brotherhood of all Indians'.

Webinar on 'Ambedkar's Vision on Education' To understand the thoughts and works of Dr. B R Ambedkar and also encourage the students to study about Dr. Ambedkar and his vision on education and Indian economy

'Constitution Day' and 'Parinirvan Divas' was celebrated on 11th December 2020 in association with NCC, YRC, and NSS, by Ambedkar Study Centre to create awareness of need of Constitution for a Nation and Preamble to the youth and to know more about our Indian Constitution and fundamental rights and duties as an Indian.

'Sarvodaya Dina' was celebrated on 30th January 2021 paying tribute to those who recognized as Martyrs for the nation.

on occasion of Vivekananda Jayanti shared Youtube lecture series through Google meet from 12th January to 25th January 2021 which were delivered by Dr. Gururaja Karajagi to give insights to students on life and lesson of Swami Vivekananda

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	No File Uploaded

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

B. Any 3 of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

◦ **Gandhi Jayanti:**

Organized seminar on 'Mahatma Gandhiji: Samajika Sandarbhagalu' on 13th October 2020 in association with Karnataka Gandhi Smaraka Nidhi.

◦ **National Youth Day:**

NCC unit by organizing Bangalore District Road Cycling Championship ('My Health is My Responsibility) in association with Bangalore District Amateur Cycling Association to motivate the youth about physical and mental fitness on 13th & 14th January 2021.

Republic Day:

On 26th January 2021 at Seshadripuram Main College to celebrate, respect and empower the patriotism by NCC.

- Sarvodaya/ Martyrs Day:

'Sarvodaya Dina' was celebrated by Gandhi and Vivekananda Study Centre on 30th January 2021 in association.

- International Yoga Day:

Webinar organized on 21st June 2021 to celebrate 'International Yoga Day' in association with Art of Living to create awareness on personal health in youth.

- Kargil Vijay Divas':

Celebrated on 26th July 2021 at college campus by NCC unit by giving tribute to Kargil War Martyrs.

- Independence Day:

Celebrated 75th Independence Day (Amrita Mahotsava) on 15th August 2021 at Seshadripuram Main College to celebrate, respect and empower the patriotism.

- Kannada Rajyotsava :

The Kannada Rajyotsava was celebrated by the Kannada Aparanji Parshattu of the Kannada department of the college on 02/11/2020 Monday. As a part of regional day celebration.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	View File

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format

provided in the Manual.

Peer Learning Sessions

Objectives of the Practice

Sharing of faculties' knowledge with regard to their core competence

The Context

- Faculties' core competency was shared with their peers to curb challenges during their teaching tenure.

The Practice

- In total of 7 sessions spread over a week on various parameters considering prevailing challenges of transformational teaching approaches

Evidence of Success

- Considering holistic teaching approaches, mandatory implementation of each sessions outcome was reflected in the college functionality

Problems Encountered and Resources Required

- Hybrid mode shifted sessions to be hosted online wherein, hands on experiences were missing.

Mock presentation of the Research paper

Objectives of the Practice

- To guide and nurture the necessity of research and presentation

The Context

- Disclosure of research caliber with different faculties of

different discipline

The Practice

- Already published research papers in reputed journals were presented. Whereas, other faculties were asked to write a fresh paper and present.

Evidence of Success

- Number of paper publications and presentations are increased considerably compared to previous years.

Problems Encountered and Resources Required

- Sustaining the interest during presentations of other disciplines

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

The most appreciated programme organised by SICM is the Self-Governance Day which is organised usually every year as a practice on the occasion of 'Teachers' Day'. The event is meticulously designed and organised keeping in decorum of the college. Self-Governance day is a very rare opportunity for the students to reverse their role with the staff of the college. Particular set of students from the final year degree are selected who take up the role of the entire staff in the college from the security at the gate to the principal of the college. Students on the day are given an opportunity to administer the college for a day right from the opening of the gates, preparation of time table, handling classes to maintaining the discipline of the college.

The event is marked as an upliftment to students in handling situations and taking up responsibilities. Administration and managerial skills are churned out of a student during the event. The event is highly appreciated as the most unique and distinctive programme under the university level. Print media has corresponded

the event to the best of their efforts. The event truly stands always at the top in the chronicles of SICM.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

- To Conduct faculty development programs which would empower teachers to take up blended teaching.
- To organise Multi-disciplinary national conference: Commerce and Management, English, Kannada, Hindi and Sanskrit.
- To organise Curriculum Enrichment programs students.
- Orient faculty and all stakeholders about the National Educational Policy-2020 for smooth implementation.
- Organise Research methodology related lecture series encouraging research culture.
- Organise paper presentations for the student's on value based themes.
- Strengthen the mentoring system through formulation of a record book which documents students' academic, co-curricular achievements, mentee's appraisal and parents meet record in a book.
- Reframe the lesson dairy record to be all inclusive of lesson plan, work done statement, syllabus completion and result analysis.
- Frame syllabus with a proper protocol where ever autonomy is provided by University for Practical Skill Development Courses.
- Organise expertise talks to Students on Entrepreneurs' skills which would help them in writing their projects specifically inviting successful alumni entrepreneurs'.
- Organise awareness programs on prevalent pandemic, its preventions, vaccination drives for students, alumni and parents from Community Engagement forums like NSS and YRC.
- Arrange awareness programs on Sexual harassment issues/anti-ragging/ women empowerment/ human rights/gender equity and sensitization.
- Empower and equip office administration for online mode of admissions.