



# **SELF STUDY REPORT**

**FOR**

**1<sup>st</sup> CYCLE OF ACCREDITATION**

**MILAGRES COLLEGE**

MILAGRES COLLEGE, FALNIR ROAD, HAMPANKATTA, MANGALURU  
575001

[www.milagrescollege.edu.in](http://www.milagrescollege.edu.in)

Submitted To

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**BANGALORE**

**September 2019**

# 1. EXECUTIVE SUMMARY

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## 1.1 INTRODUCTION

Milagres College (MC) is an integral part of a legacy that is 171 years old. This Institution of Higher Education is affiliated to Mangalore University and recognized by UGC MHRD, Government of India under Section 2(f) of UGC Act, 1956. A Christian Minority College, it is managed by the Catholic Board of Education (CBE) headed by the Bishop of Mangalore Diocese and locally administered by Milagres Church, Mangalore. On the request of the parents and with the aim of imparting higher education to the students of our Pre-University College, who found it difficult to go for higher studies to other institutions as they were unable to afford higher fees, the Management initiated and incepted Milagres College in 2010. Located at the heart of the city of Mangalore, with longitude 12.868194 and latitude 74.843541, it is easily accessible by rail and road.

Two Under Graduate Programmes in Commerce (B. Com) and Management (BBM) were the first ones to be introduced at the inception in 2010-11. B.Sc. in Hospitality Science was introduced in 2016-17. Association of Chartered Certified Accounts (ACCA) became part of the B. Com programme in 2016-17. B.Sc. in Food, Nutrition and Dietetics and B.Sc. in Computer Science, Mathematics and Statistics were introduced in 2017-18. Skill based certificate courses in Aviation and Hospitality and Travel and Tourism were added in 2019-20.

In the pursuit of knowledge, the right learning environment can truly impact a student's performance and her/his all-round development in a positive and meaningful way. We moved to the newly constructed Degree College building in 2016-17. This building is artistically designed with all the 'Hi-Tech' modern amenities, evolving the state of the art infrastructure, aimed at providing a soothing, conducive and pleasing environment for learning. The Milagres Educational Institutions today imparts education from Kindergarten (KG) to Under Graduation (UG) with the student strength of over 2,500 and faculty of 130. Striving higher and higher, Milagres College focuses on providing quality education by employing the best available resources in terms of teaching faculty, innovative programmes, add-on skills and infrastructure.

### **Vision**

“Empowering the Youth through value based education to enhance the quality of life and build a better future”

### **Our Motto**

“**PASSION FOR PERFECTION**”

### **Mission**

- To instill in our students a “Passion for Perfection” and provide them with knowledge, skill and values
- To impart quality education aimed at students' holistic development and prepare them to face global challenges boldly
- To engineer social transformation by creating professionals who will be academically sound, emotionally balanced, morally upright, socially responsible and ecologically sensitive

## Our Core Values

*DOCTOR* - Knowledge and Skill

*FORTIOR*- Courage and Capability

*SANCTOR*- Ethical and Moral Values

Besides a strong academic formation, our college organizes regular skill-based programmes leading to certificate and diploma levels. This venture is initiated on a large scale taking into account the slogan “Skill India.” There is an urgent need to equip our students to be self-confident and capable of good English communication. Further they require to be trained in employable skills so that they are able to acquire gainful employment as they complete their degree programme. Having this in mind, we organize programmes integrated into the curriculum with a foresight to quench the educational thirst, market demands, global challenges and the needs of the society at large.

Our skill-based programmes are to enhance the capabilities of our students in order to make them meet their intellectual and social aspirations and also to become self-reliant, purposeful and useful citizens of the world. Our attempt is to provide quality education with excellence and enlighten the students while continuing to meet their social commitments and to equip them with knowledge and emotional stability to give confidence and winning edge in the present global context and make modern education relevant to real life.

The faculty consistently strive to contemporize the academic content and implement new technological knowledge in the field of liberal education. Our courses address larger societal issues like health, gender, socio-economic inequalities, community mobilization, people’s participation, resource utilization, the environment and social commitment.

Their experiences at college are designed to facilitate self-development nurturing them to become aware, active and enthusiastic members of society.

## 1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

### Institutional Strength

- Centrally located
- Easy access by rail and road
- Ability to offer need based courses
- Steady and higher enrollment of students
- Low dropout rate
- A good reserve of teaching-learning resources
- Efficient and experienced faculty
- Faculty Enhancement Programme held on a regular basis
- Adequate physical infrastructure
- Excellent IT infrastructure
- Impressive student activities and achievements at various levels
- Forward looking and caring top management (The Catholic Board of Education)
- Assured financial support by the management

- Concerned and supportive alumni and PTA
- Student skill enrichment programme
- Library with 7,757 book volumes, 12 journals and 6,000+ e-journals

### **Institutional Weakness**

- Lack of curriculum modification as we are under an affiliating system
- Minimum academic flexibility
- Lack of adequate campus placement
- Inadequate linkages and collaborations
- Absence of a full-fledged Research Centre
- Non availability of coaching facilities for Central / State services
- Inadequate cafeteria space to accommodate students
- Consultancy expertise of the faculty members still remains to be discovered.
- Inadequate Student exchange and Faculty exchange programmes

### **Institutional Opportunity**

- To undertake research projects
- To set up incubation centers with assistance from industries
- To raise employability of the students
- To provide coaching facilities for Central / State services
- To brace up campus recruitment
- To establish linkages and collaborations with reputed institutions
- To set up strong industry and alumni collaboration which should lead to visible and measurable outcomes
- To rely more on non-conventional energy resources – install sufficient solar powered energy resource mechanisms
- To introduce more job oriented diploma programmes
- To increase the diversity among students, promote admission to students from other states
- To start new skill oriented programmes which will make the students employable

### **Institutional Challenge**

- Financial viability of the institution with the self-financed academic programmes
- Challenges to compete with multiple well established institutions offering similar programmes
- Keeping pace with technology based teaching-learning
- Skill formation and raising employability of the students
- The college is not authorized to revise the curriculum provided by the University, and therefore providing practical oriented learning within the given syllabus is difficult

## **1.3 CRITERIA WISE SUMMARY**

### **Curricular Aspects**

The College is committed to effective delivery of curriculum in a well-planned and documented way. As an affiliated College, we follow the syllabus and academic calendar prescribed by the University. The Principal strategizes the Curriculum delivery in holding Staff Council meetings and meetings with Department Heads. Each Head of the Department conducts departmental meetings before the commencement of the academic year to prepare a well-planned curriculum delivery blueprint and documentation by strategising lesson plans for each semester and plans to introduce innovative pedagogical methods in the classroom presentation.

The College prepares an Academic Calendar every year in accordance with the University norms. Orientation / Induction programmes at the opening of the classes help the students get tuned to the new system of learning. Bridge courses are conducted for the first year students as they begin their university education to help them understand the basic concepts of the subjects.

To ensure learning outcomes of each subject, continuous evaluation and internal assessments are carried out throughout the year in the form of written examinations, presentations, assignments, projects and class tests. Remedial classes are conducted for slow learners whereas advanced learners are imparted special coaching sessions to meet their academic standards and career prospects.

Credit Based Semester Scheme was being followed by the University till the academic year 2018-19. Choice Based Credit System is introduced by the University from the academic year 2019-20 and the institution follows the same. Value-added courses and programs for training in life skills and other courses relevant to the students for their holistic development are in place. The institution offers 13 Add-on courses based on the students need, skill development and employability opportunities. Certificate courses in Aviation and Hospitality and Travel and Tourism are introduced in the academic year 2019-20.

### **Teaching-learning and Evaluation**

The institution adheres to various teaching-learning processes for effective curriculum delivery with skill and career oriented aspects for the students in a systematic way. The institution interacts with the students right from the day of admission through various activities. The students along with their parents are inducted into the institutional activities and policies on the first day itself. Induction and Orientation programmes provide the students the general information related to the institution's facilities, curriculum, goal setting, policies, various activities etc. along with the familiarization of the teaching and non-teaching community.

Bridge courses are conducted for the first year students to initiate them into the University system of education and programs. On the completion of the bridge course an assessment test is conducted based on which advanced and slow learners are identified.

In order to enhance the learning experience, the institution focuses on various student centric methods such as experiential, participative and problem solving methodologies. The institution makes sure that faculty are trained to use the ICT enabled teaching methodologies and E-Learning resources. The institution employs creative ways of teaching-learning for better understanding and follows a standardized and transparent evaluation procedure which includes assignments, projects, seminars, presentations, class tests and internal examinations. The academic calendar forms the fulcrum for the conduct of Continuous Internal Assessment System while faithfully adhering to the academic calendar.

Regular teacher evaluation by the students is done based on a quality questionnaire. This evaluation is analysed and shared with the teacher and appropriate remedial measures are initiated. This method of feedback enhances

the quality of teaching.

The library provides an atmosphere of perfect learning to our students and faculty by making available the necessary material augmentation.

Examination Grievance Redressal Committee (EGRC) resolves examination related issues. Depending on its results, IQAC comes up with efficient and quality suggestions for the improvement of the teaching-learning process.

### **Research, Innovations and Extension**

Academic research is an integral part of an institution of higher education. Sufficient encouragement is to be provided for the faculty and students to enhance their knowledge horizon and improve the quality of teaching and learning. Milagres College provides all possible assistance in order to initiate, carry forward and complete any research project. Being a self-financing college, we do not count anything from the University Grants Commission by way of funds. The college has introduced the system of research funding by an initial investment of Rs. 2 Lakhs. Faculty and students are encouraged to make use of this facility and widen their horizon of knowledge.

The faculty are encouraged to participate and present research papers at national and international conferences, seminars or workshops. It is encouraging to note that almost every faculty has participated at least in one. As many as 18 research papers were presented by the faculty. In addition, the students are also encouraged to participate in academic conferences. It is a gratifying observation to notice our teachers and students indulge themselves in wider academic pursuits.

Extension activities have been the strength of the College and project the Institution's core value of service to the community. The faculty and students take active part in the activities related to extension service. They regularly visit the adopted areas to render quality service. As a part of the extension activity the NSS unit, organizes outreach activities. The Outreach unit has entered into MOU with various organizations like St Agnes Special School for the physically and mentally challenged, Government Wenlock and Lady Goschen Hospitals, St Anthony's Home for the destitutes, Prashanth Nivas Anathalaya and Mother Theresa Home for the destitute women. These extension activities have brought about an attitudinal change by way of a new societal outlook in our students.

### **Infrastructure and Learning Resources**

The College is located in a campus area of 3.36 acres at the heart of the city of Mangalore. In 2016 the College was shifted to the new building. This building is with a built up area of 7023.0056 Sq.mts having 15 classrooms, 5 faculty rooms, 5 laboratories, one Computer Laboratory, model guest room, Conference Hall, Auditorium, Library and Reading Room. Two elevators are in service for the staff and the needy students. Fire extinguishers are placed in each floor. CCTV surveillance is available in each floor at strategic points. Each classroom is provided with ICT facility.

Each floor has separate ladies and gents' washrooms and rest rooms. Purified drinking water facility is available on all floors. All floors have separate ladies and gents' staffrooms with attached washrooms. All the staffrooms have intercom and computer with internet and Wi-Fi facility to enable them prepare for their

classes.

The College houses a library with 7,757 books, INFLIBNET and Wi-Fi facility. It subscribes to 12 journals, 12 Magazines and 10 Dailies. The Library is authorized to access the e-resources provided by N-LIST programme of INFLIBNET. In addition to the library resources, each department has provision for books which are being lent to students.

The College provides boarding and lodging facilities for the students from distant locations and for those who need accommodation in the College hostels. There are separate hostels for boys and girls: the boys' hostel is within the college premises and the girls' hostel is at a distance of one kilometre. Each hostel could house around 50 students. Hostel discipline is managed by the college faculty who stay in the hostels.

Two grounds and a gym provide facilities for the physical development of the faculty and students. A large number of students and a respectable number of faculty make use of the gym facility and the results are noticed.

The infrastructure facilities are updated and maintained under annual maintenance system. The benevolent management is ever willing to provide the required additional facilities for teaching and learning.

### **Student Support and Progression**

The college had developed an in-built mechanism for student mentoring and support. Under the mentoring system each faculty is allotted 20 to 25 students. The mentors are to meet the mentees regularly and help them find life meaningful. When a mentee needs special assistance by way of psychological balancing and mental equilibrium, he/she is referred to the college counselor. As an effect of the mentoring system we notice a qualitative bonding between the mentor and the mentees and this in turn enhances the teaching learning atmosphere towards a positive change.

Students from economically backward sections of the society are provided with scholarships and fee concessions. Students from Bidar, Gulbarga Raichur and Kasargod districts are provided free boarding and lodging along with educational fee concessions. Academically weak students are shown special attention by way of remedial coaching. Regular monitoring is done. Mentoring and counseling facilities are provided to the students. The college has a provision for free mid-day meals to those who can't afford to.

It is observed that most of the students who seek admission to Milagres College are of an academic grade of middle level and at the end of their degree programme they move up to a respectable higher grade. It is heartening to notice the academic progression of the students and their attempt at reaching good positions in life.

Regular Career Guidance talks and workshops are organized. Various recruiting agencies visit the College to provide placements to the students. The College organizes annual job fair to provide opportunities to the students. The Student Council is a forum for the students to interact with one another and to organize programmes. It is also a forum to represent issues of relevance to their needs. The Grievance Cell looks into the representations of the student body.

Members of the Alumni association get together and express their solidarity with the college. Efficient Student support and progression has enabled the institution to build its brand and has aided the exponential growth in a short span of time.

## **Governance, Leadership and Management**

The College is managed by the Milagres Parish under Catholic Board of Education headed by the Bishop of Mangalore Diocese. It has a well-defined pyramidal administrative structure percolating down with the involvement of every member named the Governing Body. This governing body works under a perfect democratic system wherein every member is considered equal to one another. The views expressed by each member are listened to, analyzed, evaluated and appropriate measures taken. The central leadership is universal in approach, open to changes and innovations and willing to implement all measures for the holistic development of the students.

The motto of the institution, 'Passion for Perfection' is visualized in the vision and mission statement. The institution practices decentralized and participative management, where the decisions and communication move from management level to the grass root level and back. The faculty is empowered to take decisions in line with the policies, vision and mission of the institution.

The leadership of the College is based on the wider vision of imparting best education at affordable price to all those in need. Hence we notice that students from the middle and lower levels of the society in terms of economy seek admission in the institution. There are regular meetings of the Staff members, both teaching and support staff, to discuss academic and administrative matters. The IQAC meets regularly to take stock of the programmes and gives guidelines to the departments for the implementation of annual plans. Feedback is collected from different stake holders from time to time.

The management is robust in its functioning and transparent in administration. The faculty both teaching and administrative are treated with dignity. The administrative and support staff assist the Principal in the administration. Collective leadership of the students is promoted by allowing them to participate in the decision making and implementation process through their membership in different committees and the Students' Council.

## **Institutional Values and Best Practices**

Our professed commitment is 'to the least and to the last', hence we do not deprive admission to anyone who enters the portals of our College on the basis of academic grade and economic status. The college promotes gender equity and sensitivity through various gender equity promotion programmes. Several activities are conducted for the promotion of national values and communal harmony. The college also provides facilities for the differently abled and works extensively to engage with the local community through each of its departments. Environmental consciousness has been an integrated component of the college activities.

True to our Institute's Vision "Empowering the youth through value based education, to enhance the quality of life and to build a better future" the College imparts value based, character building education and thus instills "Passion for Perfection" in every student. The institution believes in imparting quality education aimed at student's holistic development and prepares them to face global challenges. It is the desired goal that the institution brings about social transformation by creating professionals who are academically sound, emotionally balanced, morally upright, socially responsible and ecologically sensitive. We see to it that rational discipline never becomes a casualty in our institution.

All the activities of the College are oriented towards the realization of our mission. Keeping this in mind the College has brought out a text book on value education- *Values for Life*.

Various associations both curricular and extra-curricular are focused towards developing social sensitivity in our students. Creativity is the hall mark of education. The faculty take extra care to instill in the students the longing for generating new knowledge through innovation. The best practices of the institution include outreach programme 'Sahayoga' - '*Service to Mankind*' and Free ships and Scholarships for the economically backward girls.

The students, coming under our wings for skill development and academic enhancement towards a holistic formation, turn out to be men and women of character motivated towards societal transformation.

NAAC

## 2. PROFILE

### 2.1 BASIC INFORMATION

Name and Address of the College	
Name	MILAGRES COLLEGE
Address	MILAGRES COLLEGE, FALNIR ROAD, HAMPANKATTA, MANGALURU
City	MANGALURU
State	Karnataka
Pin	575001
Website	<a href="http://www.milagrescollege.edu.in">www.milagrescollege.edu.in</a>

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Professor	A LOURDU SAMY	0824-2423822	9448744522	-	swamysac@gmail. com
Principal	MICHAEL L SANTHUMA YOR	0824-2410671	9845165382	-	mchm@milagresco llege.edu.in

Status of the Institution	
Institution Status	Self Financing

Type of Institution	
By Gender	Co-education
By Shift	Regular Day

<b>Recognized Minority institution</b>	
If it is a recognized minority institution	Yes <a href="#">Minority Cert.pdf</a>
If Yes, Specify minority status	
Religious	Religious minority institution
Linguistic	
Any Other	

<b>Establishment Details</b>				
Date of establishment of the college	23-06-2010			
<b>University to which the college is affiliated/ or which governs the college (if it is a constituent college)</b>				
<b>State</b>	<b>University name</b>	<b>Document</b>		
Karnataka	Mangalore University	<a href="#">View Document</a>		
<b>Details of UGC recognition</b>				
<b>Under Section</b>	<b>Date</b>	<b>View Document</b>		
2f of UGC	02-01-2018	<a href="#">View Document</a>		
12B of UGC				
<b>Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)</b>				
<b>Statutory Regulatory Authority</b>	<b>Recognition/Approval details Institution/Department programme</b>	<b>Day,Month and year(dd-mm-yyyy)</b>	<b>Validity in months</b>	<b>Remarks</b>
No contents				

<b>Details of autonomy</b>	
Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	Yes <a href="#">autonomydoc_1567581874.pdf</a>
If yes, has the College applied for availing the autonomous status?	No

<b>Recognitions</b>	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

<b>Location and Area of Campus</b>				
<b>Campus Type</b>	<b>Address</b>	<b>Location*</b>	<b>Campus Area in Acres</b>	<b>Built up Area in sq.mts.</b>
Main campus area	MILAGRES COLLEGE, FALNIR ROAD, HAMPANKATTA, MANGALURU	Urban	3.36	7023.006

## 2.2 ACADEMIC INFORMATION

<b>Details of Programmes Offered by the College (Give Data for Current Academic year)</b>						
<b>Programme Level</b>	<b>Name of Programme/Course</b>	<b>Duration in Months</b>	<b>Entry Qualification</b>	<b>Medium of Instruction</b>	<b>Sanctioned Strength</b>	<b>No.of Students Admitted</b>
UG	BCom,Commerce	36	PUC	English	160	120
UG	BSc,Science	36	PUC	English	60	31
UG	BSc,Science	36	PUC	English	100	82
UG	BSc,Science	36	PUC	English	60	0

### Position Details of Faculty & Staff in the College

<b>Teaching Faculty</b>												
	<b>Professor</b>				<b>Associate Professor</b>				<b>Assistant Professor</b>			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	1				0				27			
Recruited	1	0	0	1	0	0	0	0	10	17	0	27
Yet to Recruit	0				0				0			

<b>Non-Teaching Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				15
Recruited	6	9	0	15
Yet to Recruit				0

<b>Technical Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

**Qualification Details of the Teaching Staff**

<b>Permanent Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Male</b>	<b>Female</b>	<b>Others</b>	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	1	0	0	0	0	0	0	1	0	2
M.Phil.	0	0	0	0	0	0	2	2	0	4
PG	0	0	0	0	0	0	8	14	0	22

<b>Temporary Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

<b>Part Time Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

<b>Details of Visting/Guest Faculties</b>				
<b>Number of Visiting/Guest Faculty engaged with the college?</b>	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
		2	5	0

**Provide the Following Details of Students Enrolled in the College During the Current Academic Year**

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
Diploma	Male	0	0	0	0	0
	Female	0	0	0	0	0
	Others	0	0	0	0	0
UG	Male	275	61	1	0	337
	Female	205	36	0	0	241
	Others	0	0	0	0	0
Certificate / Awareness	Male	0	0	0	0	0
	Female	0	0	0	0	0
	Others	0	0	0	0	0

<b>Provide the Following Details of Students admitted to the College During the last four Academic Years</b>					
<b>Programme</b>		<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>
SC	Male	2	3	0	1
	Female	4	5	4	1
	Others	0	0	0	0
ST	Male	0	3	0	1
	Female	0	1	0	1
	Others	0	0	0	0
OBC	Male	133	98	101	97
	Female	82	79	64	33
	Others	0	0	0	0
General	Male	6	2	2	0
	Female	6	1	0	0
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
<b>Total</b>		<b>233</b>	<b>192</b>	<b>171</b>	<b>134</b>

### 3. Extended Profile

#### 3.1 Program

Number of courses offered by the institution across all programs during the last five years

Response: 215

File Description	Document
Institutional Data in Prescribed Format	<a href="#">View Document</a>

Number of programs offered year-wise for last five years

2018-19	2017-18	2016-17	2015-16	2014-15
5	5	3	2	2

#### 3.2 Students

Number of students year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
578	476	433	415	419

File Description	Document
Institutional Data in Prescribed Format	<a href="#">View Document</a>

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
240	270	210	120	120

File Description	Document
Institutional Data in Prescribed Format	<a href="#">View Document</a>

Number of outgoing / final year students year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
162	106	142	131	120

File Description	Document
Institutional Data in Prescribed Format	<a href="#">View Document</a>

### 3.3 Teachers

#### Number of full time teachers year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
26	21	17	14	13

File Description	Document
Institutional Data in Prescribed Format	<a href="#">View Document</a>

#### Number of sanctioned posts year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
26	21	17	14	13

File Description	Document
Institutional Data in Prescribed Format	<a href="#">View Document</a>

### 3.4 Institution

#### Total number of classrooms and seminar halls

**Response: 17**

#### Number of computers

**Response: 57**

#### Total Expenditure excluding salary year-wise during the last five years ( INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
73.26475	77.57918	60.58412	32.33127	30.07855

## 4. Quality Indicator Framework(QIF)

### Criterion 1 - Curricular Aspects

#### 1.1 Curricular Planning and Implementation

##### 1.1.1 The institution ensures effective curriculum delivery through a well planned and documented process

##### Response:

Milagres College is affiliated to Mangalore University and the syllabus is prescribed by the affiliating University. The College follows the curriculum and the academic calendar as prescribed by the University. The Principal conducts meetings with the various Department Heads to develop strategies for effective implementation of the curriculum. Each Head of the various Departments (HODs), conducts departmental meetings before the commencement of the academic year to make a well-planned curriculum delivery blueprint and documentation by preparing lesson plans and improving the classroom presentation by various methods. The lesson plans are approved by the Principal before the commencement of each semester. The Heads of the Departments of each department monitor the academic activities on a regular basis to ensure the execution of the timetable.

The College is committed to effective delivery of curriculum in a planned and documented way. As per the curriculum, the College prepares an Academic Calendar every year in accordance with the University norms. The curriculum is updated every three year by the Board of Studies (BOS) of Mangalore University.

The Staff Council and Department level meetings are conducted regularly to evolve appropriate action plans for the effective implementation of the curriculum. Heads of the various departments prepare a departmental plan of action for each semester. Bridge courses are conducted for the first year students to help them understand the basic concepts of the subjects.

The University elects the BOS for each subject, introduced at the Under Graduate (UG) level, which prescribes the objectives of the subjects to be taught and also organizes workshops when new syllabi are introduced and reviews them periodically. The BOS regularly conducts workshops, seminars and meetings during which discussions take place about curriculum design/syllabus revision. Teachers attend seminars and workshops to update their knowledge. Experts from various sectors are invited as Guest Lecturers for Add-On/Diploma/Certificate courses. Students visit industries as part of their application-based learning process. The College consistently obtains regular feedback from the students, staff and Internal Quality Assurance Cell (IQAC) regarding the curriculum. Feedback is obtained from parents during Parent-Teacher meetings which are held periodically.

To ensure learning outcomes of each subject, continuous evaluation and internal assessments are carried out consistently throughout the year in the form of presentations, assignments/projects and class tests. Remedial classes are conducted for slow learners whereas advanced learners are imparted special coaching sessions to meet their academic standards and career prospects. The staff are advised to complete the syllabus within the stipulated time.

In order to ensure effective delivery of the curriculum, the institution has taken the following measures:

- 1.Preparation of Academic Calendar
- 2.Publication of Prospectus
- 3.Preparation of Time Table
- 4.Preparation of Lesson Plans
- 5.Maintenance of Work Dairy
- 6.Maintenance of Attendance Register
- 7.Appointment of Guest Faculty
- 8.Arrangement of Special Lectures by Experts
- 9.Arrangement of Training / Workshops on New Topics for the Faculty
- 10.Participation in Inter and Intra-Collegiate Level Competitions

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

### 1.1.2 Number of certificate/diploma program introduced during the last five years

**Response:** 12

#### 1.1.2.1 Number of certificate/diploma programs introduced year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
2	3	6	1	0

File Description	Document
Details of the certificate/Diploma programs	<a href="#">View Document</a>

### 1.1.3 Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years

**Response:** 10.99

#### 1.1.3.1 Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	2	0

File Description	Document
Details of participation of teachers in various bodies	<a href="#">View Document</a>

## 1.2 Academic Flexibility

<p><b>1.2.1 Percentage of new Courses introduced out of the total number of courses across all Programs offered during last five years</b></p> <p><b>Response: 62.33</b></p>														
<p>1.2.1.1 How many new courses are introduced within the last five years</p> <p>Response: 134</p>														
File Description		Document												
Details of the new courses introduced		<a href="#">View Document</a>												
<p><b>1.2.2 Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented</b></p> <p><b>Response: 60</b></p>														
<p>1.2.2.1 Number of programmes in which CBCS/ Elective course system implemented.</p> <p>Response: 3</p>														
File Description		Document												
Name of the programs in which CBCS is implemented		<a href="#">View Document</a>												
<p><b>1.2.3 Average percentage of students enrolled in subject related Certificate/ Diploma programs/Add-on programs as against the total number of students during the last five years</b></p> <p><b>Response: 50.36</b></p>														
<p>1.2.3.1 Number of students enrolled in subject related Certificate or Diploma or Add-on programs year-wise during the last five years</p> <table border="1"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>578</td> <td>357</td> <td>295</td> <td>36</td> <td>0</td> </tr> </tbody> </table>					2018-19	2017-18	2016-17	2015-16	2014-15	578	357	295	36	0
2018-19	2017-18	2016-17	2015-16	2014-15										
578	357	295	36	0										

File Description	Document
Details of the students enrolled in Subjects related to certificate/Diploma/Add-on programs	<a href="#">View Document</a>

### 1.3 Curriculum Enrichment

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

##### Response:

The mandatory courses prescribed by Mangalore University which address cross-cutting issues relevant to Gender Environment and Sustainability, Human Values and Professional Ethics and which have been integrated into the curriculum are:

##### Courses which address Gender, Environment and Sustainability, Human Values

Sl. No.	Programme	Subject
1	B.Com, B.Sc., B.Sc. HS, B.Sc. FND	The Constitution of India
2	B.Com, B.Sc., B.Sc.HS, B.Sc. FND	Human Rights, Gender Equity and Environmental Studies
3	B.Sc.	General Studies
4	B.Sc.	Human Resource Developmental Studies

The College establishes gender sensitization and awareness among students in both theory and practice through implementation of the prescribed curriculum in theory while involving students in various activities, in practice. The College is a co-educational institution that focuses chiefly on changing profile of gender in India, the differentials engendered by education and empowerment and the contemporization of these topics through guest talks, campaigns and interactive programs. These programs are conducted for the students of all streams to gain a better understanding of gender sensitivity and relevant issues. The Women's Cell conducts various special lectures on gender related topics on special occasions.

Both boys and girls are encouraged to realize the equality in gender, social justice, human rights, and professional ethics. Achievers and experts from various fields are invited to share their experiences with our students. Interactions with successful women have helped our female students realize the positioned power of women, and opportunities that are available to them. The Women's Cell celebrates Women's Day every year. Associations conduct collage making competitions, debates and essay writing competitions on issues related to women.

The subject paper on Environmental Studies creates an awareness of prevailing issues like environmental pollution and global warming. It also enriches knowledge of sustainable development and conservation of natural resources among students. Implementation of value based education imparts holistic education to mold the students to become responsible citizens of tomorrow. In addition, guest lectures are organized on waste management. The College has its own compost-pits to collect bio-degradable waste which is allowed

to decay and used as fertilizer for the College garden visits to agricultural fields, Swacch Bharath Campaigns, Vanamahotsava have been conducted by the NSS and the Eco-Club unit of the College. Plastic Free Campus Drives, Campus Cleaning Drives, Fun and Informative Workshops for students and sports activities help the student's sustained self-development.

Awareness programs on Anti-Ragging, Physical and Sexual Harassment and Self-Defense are organized. The Youth Red Cross organizes Blood Donation Camps and also spreads awareness on Blood Donation and Organ Donation. The outreach unit visits Orphanages, Old Age Homes, De-Addiction Centers, Schools for Special Children and District Hospitals with a notion of inculcating humane values among students.

Inter-class competitions are conducted throughout the year and meritorious students are awarded on College day. NSS and Eco-club organize several programs and activities that reflect the core issues concerning our society.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

### 1.3.2 Number of value added courses imparting transferable and life skills offered during the last five years

**Response: 1**

#### 1.3.2.1 Number of value-added courses imparting transferable and life skills offered during the last five years

Response: 1

File Description	Document
Details of the value-added courses imparting transferable and life skills	<a href="#">View Document</a>

### 1.3.3 Percentage of students undertaking field projects / internships

**Response: 26.99**

#### 1.3.3.1 Number of students undertaking field projects or internships

Response: 156

File Description	Document
List of students enrolled	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

## 1.4 Feedback System

**1.4.1 Structured feedback received from 1) Students, 2) Teachers, 3) Employers, 4) Alumni and 5) Parents for design and review of syllabus-Semester wise/ year-wise**

**A. Any 4 of the above**

**B. Any 3 of the above**

**C. Any 2 of the above**

**D. Any 1 of the above**

**Response: E. None of the above**

**1.4.2 Feedback processes of the institution may be classified as follows:**

**A. Feedback collected, analysed and action taken and feedback available on website**

**B. Feedback collected, analysed and action has been taken**

**C. Feedback collected and analysed**

**D. Feedback collected**

**Response: E. Feedback not collected**

## Criterion 2 - Teaching-learning and Evaluation

### 2.1 Student Enrollment and Profile

#### 2.1.1 Average percentage of students from other States and Countries during the last five years

**Response:** 6.38

##### 2.1.1.1 Number of students from other states and countries year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
44	30	28	22	26

#### File Description

#### Document

List of students (other states and countries)

[View Document](#)

Institutional data in prescribed format

[View Document](#)

#### 2.1.2 Average Enrollment percentage (Average of last five years)

**Response:** 73.95

##### 2.1.2.1 Number of students admitted year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
233	192	171	134	163

##### 2.1.2.2 Number of sanctioned seats year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
320	360	280	160	165

#### File Description

#### Document

Institutional data in prescribed format

[View Document](#)

Any additional information

[View Document](#)

#### 2.1.3 Average percentage of seats filled against seats reserved for various categories as per

**applicable reservation policy during the last five years****Response:** 51.02

2.1.3.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
149	148	110	47	56

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

**2.2 Catering to Student Diversity****2.2.1 The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners****Response:**

Milagres College continuously monitors and evaluates the newly admitted students. Bridge course is conducted Department and language wise to improve the basic knowledge of particular subject. Usually we begin from the fundamentals moving on to a little more intense into understanding the basic concepts and nuances of the subjects. At the end of the course a test is conducted in order to evaluate the performance. The level of knowledge in the particular subjects is evaluated by conducting diagnostic test. Based on the performance of the students they are categorised as slow and advance learners. Slow learners are given special attention. Advanced learners are categorised under innovative methods of exposure into the subject and impetus to higher studies under research oriented topics are imparted to them.

**Assessing Learning level**

Students are counselled at the time of admission and an Orientation program is organized in which students are familiarized with the course, its outcome, mode of internal assessment and facilities available in college. Teachers before beginning their courses informally get the pulse of the students in the class, their knowledge about the course and their comfort level with English as a medium of instruction.

**Bridging the gap:**

The purpose is to bridge the gap prior to teaching the topics assigned to them. The Bridge course is held department wise from the first week of commencement of classes. The faculty members make extra effort to help any such student with further clarification/ amplification to boost her cognitive level and offer them suggestions for improvement of performance. Tutorials are also held to raise the knowledge level of learners to the expected standard.

**Slow Learners:** Slow learners are identified after the Diagnostic Test results. They are taught more from their teachers and given special assignments. Difficult portions are retaught through tutorials, doubts are cleared and retests are conducted if needed. They are permitted to borrow extra book from the college library.

#### **Encouraging the Advanced Learners:**

Special programmes for students, who are adjudged advanced learners in Diagnostic Test, are encouraged and facilitated to read beyond the requirements of the syllabus as well as to take up internships during semester breaks. Participation in national and international seminars and conferences, presentation and publication of research data is also encouraged. A well-stocked library and computer resource centre provide all students access to books, journals and e-resources.

**Library Orientation for both Advanced and slow learners:** Library is the knowledge centre of an institution but most students do not know the proper and meaningful use of library. In order to equip the learners with a basic idea of the utility of the library the college has introduced a library orientation program for all students.

The specific strategies in general, used by teachers for diverse groups are listed below

Strategies	Slow learners	Advanced learners
Bridge course	Yes	
Remedial coaching	Yes	
Peer assistance	Yes	
Self study		Yes
Presentations		Yes
Projects	Yes	Yes
Library work	Yes	Yes
Group study	Yes	Yes
Home assignments	Yes	Yes
Seminars	Yes	Yes
Group discussion	Yes	Yes

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

#### **2.2.2 Student - Full time teacher ratio**

**Response:** 22.23

File Description	Document
Any additional information	<a href="#">View Document</a>

**2.2.3 Percentage of differently abled students (Divyangjan) on rolls****Response:** 0.35**2.2.3.1 Number of differently abled students on rolls****Response:** 2

<b>File Description</b>	<b>Document</b>
List of students(differently abled)	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any other document submitted by the Institution to a Government agency giving this information	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**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****Response:**

Student-centric learning methods are adopted by all the departments. Teaching methods differ in various disciplines. Group discussions, seminars using power point presentations, participation in national/regional seminars organized by other Institutions encourage interactive and collaborative learning among the students. Debates encourage independent learning in the students. Peer teaching, independent learning through assignment, quizzing and book review are some of the teaching strategies

Research culture is inculcated in the students as they are encouraged to participate and present papers in seminars, conferences organized in the institution and other institutions. Organizing skills, time management, team work and responsibility are learnt when they are involved in helping the teachers in organizing seminars, conferences, workshops and fests. Students are motivated to contribute articles to the Milagres college magazine 'Milagres Miracle'. Study tours, field trips, internships and industrial visits add to learning.

All the students during their first four semesters have to participate in at least one curricular and extra-curricular activity. Add-on and Certificate and diploma courses are provided to the students towards their holistic development. Students are encouraged to use the library and develop reading habits LCD projector in Class rooms, library with e-resources, N-List etc are the support structures available for teachers.

The Management fully supports the faculty members and students for the smooth conduct of the college. The students are provided with sufficient number of class rooms, modern infrastructure, drinking water, rest room, hostel facilities, outdoor and indoor games. A Gym is established for the fitness of our students.

The faculty members and students are encouraged to attend seminars, workshops and conferences

conducted by various institutions and thereby they can develop their skills through interactive learning. Our students participate in various academic and co-curricular activities within and outside the college. Visits to other institutes, field and educational trips, seminars and talks by experts are organized. Students are given individual projects and assignments which focus on self-study and independent learning. They are assigned group projects and activities which promote peer learning and team building. Extension activities, internships and trainings ensure experiential learning for students.

The institution encourages the students to utilize the library and the department library maximum even after the college hours. Besides the regular practical sessions, the laboratories are used by the students to have practical learning upon request. Internet facilities are also available to the students for extra reading, preparing assignment, paper presentation, and preparing for competitions. The students are given assignments with the topics related to the current trends in their respective subjects. In all these activities, the students are given full freedom to execute and implement the projects in the college. This helps them to develop their skills like interactive learning and bring out their hidden talents. Inter-collegiate competitions, workshops, seminars and conferences are conducted involving students to give them an exposure and enhance leadership qualities. They are also motivated to participate in inter-collegiate competitions.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 2.3.2 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.

**Response:** 92.31

#### 2.3.2.1 Number of teachers using ICT

Response: 24

File Description	Document
List of teachers (using ICT for teaching)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 2.3.3 Ratio of students to mentor for academic and stress related issues

**Response:** 22.23

#### 2.3.3.1 Number of mentors

Response: 26

File Description	Document
Any additional information	<a href="#">View Document</a>

### 2.3.4 Innovation and creativity in teaching-learning

#### Response:

Every day, most of our lecturers incorporate the current affairs and relate the real time examples into curriculum teaching in order to make the session more alive and interesting. The students are asked to connect the curriculum with the real time examples and draw opinions. This sets a basis for innovation and creativity in teaching-learning process. Students are asked to take Seminars which benefit both slow learners and advanced learners ensuring better class room dynamics and inclusive participation. Especially final year students are assigned with project works in group and reports are submitted to lecturer and copy of each project is displayed in library. Each department takes the students for industrial visit. Every department imparts innovation and creativity in teaching-learning process on its own way.

For example, Department of commerce conducts inter-class fest (Spark) and also organise inter-collegiate fest (Excelso) to explore the hidden talents of our students as well as students of other colleges. Department of BSc in Hospitality Science organises intercollegiate fest 'Navrang' which showcases the skills of young minds.

Food festival is held during the annual cultural fest 'AVISHKAR'. The faculty help the students in preparing variety of dishes and exhibits the same in the fest. The fest is open to the public. The department further encourages the students to innovate new dishes as part of their germination of ideas.

Book review competition is conducted every year which encourages reading habits of students and access to new books. The learners are asked to digest the content and summarize the issues point-wise to ensure that they have really gone through the content.

For the betterment and development of skill college offers different certificate courses to students like entry to Basic computer and Tally, C.A, Yoga, Spoken English and French, Culinary Arts, Beautician, Drama, Soft Skill and Embroidery.

Women cell encourages the girl students to develop their skill by conducting Henna designing, Hair style and Nail Art competitions.

Creativity in the learners is nurtured through the use of ICT, Group Discussion, Role play, Case study, Quiz and Debates. Mock ads, Stress interviews, Book reviews, Surveys, interviews, Panel Discussion, Creation of models helps in creative thinking and Case studies add to innovative learning in the classroom teaching, Peer teaching, Student-faculty interface, industrial visits, internship, field trips, Visit to food industry, practical sessions in the laboratory help the B.Sc.(FND), B.Sc.HS students to acquire essential and additional skills.

The faculty use ICT enabled teaching techniques by screening of movies related to texts prescribed Students are encouraged to attend national seminars, present papers, participate in various inter-collegiate cultural/academic fests, to take up project work and make power point presentation in the class

rooms. Students prepare from chapters and present their innovative ideas in teaching Creative assignment are given to the students and as such are shared in the class as part of peer learning.

File Description	Document
Any additional information	<a href="#">View Document</a>

## 2.4 Teacher Profile and Quality

### 2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

**Response:** 100

File Description	Document
Year wise full time teachers and sanctioned posts for 5 years	<a href="#">View Document</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 2.4.2 Average percentage of full time teachers with Ph.D. during the last five years

**Response:** 7.59

#### 2.4.2.1 Number of full time teachers with Ph.D. year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
2	2	1	1	1

File Description	Document
List of number of full time teachers with PhD and number of full time teachers for 5 years	<a href="#">View Document</a>

### 2.4.3 Teaching experience per full time teacher in number of years

**Response:** 6.46

#### 2.4.3.1 Total experience of full-time teachers

**Response:** 168

File Description	Document
Any additional information	<a href="#">View Document</a>

#### 2.4.4 Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years

**Response:** 5.49

2.4.4.1 Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	1	0	0

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 2.4.5 Average percentage of full time teachers from other States against sanctioned posts during the last five years

**Response:** 3.44

2.4.5.1 Number of full time teachers from other states year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
2	2	0	0	0

File Description	Document
List of full time teachers from other state and state from which qualifying degree was obtained	<a href="#">View Document</a>

## 2.5 Evaluation Process and Reforms

### 2.5.1 Reforms in Continuous Internal Evaluation(CIE) system at the institutional level

**Response:**

The college introduces innovative reforms in the conduct of Continuous Internal Evaluation besides following the prescribed guidelines of the affiliating University. In the last five years there have been several changes in the mode of evaluation based on the type of program. Students were assigned group projects and presentations which aimed at fostering peer learning, as well as building public speaking skills. Evaluation as a continuous mode has helped improve student regularity and participation in practical's as there are marks for each class attended and assignment completed. Each department has worked out the details of how the CIE will be carried out for each paper taking care that learning objectives of each paper are achieved through the different assignments. It provides an opportunity to relook at and modify teaching strategies if the students are not performing well. Students who miss the assignments due to ill health or participation in extra-curricular activities of the college are given an opportunity to give the assignment on an alternate date. There is a set schedule for conducting the assignments which the students know in advance.

The Summative Assessment of the students involves the evaluation process prescribed by the University. As per the calendar of events of the University, assessment strategies are drawn and deployed. The Examination Committee at the College level draws timelines which synchronises with the Calendar of events of the University and the same is communicated to the faculty and students. The Assessment process involves two evaluation strategies, that is, the internal assessment conducted at the College level as per the requirements of the University and the practical and theory examinations conducted at the College by the University.

Each semester witnesses two internal examination. Allotment of Internal marks is as per the University mandate which prescribes the criteria for internal assessment; assessment tools and strategies are notified to the students and parents. Internal assessment marks are notified to the parents through SMS. The process of internal assessment is transparent and the reforms are ushered in on a regular basis. The University has introduced the system of OMR answer booklets, Coding and de-coding of answer booklets to conceal the identity of the candidate writing the exam.

Apart from Students the college conducts staff evaluation through numerical system. In addition, one on one talk boosting the morale of the lecturers and appraisal is done through this evaluation. Feedback is taken every semester from all the students to evaluate the staff performance. Self-appraisal forms are given to each lecturer to assess themselves and the college. Analysis of University examination result at the department level is carried out to evaluate the performance of each student. The Principal analyses the academic results of the students and interacts with them as to how to improve upon their performance. Students are assessed through their participation in Extra-curricular/Co-curricular activities. During the regular PTA meetings, the parents are informed of their wards performance and behaviour through interaction.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 2.5.2 Mechanism of internal assessment is transparent and robust in terms of frequency and variety

**Response:**

An efficient and transparent mechanism has been developed at the College level to deal with examination related grievances. Adequate measures are taken to ensure that the evaluation is objective and systematic. The faculty are trained to set question papers without any ambiguity. The students are made familiar with the process of assessment by the class mentors. The paper valuers follow the scheme of valuation as discussed in the departments so that there is uniformity in valuation.

Once the papers have been evaluated, they are distributed to the students. The faculty discuss the question paper and their subsequent answers. This helps the students understand and note down their correction. Teachers are given sufficient time to evaluate the answer scripts in order to avoid erratic valuation.

Students have a provision for personal seeing of the answer scripts. Totalling errors and uncorrected answers, if any, will be rectified by the subject teachers. Any grievance regarding evaluation is addressed to the concerned faculty handling that subject. Any discrepancy noticed is brought to the concerned teacher. Students are allowed to examine their evaluated answer scripts and point out the discrepancies, if any, in the presence of the teacher. Any grievance which cannot be resolved at that level is referred to the Head of the Department, Vice-Principal or the Principal.

The assessment involves the conduct of two internal examinations, assignments, seminars and weightage for student's attendance. The practical examinations are conducted with the help of an external examiner as per the mandate of the university. The question papers are prepared and submitted to Examination Committee. Before three weeks of commencement of internal examination, examination dates will be announced to the students and time table is displayed in the notice board.

After conducting the examinations, marks of the students will be written in the college calendar and it will be communicated to the parents. Question papers are based on multiple choice and descriptive. Duration of the examination is one and one and a half hours respectively. After the completion of examinations internal assessment marks will be submitted to the college office and the same will be intimated to the parents through the ERP app/SMS. Students are informed to verify internal assessment marks which is duly signed by them before submitting to the University.

As a part of academic evaluation each department conducts seminars, assignments, projects, internships, class participation and viva voce for allotting internal marks. These types of evaluations will enhance the knowledge and confidence of the students in order to achieve better success. All the departments follow the above criteria for allotting internal assessment marks. Periodic instructions related to examinations and evaluation received from the university is communicated to the students through circulars which is read in every class room by the lecturers and also displayed on the notice boards. The eligibility criteria for the final examinations are made clear to students at the beginning of the semester and the evaluation process is reviewed in staff meetings.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### **2.5.3 Mechanism to deal with examination related grievances is transparent, time-bound and efficient**

#### **Response:**

The evaluation system involves two pronged evaluation strategy at the institutional level and at the university level. Mechanism to deal with examination related grievances varies from University to Institution though the common principle being 'no injustice to the student' The University has its own well defined statutes to deal with examination related grievances. The institution has in place its own code of regulations to deal with such issues.

#### **At the institution level:**

The examination committee of the college is entrusted with the smooth conduct of the entire evaluation process including drawing strategies for exam related grievances. All the classrooms where examinations are held usually are kept under CCTV surveillance. All answer sheets are evaluated in a proper and timely manner and distributed on time. Students are encouraged to make enquiries and clarifications on the evaluation of answer scripts are carried in the classroom so that the evaluation process is transparent to the students as well. Re-examination will be conducted for the students who remain absent for the internal assessment examination conducted by the college with the genuine reason.

Re-examination will be conducted for the students who remain absent for the internal assessment examination for representing college on various events with prior permission. Faculty members will distribute evaluated answer scripts to students and if there is any clarification or grievances is addressed by the teacher. After the assessment marks are recorded in the internal assessment format which is maintained in the college office. The internal marks of the students are then displayed on the notice board to ensure transparency in evaluation. The class advisors of the respective class will primarily redress all the grievances about the evaluation including the internal assessment marks awarded to the students. In case of any dissatisfaction the same is referred to the head of the respective department. At the institutional level grievances are solved within a day.

#### **At the University level:**

For the semester examination, hall tickets are issued to the students well in advance. Any grievance related to the hall tickets such as wrong entry of names or delay in issuances is addressed by the examination committee. The examination committee immediately looks into the matter and takes necessary action.

Any end semester examination related grievance is to be addressed to the University which publishes the details thereof through a communication to each college. This process starts after the publication of results. The mechanism of redressal permits a student to opt for either personal seeing, re-totalling or revaluation of the answer script All the grievances are therefore solved with utmost care. In the case of University related grievances it would take 10 to 30 days based on the nature of grievance.

Ultimately any grievance that is brought to the notice of either the University or the Institution, it is resolved with utmost care, impartiality and justice to the 'grieved.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

#### 2.5.4 The institution adheres to the academic calendar for the conduct of CIE

##### Response:

Since the college is affiliated to Mangalore University, the College follows the University calendar of events and time table. The College conducts semester examination as per the time table prescribed by Mangalore University. An academic calendar is prepared by the institution as explained below. Academic year starts as prescribed by Mangalore University. College prepares academic calendar containing plans for curricular and co-curricular activities based on the available working/ teaching days as per University norms. Academic calendar is prepared under the guidance of the Principal. A committee is formed consisting of Vice Principal and HODs of various departments. This committee takes into account the requirements of the University, the State and Central Governments Holidays Department Academic Calendar are prepared by the HODs which include the beginning of semesters, dates of planned internal exams and model exams.

Approval for academic calendar is given by the heads of the departments and the principal after making the necessary changes if required. The academic calendar is then made known to the entire faculty before the commencement of the semester. Academic calendar of the institution includes schedules of curricular activities, co-curricular activities, internal examination dates and list of holidays. Students are then informed about the academic calendar and time table of internal examination. Timely reminders are given from time to time through notices, announcements and SMS messages

The question paper for every internal exam is prepared by the concerned faculty in charge and approved by the HOD and forwarded to the examination committee. The examination committee under the supervision of the Chief Examiner prepares for the exams on given dates, assigns invigilation duties, prepares required number of question papers in prescribed format and procures necessary materials for the conduct of exams in various class rooms. The duty list and unified exam timetable is published and distributed for the smooth conduct of the exams. The marked answer scripts are returned to the students and consolidated mark sheets are prepared.

Lesson plans are then prepared by the faculty members' Lesson plan comprises of study objectives, content to be taught, teaching methodology, assignments, possible questions, teaching aids, total teaching hours, reference books. Monitoring and implementation of lesson plan is done by the heads of the departments and corrective actions are suggested wherever required. Time tables of regular classes for the semester is prepared well in advance and displayed on the departmental notice board. There is an academic advisor appointed by Principal who monitors the day to day conduct of classes based on the time table.

The College also follows a definite schedule for all co-curricular and extra-curricular activities. The work diaries maintained by each teacher are documents which clearly show the teaching plans, tasks accomplished and schedules adhered to. The work diaries are regularly monitored.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

## 2.6 Student Performance and Learning Outcomes

### 2.6.1 Program outcomes, program specific outcomes and course outcomes for all programs offered by the Institution are stated and displayed on website and communicated to teachers and students

#### Response:

The Programme syllabus is framed by the affiliating University based on the local, National and Global demands in order to equip the students eligible for the job market and character formation. In the absence of specific outcomes marked by the University, the College formulates Programme Outcome (PO), Programme Specific Outcome (PSO) and Course Outcome (COs) which are developed based on the need of the stakeholders and curriculum that offers a number of courses. The Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) are expressed as complete declarative sentences that clearly describe the KSA (Knowledge, Skill and Aptitude) along with competencies that students are expected to acquire on successful completion of their programme of study. Each course has defined Course Outcome (CO) that are linked to the Programme Outcomes and Programme Specific Outcomes.

The Course Outcomes are systematically assessed, and are linked to the Programme Outcomes and Programme Specific Outcomes. Therefore, the attainment of Course Outcomes leads to the attainment of Programme Outcomes and Programme Specific Outcomes. The POs are discussed and communicated during the staff meeting at the beginning of the academic year and orientation towards Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) are given by HODs and Co-ordinators of each programme. Orientation programme to students about POs, PSOs and COs, Course curriculum, and assessment plan is also conducted by the departments for each programme separately. Orientation programme is conducted at the beginning of the year in which the HOD explains the programme and course outcomes to the students.

There are 150 courses comprising the four programmes inclusive of languages and foundation courses offered by the College. Each course has its specific outcome with a definite knowledge component.

The Programme Outcomes, Programme Specific Outcomes (PSOs) and Course Outcomes (COs) are published at Institution Website ([www.milagrescollege.edu.in](http://www.milagrescollege.edu.in)): and can be accessed by all the stakeholders.

Departmental files: All the departments maintain a file containing the signed copy of Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the program.

Student's notice board: POs, PSOs and COs of each programme is displayed in the students notice board.

Curriculum feedback: Periodic feedback on curriculum is obtained from stakeholders.

Library: The college library keeps a file containing Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) for easy access to students, faculty and other stakeholders.

File Description	Document
COs for all courses (exemplars from Glossary)	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 2.6.2 Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution

#### Response:

Ideal education aims at the attainment of a holistic development of the student. Programmes are designed in such a way that the students are trained into responsible citizens capable of gainful employment. The institution, being aware of its responsibility, organises the teaching-learning strategies so that students are able to equip themselves with the proposed outcomes of the programmes. Once the ideal teaching-learning is in place, and then comes the evaluation. The institution being an affiliated College, it does not have much leverage in terms of evaluation. However the Institution plans newer innovative strategies of evaluation keeping in mind the broad guidelines of the University. The student's capabilities in terms of understanding the course outcomes are evaluated through comprehensive testing methods.

The process of attainment of POs, PSOs, and COs, starts with developing appropriate COs for each course in the undergraduate courses. The course outcomes (COs) are developed by the respective faculty in charge based on the curriculum and need of the industry. The attainment of the programme outcomes and programme specific outcomes are assessed at a weighted average of direct assessment and indirect assessment. The assessment weightage of 70% is given to direct attainment and 30% to indirect attainment. The direct and indirect method of attainment of program outcomes and program specific outcomes are:

**Direct Method:** The student performance in the examinations during the end of each semester in each course is used as a medium to assess the level of attainment of POs and PSOs through the mapping of questions to course outcomes and Programme Outcomes. The linking and mapping of semester examination questions with POs for all the courses in the programme is assessed and maintained by the faculty in charge and program coordinators.

**Indirect Method:** The comprehensive feedback system is followed and feedback is collected from the students at the end of the programme, which assess the attainment of POs and PSOs. Additionally, student performance in co-curricular, extra-curricular, extended learning, job placement, higher studies are used as a tool for the assessment of POs and PSOs.

The course outcomes are assessed based on mid-semester internal examination, semester end examination, and other student centric assessment methods like assignments, seminars, projects, GDs, quiz.

The tools of assessment of course outcomes are multifarious. Question papers are set based of scientific testing methods so that the student's grasping capacity is measured. There are two mid-semester internal

examinations conducted for each course in a semester.

End semester examinations are conducted by the affiliating University focused on attainment of course outcomes and program outcomes through a comprehensive descriptive method.

Besides the written examinations assignment/seminars are assigned to each student covering COs and POs throughout the programme in each course. Marks are assigned depending on student performance.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

### 2.6.3 Average pass percentage of Students

**Response:** 76.28

2.6.3.1 Total number of final year students who passed the examination conducted by Institution.

Response: 119

2.6.3.2 Total number of final year students who appeared for the examination conducted by the institution

Response: 156

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

## 2.7 Student Satisfaction Survey

**2.7.1 Online student satisfaction survey regarding teaching learning process**

**Response:** 3.74

## Criterion 3 - Research, Innovations and Extension

### 3.1 Resource Mobilization for Research

**3.1.1 Grants for research projects sponsored by government/non government sources such as industry ,corporate houses, international bodies, endowment, chairs in the institution during the last five years (INR in Lakhs)**

**Response:** 0

3.1.1.1 Total Grants for research projects sponsored by the non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year-wise during the last five years(INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

**File Description**

**Document**

List of project and grant details

[View Document](#)

**3.1.2 Number of research projects per teacher funded, by government and non-government agencies, during the last five year**

**Response:** 0

3.1.2.1 Number of research projects funded by government and non-government agencies during the last five years

3.1.2.2 Number of full time teachers worked in the institution during the last 5 years

### 3.2 Innovation Ecosystem

**3.2.1 Institution has created an ecosystem for innovations including incubation centre and other initiatives for creation and transfer of knowledge**

**Response:**

The college within constraint parameters of being affiliated has created an ideal ambience for generation and transfer of knowledge. Innovation and creativity are the two factors that set any institution par excellence. The college takes pride in mentioning some of the activities that create an ecosystem for innovation, creation, and transfer of knowledge.

Although the College does not have a separate Incubation Centre, the students by using the Library and the Food Production laboratory have come up with innovative ideas which have enhanced the theoretical and practical knowledge.

The Library serves the purpose of being a platform for research and creative knowledge. The students of the B.Com and BBM stream have taken up books of their choice available in the library and also the remote access Inlibnet. The outcome of such efforts is book review with presentation. The students have come up with research papers in National Conference Samanvay 2016 and 2017, Bhasha Sangam - 2018 yet another National Conference.

The Food Production laboratory has not only been an area where students have gained practical knowledge of the subject but where students have begun innovation and creativity in their culinary skills. The faculty and the students have succeeded in creating dishes with the fusion of the Indian and the continental with a special tinge of the locally available ingredients and the signature flavour. The student's originality and innovation is found in the preparation of cocktails, the variety of salads and cake designing.

The students of the Food Nutrition and Dietetics program (FND) have conducted diet counseling on parents and students who visited college during open house an exposure program for the Pre-University students (Edu. Fair) in 2018. The survey and checkup data was based on Body mass index (BMI), BP checkup, HB Count, Height and weight.

A health survey on 'Nutritional Knowledge among Students' was conducted by visiting 3 different colleges in and around Mangalore. It was a collective survey conducted by 5 teams of FND students. The survey was also conducted within the college. A detailed survey report and analysis is been done.

The college has taken initiative to revive the ancient and dying culture 'Ghumat' a traditional percussion instrument in the form of a drum. Around 50 students were part of a certificate program that made them adept at using Ghumat. The students gave a new outlook to it in the form of reviving it by staging it at different platforms.

A research work 'Roce ceremony' a catholic marriage tradition of the people of South Kanara in its original form was conducted by the Principal of the college. This is a research that makes public the significance and nuances of a tradition, the meaning of which may not be known to many. This research has created a interest in the students to explore such related areas of interest.

Hence it can be expected that these fledgling steps towards innovation and initiative to create and transfer of knowledge may bloom into new areas of research in the future days.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

### 3.2.2 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the last five years

**Response:** 37

3.2.2.1 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-

Academia Innovative practices year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
15	5	3	8	6

File Description	Document
List of workshops/seminars during the last 5 years	<a href="#">View Document</a>

### 3.3 Research Publications and Awards

**3.3.1 The institution has a stated Code of Ethics to check malpractices and plagiarism in Research**

**Response:** No

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

**3.3.2 The institution provides incentives to teachers who receive state, national and international recognition/awards**

**Response:** No

File Description	Document
Any additional information	<a href="#">View Document</a>

**3.3.3 Number of research papers per teacher in the Journals notified on UGC website during the last five years**

**Response:** 0

3.3.3.1 Number of research papers in the Journals notified on UGC website during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
List of research papers by title, author, department, name and year of publication	<a href="#">View Document</a>

### 3.3.4 Number of books and chapters in edited volumes/books published and papers in national/international conference proceedings per teacher during the last five years

**Response:** 2.36

3.3.4.1 Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
19	8	12	4	0

#### File Description

#### Document

List books and chapters in edited volumes / books published

[View Document](#)

## 3.4 Extension Activities

### 3.4.1 Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years

**Response:**

The College is conscious of its responsibilities in shaping students into responsible citizens of the country by making them aware of social issues. The extension and outreach activities function under the banner of National Service Scheme (NSS), Outreach Unit (Sahayoga), Youth Red Cross (YRC) and Milagres College Alumni Association (MICA). The objective of extension activity is to sensitize and strengthen the link between the college and society.

The annual NSS special camp is held every year to cater to the needs of the community by engaging in digging of pits for construction of toilets in villages, making paths and roads, stabilizing village mud roads, creating awareness on health and sanitation, rain water harvesting, awareness programs on voting rights, etc. Apart from these, several other noteworthy activities such as awareness on Dengue and Malaria prevention, Drug abuse and Human trafficking, Blood donation, Anti-ragging and cleaning the premises of government hospitals, awareness on plastic menace and beach cleaning have helped the society and students extensively. The NSS of the college conducts awareness on the need of organ donation by staging street plays at strategic locations in the city. The camps and awareness programs have sensitized their understanding of various social issues.

The NSS has reached to the needy by lending a helping hand to the victims of natural calamities by raising a fund amounting Rs 62,500/- to the state of Jammu & Kashmir in 2014. In 2018, NSS and outreach cell 'Sahayoga' along with other units such as MICA have helped the victims of Kerala state and Kodagu District of Karnataka by raising a fund amounting Rs 50,000/- and 25,000/-each respectively. Students are motivated to participate in the awareness programs like hazards created by plastics in the environment and

realize the need for cleanliness in human welfare. They also participate in various leadership programs organized by constituent and affiliated colleges of Mangalore University.

College has established an Outreach Unit called ‘**Sahayoga**’ which aims at “*Service to Mankind*”. The ‘Sahayoga’ organizes visits to old age homes, home for the poor, orphanages and hospitals wherein students take part and render service through manual labour. Visit to D- LINK - Integrated Rehabilitation Centre for addicts believes in educating students against illegal substance abuse and Illicit Trafficking. Students’ interaction with the inmates has created a bonding with the community around them and made them realize their role in becoming catalysts of change to build a better society

YRC regularly organizes blood donation camps in collaboration with Lion’s Club, Rotary Club, Fr. Muller’s Hospital, District Wenlock Hospital, etc. and also donates blood during emergency.

Engagement of students in these activities is the first window to observe life closely at the grassroots. They become sensitive to the challenges of a developing society like ours and observe the challenges they pose towards development potential of people. The extension activity has sensitized the students to the various social issues and social responsibilities, which in turn has helped them in their holistic development as responsible citizens with moral values.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

### 3.4.2 Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

**Response: 2**

3.4.2.1 Total number of awards and recognition received for extension activities from Government /recognised bodies year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	2	0	0

File Description	Document
Number of awards for extension activities in last 5 years	<a href="#">View Document</a>

### 3.4.3 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 last five years

**Response: 60**

3.4.3.1 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
17	7	7	15	14

File Description	Document
Number of extension and outreach programs conducted with industry,community etc for the last five years	<a href="#">View Document</a>

**3.4.4 Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years**

**Response: 74.65**

3.4.4.1 Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
578	476	422	265	50

File Description	Document
Average percentage of students participating in extension activities with Govt. or NGO etc.	<a href="#">View Document</a>

### 3.5 Collaboration

**3.5.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc during the last five years**

**Response: 8**

3.5.1.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
4	3	0	1	0

File Description	Document
Number of Collaborative activities for research, faculty etc.	<a href="#">View Document</a>

**3.5.2 Number of functional MoUs with institutions of National/ International importance, Other Institutions, Industries, Corporate houses etc., during the last five years (only functional MoUs with ongoing activities to be considered)**

**Response: 2**

3.5.2.1 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years (only functional MoUs with ongoing activities to be considered)

2018-19	2017-18	2016-17	2015-16	2014-15
2	0	0	0	0

File Description	Document
Details of functional MoUs with institutions of national, international importance, other universities etc during the last five years	<a href="#">View Document</a>

## Criterion 4 - Infrastructure and Learning Resources

### 4.1 Physical Facilities

**4.1.1 The institution has adequate facilities for teaching- learning. viz., classrooms, laboratories, computing equipment, etc.**

**Response:**

Milagres College is housed in a four storeyed building constructed in 2016. This building provides a soothing, conducive and pleasing environment for learning.

There are 15 classrooms equipped with ceiling mounted LCDs, fixed green chalkboards and Ethernet connectivity for effective learning and dissemination of knowledge. There is a provision for portable LCD projectors too. This enables the students to have vivid learning and acquire optimum usage. Apart from classrooms, there are facilities like conference hall, auditorium and library. The entire College building is equipped with CCTV surveillance for security purposes. Fire extinguishers for all kinds of fires and fire hose lines are installed at every floor. The building has elevator facilities.

For the convenience of students, each floor has separate ladies and gents' washrooms and rest rooms. Purified drinking water facilities is available on all floors. All floors have separate ladies and gents' staffrooms with attached washrooms. All the staffrooms have intercom and computer with internet facility to enable them to prepare for their classes.

The computer laboratory has 50 computers with internet connection, which serves as a learning aid for all students. It is well lit and designed to the needs of the students and enables the lecturers to teach the students. The staff are provided computers with internet connection at the department level. The College houses a library with 7757 books and INFLIBNET facility to help teachers and students to update themselves. The library subscribes to 12 journals, 12 Magazines and 10 Dailies.

The College provides ample opportunities for the Hotel Management students to develop their culinary and service skills. The food production laboratory can accommodate 40 students at a given time for practicals. The laboratory includes state of the art equipment's, which are in line with the industrial standards. The food production laboratory serves as an incubation centre in the field of creating innovative products.

Food and beverage service training laboratory is well equipped with essential cutlery and crockery items. In order to acquaint the students with various types of glassware which is used at the bar or restaurant service provision is available. State of the art Gueridon trolley for teaching the students about flambé method of cooking and live presentation techniques is provided.

Students get trained in aspects of cleaning and setting a hotel room at the Housekeeping laboratory and model guestroom. Front office laboratory is based on the model of a hotel where students are trained to carry on aspects of the hotel guest cycle.

Food, Nutrition and Dietetics laboratory is where the students conduct experiments in biochemistry, biology and human physiology. Innovative strategies are taken up for students in the laboratory. Students make use of the classroom learning by using the laboratory for blood grouping and thus theory is put into practice.

There are effective spaces in the college such as auditorium, seminar hall, air-conditioned conference hall which are used for various learning activities. The stock registers for all the labs have been maintained and the entries are updated and checked every 6 months.

File Description	Document
Any additional information	<a href="#">View Document</a>

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

##### Response:

The College believes in the adage “mens sana in corpore sano”- a sound mind in a sound body. There are two playgrounds, one within the College campus and another situated around 500-meters away from the College. The ground within the campus consists of outdoor games facilities such as football, basketball, throw-ball and volleyball. The grounds are used on regular basis during the morning and in the evening for practice.

Efforts are made to provide the best of facilities to the students be it indoor or outdoor games including athletics. College initiates the students to take part in extra-curricular and co-curricular activities such as sports, games cultural and inter-collegiate activities.

The College has sufficient facilities for full-fledged sports activities, which provides necessary facilities for conducting Sports and Games. The institution has a sports room wherein the office of the physical director is located. Sports equipments are stored there. Indoor games are also given prominence where students take active interest in games such as carrom, chess and table tennis.

The College has established a gymnasium with necessary equipments. The students and staff make use of this facility. The gymnasium is open to the public on membership basis.

Keeping in mind the intellectual and mental growth of the students, regular yoga training is provided by external experts. It is also a part of add-on certificate course, which is held every Saturday.

A group of teachers identify the talents of the students after proper audition and train them in cultural activities. The College provides scope for such regular talents exhibition by conducting events like variety entertainment, Talents day, Singing competition, Rangoli competition, etc. Training is provided by professionals in dramatics, dance and singing on a regular basis. The fine arts association conducts inter-collegiate, inter-class cultural events at regular intervals. The College has a choir which regularly brings laurels to the College by participating in various inter-collegiate and university fests. Students are trained in instruments like Guitar, Keyboard and the traditional instrument Ghumat. The Ghumat, a traditional, cultural form of instrumental music of the coastal Konkani speaking community is revived in the College. With assistance from the Konkani Sahitya Academy, the College organised a diploma course for a group of 50 students. The trained students of Ghumat have performed at various platforms within and outside the city. The College is proud to have revived a dying tradition and significantly creating interest in the youth. A variety of cultural programmes are performed by the students under the guidance of the Fine Arts

Association at the Annual Day and other College events. The range of Co-curricular learning is rooted in belonging to different student associations (debating, music, best manager, turncoat, mock interview, eco club, NSS, sports, etc.). Each association has a faculty member and student representative who plan and oversee the execution of the events. In providing adequate facilities for sports, games, academic and cultural the college focuses all its resources aimed at students' holistic development and prepare them to face global challenges boldly.

File Description	Document
Any additional information	<a href="#">View Document</a>

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

**Response:** 88.24

##### 4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 15

File Description	Document
Number of classrooms and seminar halls with ICT enabled facilities	<a href="#">View Document</a>

#### 4.1.4 Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.

**Response:** 28.5

##### 4.1.4.1 Budget allocation for infrastructure augmentation, excluding salary year-wise during the last five years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
11.80	14.80	59.50	2.30	0.60

File Description	Document
Details of budget allocation, excluding salary during the last five years	<a href="#">View Document</a>
Audited utilization statements	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 4.2 Library as a Learning Resource

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

#### Response:

Description of ILMS is as follows:

- Name of the ILMS Software : Easy lib.
- Nature of automation : Partial
- Version : 4.3.3
- Year of Automation : 2018-19

Milagres College Library is housed in the 3rd Floor of the College building with in an area of 135sq.mts. with a reading room, stock room, information desk cum circulation centre for free access to students and faculty. Library is equipped with 120 seating capacity and is open from 8:30am to 5:00pm. The library supports the teaching and research objectives of the college. It follows simple circulation procedures. Library is partially automated. Although it is enabled with IT facilities, the college is speculating and trying its best to automate the library thereby to enable it with ILMS. It has a separate reading section for the staff and has access for e-resources and CD's/DVD's.

The automated library facilities an easy access to knowledge material to faculty and students. This system provides an impetus for inquisitive minds to widen the horizon of knowledge boundaries and to enquire into research field towards higher studies. With such an introduction there is an atmosphere of avidity for knowledge among the faculty and students. In fact, it is encouraging to note that the faculty and students take personal interest in enhancing their knowledge. The college plans to improve upon the present system in order to make available further better facilities in the use of library.

EASYLIB Integrated Library Management Software is used for library transactions. Partial Library automation was started with the purchase of Easy Lib Software, Version: 4.3.3 in 2018.

The Library has National Library and Information Services (NLIST) - UGC which has an access for the e-resources (6,000+ e-journals and 31, 35,000+ e-books).

Facilities to access e- publications and e- resources are provided through NLIST to students and faculty members. Periodically updating the list of books and reminders, acquisition of serial, maintain issue records, sending reminder of missing issues, binding lists are being donethrough manual method.

The Library Advisory Committee functions for the development of the library system to be of optimum use to students and faculty. The following initiatives and activities have been taken up by Library Advisory Committee: It serves as the bridge between the Librarian and Management and also between Librarian and users. It plays an important role in deciding the infrastructural requirements of the library, particularly with regard to purchase of books, journals and providing access of online journals to the Departments. Explains and emphasizes the use of Digital Library facilities by students & staff.

File Description	Document
Any additional information	<a href="#">View Document</a>

#### 4.2.2 Collection of rare books, manuscripts, special reports or any other knowledge resources for library enrichment

##### Response:

The College Library plays a very important role in widening the horizon of knowledge. As a curated collection of sources of information and similar resources, selected by experts and made accessible to a defined community for reference or borrowing the library provides physical and digital access to material. The college library functions with an information desk cum circulation counter, a spacious reading hall for students with a seating capacity of 120, a reading section for staff, a stack room with open access and a counter for Librarian. The main aim of the college library is to acquire, organize and provide access to various kinds of information sources including books, journals, magazines, dailies, etc. It started with 515 books. At present it has a collection of 7,757 books on the accession register along with, 12 Journals, 12 Magazines, 10 Dailies, 85 CDs & DVDs and 1 Online Database. We are proud that our library has a collection of 66 rare books, some of them as old as 1836. The library consists of books pertaining to Commerce and Management, Hotel Management, Food, Nutrition, Dietetics, Computer Science, English, Kannada, Konkani, Hindi, Tamil and Tulu languages and literature.

The Library Advisory Committee consists of the Principal, the Librarian and senior faculty. This committee takes the responsibilities of decisions regarding the improvement of infrastructural facilities and library services. The college library is yet to procure manuscripts. Librarian of the college hold all responsibilities to take decisions regarding the improvement of infrastructural facilities and library services. The college library is yet to procure manuscripts.

Facilities to access e-publications and e-resources are provided through N LIST programme for both students and faculty members.

The Library holds an exhibition once a year to display some of the treasures of the collection. This exhibition enables the Library to share a wide variety of rare items with scholars, students and the general public. The holdings of the library are generally classified into two sections namely the Reference Collection and the Subject Collection. A Reference Collection highlights various articles which include General Knowledge texts, Encyclopedias, Year books and other collections. Subject indicators are placed on the racks to find the books on the shelves.

Similarly, religious collections that are unique in nature are also preserved.

##### Duties of the Librarian:

1. Cataloguing and accessioning – Creates the records of all the books and non-books. Each record has the fields such as Title, author, editor, publisher's name and place, edition, edition year, etc.
2. Maintaining Circulation records – Issue and return of books

3.Users Details – Creates records of all the users of the library.

4 records of Periodicals – Maintains the records of all the periodicals subscribed.

5. In/out management – Records walk-in and walk-out of the students, by maintaining register.

6.Reporting – Various reports like list of books/non-books, new additions, list of journals, statistics

about walk-in/out, circulation statistics, payment of fine, etc. OPAC (Online Public Access Catalogue) – Used for retrieval/location, reservation of books, etc.

File Description	Document
Any additional information	<a href="#">View Document</a>

#### 4.2.3 Does the institution have the following:

- 1.e-journals
- 2.e-ShodhSindhu
- 3.Shodhganga Membership
- 4.e-books
- 5.Databases

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

**Response:** A. Any 4 of the above

File Description	Document
Details of subscriptions like e-journals,e-ShodhSindhu,Shodhganga Membership etc	<a href="#">View Document</a>

#### 4.2.4 Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)

**Response:** 0.84

4.2.4.1 Annual expenditure for purchase of books and journals year-wise during the last five years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
0.86188	0.85187	1.32008	0.66448	0.48873

File Description	Document
Details of annual expenditure for purchase of books and journals during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 4.2.5 Availability of remote access to e-resources of the library

**Response:** Yes

File Description	Document
Any additional information	<a href="#">View Document</a>

#### 4.2.6 Percentage per day usage of library by teachers and students

**Response:** 15.89

##### 4.2.6.1 Average number of teachers and students using library per day over last one year

Response: 96

File Description	Document
Any additional information	<a href="#">View Document</a>

### 4.3 IT Infrastructure

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

**Response:**

The College aims at providing futuristic facilities to its staff and students so that they can utilize these resources to reach greater heights. To enable this, the institution frequently enhances these facilities to innovate teaching, learning and evaluation systems and thus enable the staff and students towards higher achievements.

LCD projectors, computers and all the IT related requirements are put to use. Along with high-speed internet facility antivirus has been installed to secure the usage. The internet speed has been enhanced to 50 MBPS. The CCTV installed at strategic places helps to monitor the campus activities as well as security

purposes.

The College is facilitated with 77 computers, which include 50 computers at the computer laboratory that are accessible to the students as well as the teachers for academic and co-curricular purposes. There are 3 printers cum scanners, 2 reprography machines, 1 scanner and 3 printers in the office, staffrooms, library, exam branch and laboratories respectively to augment the IT facilities in the College. 3 laptops are provided to the staff members for the classroom presentation. The Computer Laboratory also has a dedicated LAN server connection and UPS facility. There are classes on Basic Computer – MS Office (Word, Excel and PowerPoint) conducted for the students as an add-on course. Bio-metric provision is in use to record the attendance of the staff.

Maintenance of all IT related matters is done regularly. A full-time system administrator handles and rectifies the minor complaints and major complaints are sorted out by our outsourced agent Emdees.

Ethernet connectivity is available in all the lecture rooms. Students make use of this facility during their classroom presentation. The borrowing of books in the library is digitized by the use of Integrated Library Management System (ILMS) software. INFLIBNET facility provides access to selected scholarly electronic journals and databases in different disciplines to teachers and students.

The fees payment and receipt generation is made automated through the use of software designed by Aprta Technologies. Information regarding examinations, meetings, information to staff during vacation, readmission, etc. is made known through SMS. In case a student is absent from College the same is intimated to the parents through SMS via the ERP app.

Information about upcoming events is available on the website [www.milagrescollege.edu.in](http://www.milagrescollege.edu.in) which is contracted to Chillipages, a software provider. This information includes the time and date along with details about the event. Following the completion of the event, photographs and minutes of the event are also uploaded. This allows the parents to be aware of the programs being conducted in College as well. For easier communication, circulars including important notices to students and parents are also posted online. The academic calendar as well as the course information is also updated in the beginning of academic year. There is a website coordinator who ensures that College website is updated from time to time, moreover all important notices concerning academics, examinations, fests and upcoming events are uploaded on the website duly approved by the coordinator and Principal.

File Description	Document
Any additional information	<a href="#">View Document</a>

#### 4.3.2 Student - Computer ratio

**Response:** 10.14

File Description	Document
Any additional information	<a href="#">View Document</a>

**4.3.3 Available bandwidth of internet connection in the Institution (Lease line)****>=50 MBPS****35-50 MBPS****20-35 MBPS****5-20 MBPS****Response: >=50 MBPS****File Description****Document**

Any additional information

[View Document](#)**4.3.4 Facilities for e-content development such as Media Centre, Recording facility, Lecture Capturing System (LCS)****Response: No****File Description****Document**

Facilities for e-content development such as Media Centre, Recording facility,LCS

[View Document](#)**4.4 Maintenance of Campus Infrastructure****4.4.1 Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years****Response: 100**

4.4.1.1 Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component year-wise during the last five years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
73.26475	77.57918	60.58412	32.33127	30.07855

**File Description****Document**

Details about assigned budget and expenditure on physical facilities and academic facilities

[View Document](#)**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.****Response:**

The College follows established systems and procedures for maintaining and utilizing the building in a regular on-going process.

To ensure proper maintenance of the building, a committee looks into the maintenance and repair of the building or any other physical infrastructure requirement. Routine services or maintenance is done at regular intervals. A record book of physical maintenance requirements is maintained for various services like electrical, plumbing and housekeeping. The staff-in-charge who work here on the maintenance of the College will report regularly about the breakage of instruments and devices to the higher authority. The College has a contract with dedicated team of electricians, plumbers, carpenters and other personnel who provide service for repairs and maintenance regarding the physical infrastructure of the College and hostels.

The Management of the College creates necessary arrangements for adding new academic infrastructure in the College as per the needs of the Departments/College. It also carries out the required civil works in the College such as whitewashing, constructing / renovating buildings and other repair works.

The cleanliness of the classrooms, seminar hall, laboratories, faculty rooms, office, library corridors and washrooms is maintained on daily basis by the housekeeping staff. Every laboratory is assigned with a staff-in-charge to oversee the requirement and equipments and a separate stock register is maintained to track the instruments and chemicals. The stock registers are updated at the end of each semester. Stock verification of the Departments is done under the supervision of the head of the department and the consolidated report is handed over to the maintenance in charge.

Annual Maintenance Contract (AMC) is entered into with the agencies dealing with the maintenance of elevators, water purifiers, Aqua guards, air conditioner, ERP Software and College website.

The College has made effective arrangements for uninterrupted power supply by installing a 125kVA acoustic generator. To have bulk power supply, the College has installed transformer and High-Tension (HT) power controller unit within the campus. Within the College building LED lights and 2 solar lights are installed as a power saving and eco- friendly measure. The solar lights are installed with automatic timer unit (6:00 pm to 6:00 am), which saves manpower by its process of functioning.

The system administrator monitors the use and maintenance of the computer laboratory in the College and also manages and updates the College website.

The classrooms, computer Lab, departments, library, principals' chamber and administrative section have Uninterrupted Power Supply (UPS) and have been upgraded with ICT enabled facilities. Closed-Circuit Televisions (CC TV) are installed throughout the campus.

The laboratory equipment's maintenance is done through the help of the staff and external experts, if necessary. Fire extinguishers are installed at every floor and laboratory. An LED TV is installed at the ground floor which displays the events and activities of the college.

Permanent classrooms are allocated to all the batches. Wooden furniture like chairs, tables, desks, high

and low benches and platforms are repaired and painted/polished as and when required. All the laboratories are used simultaneously as and when the practical classes are assigned. The equipments, instruments and items for use in laboratories are purchased after prior approval and scrutiny to ensure optimal utilization of funds allocated to the respective departments each academic year.

The College has established a gymnasium with necessary equipments. The students and staff make use of this facility. The gymnasium is open to the public on membership basis. The playground is used for regular practice both in the morning and evening. A stock register is maintained by the physical director for the entry of sports equipments.

A well-qualified librarian looks into the functioning of the library. The College library is well equipped with Integrated Library Management System (ILMS) namely EasyLib Software and NLIST e-Resources. A daily register book is maintained for documenting the entry and exit of the staff and students. The Library has rationalised the number of borrowings and due date is fixed to ensure appropriate circulation of books for better utilization. Internet browsing facility is provided for the students in the Library. College Library Advisory Committee includes faculty members of all departments. Regular meetings are conducted to plan funds allocation and utilization. The committee concerns itself with the purchase issue and up-gradation of library facilities.

The College has a well-designed policy of enhancing infrastructural facilities as a method of ensuring academic excellence. Optimal use of the space is strategically planned. The Central, State organizations, NGO's and private associations make use of the facilities to conduct training sessions, examinations, seminars, events and to hold public functions like marriages and other ceremonies. A well-defined policy is chalked out by the management to rent out the space to external agencies. The Laboratory of the Department of B.Sc. in Hospitality Science and B.Sc. in Food, Nutrition and Dietetics are used for conducting short-term courses on culinary arts and awareness on food nutrition and hygiene for the public. Add on certificate course in culinary arts for the student of various streams is conducted once a week. Diploma course in flaring skills and mixology is offered for students as well as the public.

Importance is given to create a Green environment at the college campus. A small garden with potted plants consisting of medicinal plants and vegetables has been planted in the campus. A full time gardener is appointed for its maintenance. As the College has a production lab, there is a lot of degradable waste that is generated. Such waste is decomposed using a compost pit and the manure thus produced is used in the garden. The non-degradable garbage is cleared by the Mangalore City Corporation. Thus, the College has created an eco-friendly atmosphere by using compost made from the degradable waste.

File Description	Document
Any additional information	<a href="#">View Document</a>

## Criterion 5 - Student Support and Progression

### 5.1 Student Support

#### 5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

**Response:** 6.91

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
59	72	14	1	24

File Description	Document
Upload self attested letter with the list of students sanctioned scholarships	<a href="#">View Document</a>
Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 5.1.2 Average percentage of students benefited by scholarships, freeships, etc. provided by the institution besides government schemes during the last five years

**Response:** 41.73

5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution besides government schemes year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
116	295	214	140	182

File Description	Document
Number of students benefited by scholarships and freeships besides government schemes in last 5 years	<a href="#">View Document</a>

**5.1.3 Number of capability enhancement and development schemes –**

1. For competitive examinations
2. Career counselling
3. Soft skill development
4. Remedial coaching
5. Language lab
6. Bridge courses
7. Yoga and meditation
8. Personal Counselling

**A. 7 or more of the above**

**B. Any 6 of the above**

**C. Any 5 of the above**

**D. Any 4 of the above**

**Response:** A. 7 or more of the above

File Description	Document
Details of capability enhancement and development schemes	<a href="#">View Document</a>
Link to Institutional website	<a href="#">View Document</a>

**5.1.4 Average percentage of student benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years**

**Response:** 35.98

5.1.4.1 Number of students benefited by guidance for competitive examinations and career counselling offered by the institution year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
379	127	125	126	119

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 5.1.5 Average percentage of students benefited by Vocational Education and Training (VET) during the last five years

**Response:** 0

#### 5.1.5.1 Number of students attending VET year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Details of the students benefitted by VET	<a href="#">View Document</a>

### 5.1.6 The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

**Response:** Yes

File Description	Document
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View Document</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 5.2 Student Progression

### 5.2.1 Average percentage of placement of outgoing students during the last five years

**Response:** 22.79

#### 5.2.1.1 Number of outgoing students placed year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
61	32	23	25	13

File Description	Document
Self attested list of students placed	<a href="#">View Document</a>
Details of student placement during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 5.2.2 Percentage of student progression to higher education (previous graduating batch)

**Response:** 16.67

#### 5.2.2.1 Number of outgoing students progressing to higher education

Response: 27

File Description	Document
Upload supporting data for student/alumni	<a href="#">View Document</a>
Details of student progression to higher education	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 5.2.3 Average percentage of students qualifying in State/ National/ International level examinations during the last five years (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)

**Response:** 32.37

#### 5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil services/ State government examinations) year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
7	1	0	0	2

#### 5.2.3.2 Number of students who have appeared for the exams year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
19	1	0	0	8

File Description	Document
Upload supporting data for the same	<a href="#">View Document</a>
Number of students qualifying in state/ national/ international level examinations during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 5.3 Student Participation and Activities

#### 5.3.1 Number of awards/medals for outstanding performance in sports/cultural activities at national / international level (award for a team event should be counted as one) during the last five years.

**Response:** 30

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

2018-19	2017-18	2016-17	2015-16	2014-15
14	6	6	3	1

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at national/international level during the last five years	<a href="#">View Document</a>
e-copies of award letters and certificates	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 5.3.2 Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution

**Response:**

The college believes in a transparent democratic system by providing representation to the students in the

various bodies and committees. The Student Council is a body of the students supervised by class advisors and all the HOD's of various streams. The objective of the council is to provide equal opportunity to students in order to enhance their leadership and organising skills at various occasions throughout the academic year.

The Students' Council consists of :

- Director - The College Principal
- Coordinator – A selected Senior Faculty
- Student Welfare Officer - Selected Faculty
- President - A final year student chosen from the class Representatives
- Vice President –A second year student chosen from the class Representatives
- Secretary - From the Class Representatives
- Joint Secretary - From the class Representatives
- Class Representatives – Elected by the students of a particular section/ class
- Secretaries – From the members of co-curricular/ Extra-curricular Associations.

As per the norms by the Management and the Principal, student council is formed by election and selection method by the appointed committee. The President has the general responsibility for coordinating, directing and overseeing the activities of student council. The office bearers are elected in the beginning of the academic year and their term ends at the end of the academic year.

The activities of the Council are carried out through associations like

- Fine Arts Association: A platform to execute the talents
- NSS: Service Oriented programme and special camps will be organized
- Commerce and Management: Organizes Inter-collegiate Fest and Competitions
- Sports: Organizes Annual sports meet and conduct various sports related activities
- Youth Red Cross: Conducts special Blood donation camps and talks on health and hygiene
- Grievance Redressal Cell: Grievances will be handled by the committee
- Women's Cell: Issues related to girl students will be handled
- Eco Club: Green initiatives, planting activities will be conducted
- Hospitality association: Related to Culinary arts
- Library association: Library day, book exhibition will be organized
- Outreach unit- Sahayoga' Organizes Extension Activities
- Anti-ragging cell, SC/ST grievance cell, Human Rights cell etc

It also provides leadership during special occasions like College Day, Sports Day, Teacher's day, Avishkar, Food Festival, Inter-collegiate Fests, Conferences, Workshops, Blood Donation Camps etc. Regular meetings are held to discuss and plan programmes related to Students' Council Inauguration, Talents Day, Inter-class /Inter-collegiate competitions, Celebrations of Important days and routine activities. Students become a part of various committees which organise programmes like seminars, workshops, extension activities etc. Student Council is involved in social concern programmes, mobilizes funds, conducts assembly in a unique manner. Student's grievances are referred to the student grievance redressal cell and the committee deals the grievances in an amicable manner.

Student representatives are in such mandatory committees where their presence is required

The associations conduct various programmes to develop student competencies in co-curricular and extra-curricular areas. The associations plan their activities of the year and invite experts from the industry, trade and commerce and the academic field. The 'farewell' for the final year students is also undertaken by student council.

<b>File Description</b>	<b>Document</b>
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 5.3.3 Average number of sports and cultural activities/ competitions organised at the institution level per year

**Response:** 9.2

5.3.3.1 Number of sports and cultural activities / competitions organised at the institution level year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
13	13	7	7	6

<b>File Description</b>	<b>Document</b>
Report of the event	<a href="#">View Document</a>
Number of sports and cultural activities / competitions organised per year	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 5.4 Alumni Engagement

**5.4.1 The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years**

**Response:**

The college has an alumni association known as Milagres College Alumni Association (MCAA). The alumni association was registered on 4-5-2019 with a registration number DRDK/SOR/23/2019-2020. The main objective of the alumni association is to create and maintain a lifelong relationship of the students between the institute and its alumni. MCAA is an active body with many alumni as its members. It closely associates itself significantly with the development of the institution through financial and non-financial means. MCAA cherishes and preserves its relationship with its alumni by inviting them to all the

important events. The college conducts meetings with its Alumni Association which provides a platform to the former students to provide suggestions for the improvement of the college.

An alumni meet as well as reunion day is organised every year. A separate slot is reserved for the alumni in the cultural activity of the College Day programme. Many of the alumni extend their support the College during the annual Sports Day. The alumni committee members are in contact with the old students of the college and take active part in the advisory committee meetings of the college in shaping the future of the students. It plays a crucial role in enrolling new members to the alumni association and serves as an important liaison between the past and the present student fraternity.

2016-19 batches of commerce students left their legacy in the college by way of presenting a wall clock. Yet another batch of the same period donated an LED TV which is installed at the lobby near the Principal's chamber which displays the events and achievements of the college.

They are also invited as resource persons where they share their experiences with the students that enable them prepare themselves for the competitive world. The alumni are invited for all the formal functions of the college. The alumni have been generous in helping and extending their support to the outreach and NSS unit of the college in matters of social concern. The institution collaborates with the alumni through the Alumni Association meetings in which distinguished alumni interact with teachers and students. Every year the students are requested to fill the feedback form before they receive their certificates. The data is collected and analysed and used for the development of the college. Students are encouraged to involve themselves in the activities of the association. They are motivated to take life membership of the association.

There is an alumni office within the campus in Milagres Boys Hostel Room No. 001, Door No. 14-5-606-1 for the convenience of office bearers and members to conduct their meetings. Alumni office bearers namely the President and the Secretary being the members of IQAC, contribute their suggestions for the betterment of the college. The Alumni are well settled within the country and abroad. The alumni committee always keeps in touch with the college and is a close and well-knit body that always has the growth of the organisation as its major concern.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

#### 5.4.2 Alumni contribution during the last five years(INR in Lakhs)

? 5 Lakhs

4 Lakhs - 5 Lakhs

3 Lakhs - 4 Lakhs

1 Lakh - 3 Lakhs

**Response:** <1 Lakh

File Description	Document
Alumni association audited statements	<a href="#">View Document</a>

#### 5.4.3 Number of Alumni Association / Chapters meetings held during the last five years

**Response:** 4

##### 5.4.3.1 Number of Alumni Association /Chapters meetings held year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
3	1	0	0	0

File Description	Document
Number of Alumni Association / Chapters meetings conducted during the last five years.	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Report of the event	<a href="#">View Document</a>

## Criterion 6 - Governance, Leadership and Management

### 6.1 Institutional Vision and Leadership

#### 6.1.1 The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution

##### Response:

The College is a religious minority institute administered by the Catholic Board of Education with the mission “Gearing up our education apostolate through moral and spiritual values and making it life enhancing specially for the poor and the marginalized. The leadership is concerned with education of boys and girls irrespective of caste, creed, color or religion”. The administration believes in providing a holistic education to the student community. The Vision and Mission of the College are formulated keeping in mind our motto “Passion for Perfection.”

##### VISION

Empowering the youth through value based education to enhance the quality of life and build a better future.

##### MISSION

- To instill in our students a Passion for Perfection and provide them with knowledge, skill and values
- To impart quality education aimed at students’ holistic development and prepare them to face global challenges boldly
- To engineer social transformation by creating professionals who will be academically sound, emotionally balanced, morally upright, socially responsible and ecologically sensitive.

We offer quality education to students to prepare them to face the global challenges by allocating the best of faculty and facilities for learning and thereby promoting their holistic development.

The Vision and Mission of the College are displayed at the College entrance, on the College website and printed in the College Handbook as well as the Prospectus. It is also displayed at strategic points within the College for maximum effect and retention. The College imparts value based and value added learning opportunities for the overall development of a student’s personality to maintain pace with the changing world and hence produces competent and skilled professionals capable of accepting challenges. Our mission is to furnish responsible citizens to society with a blend of academic, intellectual as well as moral and ethical values.

The Governing Council, IQAC and Heads of Departments, along with the staff, participate in ensuring that the policy statements and action plans are aligned with the mission of the College. We disperse the Vision and Mission to all stake holders and involve them in the formation of policies. The Principal, in collaboration with the staff, prepares an action plan to review the outcomes of the implementation process through meetings and makes necessary changes if required. The faculty members are involved in various decision making bodies of the College.

The management is committed to ensuring quality education by providing students with the required physical resources pertaining to education and sustain a conducive environment to cater to the needs of the aspiring young minds.

Social sensitivity is inculcated in students through participation in various activities held within and outside the College, namely NSS, Educational Seminars, National and International Conferences, Outreach Programs etc. The student community is enlightened with academic, social and spiritual values.

The students are introduced to just leadership by a being part of various student bodies and committees. Numerous opportunities are provided to take initiative, under supervision from concerned faculty, in cultural events, club activities, curricular and co-curricular events thus fulfilling the vision and mission of the establishment.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 6.1.2 The institution practices decentralization and participative management

#### Response:

The Governing Council of the College initiates concrete steps towards governance and management of the institution. The Management Committee Members, along with the Principal and Governing Council Members involve various stake holders in policy formulation and implementation.

The organizational structure of the College involves participation at several levels and the decentralized system has been highly effective in the conception and implementation of decisions. The administrative policies of the College are set by the Governing Council and executive decisions on academic matters are taken by the Principal and the IQAC. The decisions taken at the department level are communicated to the Principal. The College believes in obtaining feedbacks on curriculum, teaching, learning and evaluation from respective stake holders, thus making known the standards. The opinions and suggestions from student sthrough the Student Council, Staff through the Staff Council, Parents through Parent-Teacher Associations and Alumni through the Alumni Association are analyzed and appropriate action taken.

The responsibility of the smooth functioning of the college is shared by the Principal, staff and students. The Students' Council plays an important role in the process of decentralization by way of involving themselves in day to day administration. The Student Council consists of the President (Final year), Vice President (Second Year) and Secretary (Second year). The Sports Day, Traditional Day, Annual Day, Inter-Collegiate Fests and other activities are systematically organized by committees consisting of the faculty and students. The decentralized process followed by the College results in the effective and proper execution of plans and promotes cooperation among the management, staff and students enabling active participation of all.

A fine example of the decentralized system of administration and participative management could be

perceived in the following example.

### **THE ‘CEANNAIRE 2018’ International Conference at Milagres College, Mangalore: A Case Study to show Decentralization and Participative Management in the Institution.**

The concept of an International Conference was discussed at an informal meeting of the Commerce and Management Departments and the Principal was informed of it. The idea of the conference was shared in the Students’ Council. The rationale behind the organization of an International Conference was to acquire singular knowledge of entrepreneurship, intellectual property rights and leadership skills.

Once the proposal for the conference was accepted, various committees were formed incorporating the faculty and the students. The organizing committee comprised of the faculty of Commerce and Management and the Students’ Council which frequently met to chalk out modalities. The fund raising committee put in place strategies for resource mobilization and it was decided to approach the well-wishers and sponsors.

Sub-committees were formed based on the requirements. The committees looked into the nitty gritty of organization. The conference was held on July 31, 2018 which was inaugurated by the President of Catholic Board of Education Rt Rev. Dr Aloysius Paul D’Souza, Bishop of Mangalore. More than 150 delegates from different parts of India and a few from abroad participated in the conference. The proceedings of the conference was published with the ISBN Number - 978-93-84734-67-1.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

## **6.2 Strategy Development and Deployment**

### **6.2.1 Perspective/Strategic plan and Deployment documents are available in the institution**

#### **Response:**

For the sustainable and organized development of the College in terms of academics, strategy and innovative practices, the Institute had developed a perspective plan for the succeeding five years 2015-20. These plans were drafted in 2015 and implemented subsequently. The plans were:

- Shift the college to the new building with upgraded infrastructure.
- Proposal of new courses for the college.
- Closure of non-functional programs.
- Memoranda of understanding with other colleges, old age homes etc.,
- Industrial tours and visits.
- Outreach programs.
- Add on courses.
- Organizing International and National Conferences.

- Provision of seed money for staff and student research.
- Separate hostel facilities for boys and girls.
- Upgraded sports facilities.
- Proposal to start an evening College for B.Com.
- Organize job fair.

### **Deployment:**

- Providing excellent infrastructure facilities
- Encouraging tie-up with colleges through MOU
- B.Sc. H.S and B.Sc. FND were started in 2016-17 and 2017-18 respectively.
- B. Com Evening College was not possible due to lack of applicants.
- Organizing programs to increase the employability skills of students.
- Promoting Research & Development culture among faculty and students.
- Outreach programs started from 2017-18.
- Add on courses started from 2015-16.
- International and National conferences, seminars and workshops are organized every year.
- Seed money for staff and student research has been approved from 2018-19.
- Gym is established for the benefit of students, faculty and also the public.
- Job fairs are being organized every year from 2017-18.

### **An activity successfully implemented based on perspective /strategic plan:**

As resolved in the meeting on September 17, 2015, add-on courses are introduced to train students in various skills. Understanding the importance of skill development and keeping pace with accelerated demand for career oriented courses at undergraduate level, Milagres College offers add-on courses. The courses aim at equipping students with skill oriented training to meet the challenges of the highly competitive job market without interrupting their regular studies.

The objective is to provide students with the opportunity to learn from resource people who are professionally qualified in the field so as to get them industry-ready

An add-on course committee was formed with the Principal, Staff Add-on Coordinator and Senior Lecturers. This committee regulates the code before the commencement of add-on courses every academic year. New courses are introduced depending upon the need. Enrollment in these courses is purely a student's prerogative. The students are informed of the various courses offered and their respective advantages succeeding which applications are handed out.

Our first add-on course was "Soft Skills" which consisted of 76 students. The following year recognizing its importance, other add-on courses such as Dramatics, Yoga and Basic Computers and Tally were added. In 2017-18, Entry to CA/CPT, Culinary arts, Beautician, Spoken English and Basic French were added. In 2018-19, Photography and Crafting and Embroidery were added.

Each add-on course is of 30 hours' duration. At the end of the course certificates are issued to the students.

File Description	Document
Any additional information	<a href="#">View Document</a>
Strategic Plan and deployment documents on the website	<a href="#">View Document</a>

### 6.2.2 Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism

#### Response:

The College is managed by the Catholic Board of Education under the President-ship of the Bishop of Mangalore Diocese and is recognized by UGC, MHRD, Government of India under section 2(f).

**Catholic Board of Education (CBE):** The CBE is the administrative society of the College.

**President:** The Bishop of Mangalore Diocese is the President of CBE who provides directions.

**Secretary:** The College functions under the guidance and instructions of the Secretary of the CBE.

**Joint Secretary/Correspondent:** At the College level, administrative and financial decisions are taken by the Correspondent.

**Governing Council:** The College functions under a well-structured Governing Council which is representational in nature.

**Principal:** The Principal is the Head of the College, implements policies and decisions approved by the CBE as well as the Mangalore University.

**Vice-Principal:** The Vice Principal assists the Principal in general governance and leadership.

**Academic Advisor:** This is a newly created Administrative/ Teaching position from 2017-18 whose role is to develop the skills of the staff and students.

**Students' Council:** The Office bearers of the Students' Council are selected by the Principal collectively along with the Academic Advisor and faculty members.

**Heads of the Departments (HODs):** HODs are responsible for the academic affairs of their departments and report to the Principal regarding the departmental requirements.

**Faculty Members:** These are appointed by the CBE through a three tier interview process conducted by competent authorities.

**Extra-Curricular/Co-curricular associations:** These are held for the all-round development of the students.

**IQAC/NAAC:** The main objective of IQAC/NAAC is to plan and implement quality initiatives and evaluate them.

**Library:** The Librarian is responsible for the effective functioning of the library and maintains necessary records.

**Physical Education Director (PED):** PED is responsible for the physical wellness of the staff and students.

**Human Resource Officer (HRO):** The HRO handles the recruitment process, organizes employee development programs, short term training programs and orientation programs for staff development.

**Counselor/Mentor:** The College has appointed a qualified Counselor who takes care of the psychological needs of the students.

**Parent Teacher Association (PTA):** PTA builds strong working relationships among parents and teachers.

**Alumni Association:** The College has an active and registered alumni association named Milagres College Alumni Association (MICAA) under the registration number DRDK/SOR/23/2019-2020.

**Grievance Redressal Cell:** the college has put in place all the statutory grievance cells as per the University, State and Central Government.

**Office superintendent and office staff:** Office superintendent looks after the overall administration of the office and mediates between the management and the office staff.

**Service Staff:** The Service Staff is responsible for cleanliness of the College premises. Lab assistants are also included who assist teachers, maintaining stock registers and breakage reports.

**Recruitment procedure:** Recruitment procedure is as per the CBE guidelines.

**Service Rules:** Service rules is framed by the CBE for all the employees of the College.

**Promotional Schemes:** Promotions for teaching and non-teaching staff of the College, are taking place as per the desire of the CBE as well as the University norms.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 6.2.3 Implementation of e-governance in areas of operation

#### 1.Planning and Development

- 2. Administration
- 3. Finance and Accounts
- 4. Student Admission and Support
- 5. Examination

A. All 5 of the above

B. Any 4 of the above

C. Any 3 of the above

D. Any 2 of the above

**Response:** A. All 5 of the above

File Description	Document
Screen shots of user interfaces	<a href="#">View Document</a>
Details of implementation of e-governance in areas of operation Planning and Development, Administration etc	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### **6.2.4 Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions**

**Response:**

Various committees are formed with the teaching, non-teaching staff and students to groom their skills. The responsibilities of the committee are explained below:

##### **Admission committee:**

Teaching faculty and the office staff form the admission committee. The Admission Committee scrutinizes the applications from prospective students and prepares the list of eligible candidates as per the eligibility criteria prescribed by the University. The committee verifies the certificates and finally recommend the candidate for admission. Counseling is provided if needed.

##### **Academic committee:**

This committee consists of the teaching faculty. It plans the effective delivery of the curriculum. At the beginning of every semester the committee meets and decides the schedules for seminars, examinations and other such activities.

##### **Examination committee:**

This committee consists of the Principal, Vice Principal and the HODs of various departments. The examination committee is responsible for preparing the timetable as per the dates given by the Mangalore University. The members decide the dates for the two internal examinations, collect the consolidated marks of internal assessments which are to be uploaded on the university portal.

#### **Library Advisory Committee:**

The library advisory committee consists of the Librarian and the HODs. It meets at the beginning of every academic session and discusses strategies for the optimum utilization of library resources in terms of increasing the readership frequency, expansion and upgradation with new reading materials as well as E-library.

#### **Career Guidance Cell:**

This cell functions directly under the supervision of the HRO. It provides career guidance and counseling for the final year students by organizing career guidance seminars and placement drives to help them secure a good job. The Human Resources Development Officer (HRDO) organizes job fairs and communicates with various agencies for internships and placements.

#### **Anti-sexual harassment and Anti-ragging committees:**

These committees are formed as per the guidelines given by the Government and University. These two work hand in hand. These committees ensure, at orientation, that the students understand that any form of sexual harassment or ragging is not tolerated by the College.

**Maintenance committee:** This committee looks into the day to day maintenance and upkeep of the College infrastructure and cleanliness. A senior faculty is in charge of the house keeping staff and assigns duties. She also maintains an inventory of items required and procures them when required. The physical education Director assists the maintenance in charge and reports to the principal. Regular review meetings are held. Annual stock verification is done and recorded.

An example of an activity successfully implemented based on the minutes of its meeting is the suggestion given by Internal Quality Assurance Cell (IQAC). The IQAC, in its meeting, held on October 16, 2018 proposed to organize a food fest based on the suggestion put forth by one of the IQAC members for skill development and to exhibit the talents of hotel management students. Hence a resolution was passed to conduct a food fest named “**Relish 2K19**”, in the upcoming months. Accordingly, on IQAC initiation, “Relish 2K19” was organized on March 3, 2019 which was very successful.

File Description	Document
Any additional information	<a href="#">View Document</a>

## **6.3 Faculty Empowerment Strategies**

### **6.3.1 The institution has effective welfare measures for teaching and non-teaching staff**

**Response:**

Milagres College, on recognizing the commitment and dedication of the teaching and non-teaching faculty, has in place various welfare measures, to create a conducive work environment. The institution believes that it is important to create an atmosphere where the staff feel unrestrained and find a balance in not only achieving the organizational goals but also their personal lives.

A structured staff welfare association was formed in 2018-19, with contributions of Rs. 5000/- each by the Principal and the Academic Advisor, along with the teaching staff contributing Rs. 1000/- each, while the non-teaching staff contributed Rs.500/- each, with a registration fee of Rs. 100/- each. The total contribution towards the staff welfare fund is Rs. 43,700.

The facilities for the staff include Parking, Computer Laboratory, Canteen, Intercom, Internet, and Telephone, Audio-Visual Rooms and Auditorium for social functions and the use of gymnasium at subsidized rates. The members of the faculty are encouraged to attend refresher courses, workshops, seminars and research. The Management provides financial assistance to the staff in times of distress. It has also built into the system an effective mechanism for grievance redressal for the staff which is transparent and objective. It always strives to satisfy the needs of the employees proactively.

Provident fund (PF) facility is made available for the employees who fall under the eligibility criteria. Along with this Employees' State Insurance (ESI) facility is also provided. Gratuity for all eligible teaching and non-teaching staff is made possible. Fee concession to the children of the staff of the college is provided. A canteen and coffee shop for the benefit of the Staff is provided inside the campus with subsidized rates. The College bears half the expenditure of clothing uniform for both the non-teaching and the teaching staff. Whenever an employee requires leave of absence for child bearing, she is provided with maternity leave with pay. The Faculty are provided annual leave with full pay. In case of Health needs Sick room / Restroom is available along with first aid.

The faculty come together on important occasions for sharing of ideas and to spend quality time with dinner. Financial assistance is provided to non-teaching staff when they have important functions at home or in need of medical treatment. Faculty development programs are organized on regular basis. The institution provides casual leave, earned leave, mid-term and annual vacation. Improved ambience of the Department staff room and attached toilets add to the comfort of the faculty. The support staff is provided with counselling and performance enhancing facilities. Separate provision is made for the staff members in the library for personal academic work. Separate parking facilities are provided for staff. Lift facility is available for the staff. Increments based on experience and additional qualifications are implemented. Play area for the children of staff is available. Staff picnic with family is organized every year. Leisure time snacks and tea/coffee is available in the production lab.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

**6.3.2 Average percentage of teachers provided with financial support to attend**

**conferences/workshops and towards membership fee of professional bodies during the last five years****Response:** 0

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

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

**File Description****Document**

Details of teachers provided with financial support to attend conferences,workshops etc. during the last five years

[View Document](#)

**6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years****Response:** 5.4

6.3.3.1 Total number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
13	5	4	5	0

**File Description****Document**

Details of professional development / administrative training programs organized by the Institution for teaching and non teaching staff

[View Document](#)

Any additional information

[View Document](#)

**6.3.4 Average percentage of teachers attending professional development programs viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Program during the last five years****Response:** 8.43

6.3.4.1 Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	1	4	1

File Description	Document
IQAC report summary	<a href="#">View Document</a>
Details of teachers attending professional development programs during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 6.3.5 Institution has Performance Appraisal System for teaching and non-teaching staff

#### Response:

Every year faculty members are required to fill in a performance self-appraisal form. The format is exhaustive and includes questions/descriptions regarding academic and administrative responsibilities undertaken by the teacher, innovative methods practiced and implemented by the faculty members during the academic year, various responsibilities including college fests, etc. It also involves questions/descriptions of seminars attended/paper presentations by faculty in State/National or International seminars/workshops, guest faculty arranged, use of ICT enabled teaching, involvement in university academic work like question paper setting, examination work etc.

The appraisal forms are assessed by the Principal, Academic Advisor, Vice-Principal and HODs of the College and a positive and constructive feedback is reciprocated. The Principal counsels the faculty members to improve their performance if necessary.

Faculty members are also required to involve in various committees and activities in the college. The activities carried out by the staff members are evaluated by the IQAC semester wise. They are encouraged to attend/present papers in seminars and workshops. Faculty members are also encouraged for further qualification (Ph.D.) and to attempt NET or KSET exams. The work diaries are verified on weekly basis and lesson plans are checked semester wise. Records of remedial teaching are scrutinized every semester. Students' attendance register is attested on monthly basis.

Teacher appraisal is done on one to one basis by the Correspondent and the Principal based on the assessment done by the academic advisor. The teacher's performance is discussed with the faculty and positive guidelines are given for better academic performance and student interaction. Informal discussion takes place with the parents as to the performance of the teachers and general feedback is obtained. The alumni render suggestions on the teachers performance.

Faculty appraisal is also done through student feedback. A well drafted feedback form with specific questions according to the comprehensive level of the students is distributed during every semester to evaluate how far the teacher has been successful in reaching out to the advanced as well as slow learners in

the classroom.

Evaluation is based on punctuality, sincerity, subject knowledge, lecture preparation, communication and presentation skills, syllabus coverage as per schedule, classroom management, approachability, clarification of doubts, knowledge gained at present on the subject and overall rating of the teacher. This is intimated to the concerned faculty in the academic meeting and suggestions for development or appreciations are made.

Non-teaching staff like the office staff, support staff etc. are also given appraisal forms. They are evaluated based on the parameters such as task execution and punctuality, work perfection, work interest and motivation, ability to work independently and in groups, capability to maintain discipline among staff, dress code and neatness, willingness to assume responsibility, professionalism and cooperation. Their performance is appraised by the Principal based on the quality and quantity of their work, nature of the work, enthusiasm, skill sets and efficiency. The appraisal of the non-teaching staff is conducted informally by the Principal and they are counseled to improve their work if necessary.

File Description	Document
Any additional information	<a href="#">View Document</a>

## 6.4 Financial Management and Resource Mobilization

### 6.4.1 Institution conducts internal and external financial audits regularly

#### Response:

The College management believes in transparent financial transactions as the College falls under the category of Trust. It firmly believes that all financial dealings should be so transparent that no one should point a finger at its financial administration either of mismanagement or misappropriation. The Governing Council lays down full proof specifications as to how to raise funds and utilize them for optimal benefits. Hence stringent guidelines are emplaced with regard to finances. The Management appoints a well-qualified and experienced external auditor who goes into the details of income and expenditure and submits the report. Any discrepancy noted there in is immediately brought to the notice of the finance committee and remedial measures are incorporated. The approved and finalized audited financial statement is made available for any stakeholder to have recourse to. The Parent Teacher and the Alumni Associations are informed of the major financial events.

The internal audit is done by a local committee recommended by the Management. This audit takes into account all the entries of receipts and payments and income and expenditure. After careful scrutiny of accounts, the balance sheet is prepared and presented to the Management.

The Management in consultation with the College officials prepares the annual budget taking into account the incremental necessities, infrastructural requirements, the academic, curricular and co-curricular needs. The proposed budget also includes the salary component and recurring and non-recurring expenditure. After a careful discussion, the proposed budget is accepted for implementation.

Day-today financial dealings are handled by the office staff in charge. Entries are done on daily basis in the cashbook. Cash collected under various heads are settled according to norms and deposited in bank. Daily accounts are entered in the ledger book using Tally software. The principal verifies the accounts on a daily basis and observations noted.

Detailed checking of vouchers, physical verification of cash, Receipts of Fixed Deposits, Stock Registers etc. is verified. Observations are recorded and discussed with College Accounts Department / Principal and clarifications are obtained and necessary remedial measures are suggested.

A copy of the audit report is forwarded to the Management for follow up. The financial issues of the college are so transparent and as per norms, so far no audit objection has been raised. Explanations, if required, are sought and cleared immediately with the concurrence of the Management. Final audit report is compiled and submitted to the Trust for approval. The external audit is done by a renowned and trustworthy audit firm *Gonsalves and Nayak*, Mangalore.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

#### 6.4.2 Funds / Grants received from non-government bodies, individuals, Philanthropists during the last five years (not covered in Criterion III) (INR in Lakhs)

**Response:** 0

6.4.2.1 Total Grants received from non-government bodies, individuals, philanthropists year-wise during the last five years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Details of Funds / Grants received from non-government bodies during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Annual statements of accounts	<a href="#">View Document</a>

#### 6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

**Response:**

The College is managed by Milagres Educational Trust. This Trust is under the supervision of Milagres Church having a history of over 350 years. The parishioners of this Church are from affluent families. Whenever the College requires funds, it approaches the Trust. The Trust in turn informs the parishioners. The generosity of the members is noticed in the mobilization of major portions of capital. As many of the members of the church are spread throughout the world, an appeal is made to them which brings in the required funds to a great extent and the rest is met by availing bank loans.

Any major investment by way of institutional upgradation has to be met only through the generosity of our benefactors and well-wishers. The College premises, halls and hospitality science laboratories are let out to interested personnel thereby generating additional funds.

The College Management allocates sufficient funds for the maintenance of infrastructure and new facilities. The new block constructed, new furniture, refurbishment of the college and its premises and the landscaping of the campus were developments are met with funds generated through mobilization. Office expenses, Wi-Fi, Computer maintenance, payment of class IV staff and the security, electricity, water and building maintenance, equipment maintenance etc., are paid from the management fund. The Annual Budget of Revenue Expenditure and Capital Expenditure are recommended annually by the Accounts and Finance Department of the Institution. The Institution conducts budget analysis each year and the results are compared and analyzed. The Principal and Accountant ensure that the recurring expenses and capital expenditure are estimated to be within the available resources of the Institution and monitor the expenses through internal control mechanism which is the primary stage of our internal audit. The institution also appoints an external statutory auditor.

The major sources of Institutional receipts are through tuition fees, co-curricular fees, special fees, University fees and PTA registration fees.

Every rupee generated is optimally used. The College consistently develops and innovates the teaching, learning and evaluation processes of the staff and students by utilizing the financial resources generated. The infrastructure requirements are prudently managed. Every academic year, scholarships are provided from the management. The students can apply for the scholarships and eligibility is based on the marks obtained in the end semester examination.

The funds generated are utilized to augment the academic resources. Regular conferences, seminars and workshops are organized using the funds. A number of students centered programs like Navarang, Excelso, Avishkar, Samanvay, Konkani Manyatha Divas etc are organized to benefit them. The production laboratory of the Hospitality department demands large quantities of ingredients to conduct practicals. The College does not cringe any required expense for practicals. The FND laboratory too requires chemicals and other necessities for their practicals which is provided by the College. The College has introduced the outreach programs involving the entire student body that goes out regularly to the adopted institutions to render service. As this program incurs a lot of expenditure, the funds generated comes in handy.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

## 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

#### Response:

The vibrant Internal Quality Assurance Cell (IQAC) was established in 2015 as per NAAC regulations. Regular meetings are held in order to orient the functioning of the College and to provide concrete guidance towards the academic enhancement of the faculty and the holistic development of the students. A look into the reports of IQAC would highlight the multifarious quality initiatives recommended. One of the major recommendations is to organize regular Faculty Development Programmes (FDP) towards creating an effective teaching –learning environment of the college.

Given below is a description of the staff enrichment programs as envisaged by IQAC.

#### 1. Staff Enrichment Programs and Workshops / Conferences

The initial quality improvement strategy has taken various measures in assessing and enhancing the quality of teaching, learning and research. The IQAC organizes workshops, conferences, seminars and special lecturers towards staff enrichment. These programs are organized every year for the teaching staff in order to enhance the quality of teaching and to inspire them towards research publications and to increase their efficacy. They are organized to help faculty to better deal with students, parents and colleagues.

IQAC recommends the participation of the faculty in National/International Conference and publish research papers. National Level Conferences are organized annually to encourage and explore career goals and to broaden the horizon of knowledge keeping in view the Institutional vision and mission. The Workshop/Conferences provide professional opportunities, develop internal talent, supports paper presentations etc. They also help gain knowledge from the experts and peers. We have brought out the proceedings of the International conference CEANNAIRE 2018 in the form of a book with ISBN Number - 978-93-84734-67-1. Similarly, the proceedings of Bhasha Sangam 2018 was brought out as an internal publication.

#### 2. Inter-Class and Inter-Collegiate fest

Skill based add-on certificate and diploma courses along with subject associations/clubs have been established to support and enhance students' learning. These associations provide occasions for leadership development, service learning and career opportunities.

The Students' Associations organize Inter-Class and Inter-Collegiate fests during each academic year. These fests include commerce, management, literary and science activities/competitions. They help in providing student's leadership qualities, team work, peer communication etc. Inter-Collegiate fests equal the importance of education. College fests usually provide an excellent platform to showcase all kinds of talents ranging from arts and education to sports.

College fests and activities provide opportunities to interact with peer groups and form new connections. Most of these activities are group-oriented and students interactively learn about people from different cultural backgrounds and interests. These healthy interactions not only enhance interpersonal and

communication skills of students but also prepare them for a better world.

The IQAC has become such an integral part of the college, no programme takes place without its guidance and assistance. The faculty and students look up to IQAC for vision and implementation of any quality programme. Members of IQAC take such an active role in the deliberations and the College is assured of enlightened guidance

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

### 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

#### Response:

#### 1. Internal Examinations and Assignments

The College reviews its teaching, learning process, structures and methodologies of operations and learning outcomes as directed by the thought process of IQAC. Any academic input should be analyzed and evaluated periodically to ensure that the programme and course outcomes are understood. Assimilation of knowledge is assessed through a two pronged methodology by way of Continuous Internal Assessment and End Semester examinations. Initiation and orientation at the beginning of the programmes to newly admitted students make it clear as to what they have to expect and achieve at the end of their studies.

Continuous Internal Assessment (CIA) is done through various testing methods wherein the multi-learning capabilities of the students are brought to the fore. As a part of internal assessment, Milagres College conducts internal examination twice a semester for each subject. These examinations are conducted strictly in conformity with the University pattern. Respective faculty keeps record of marks of each internal examination. After the exam, marks are sent to the parents/guardians through SMS system. The dates scheduled for internal examination are announced in the college calendar. The time table is announced at least 10 days ahead of the commencement of the examination. Prior permission with valid reasons only from competent authorities is accepted. Extra-Curricular and Co-curricular activities carry 50 marks, which is added to the final exam. The marks are categorized on the basis of attendance, participation and contribution to all activities.

The teaching and learning method is made more effective and evaluated through assessments, assignments, class tests, surprise quiz, ppt presentations. Similarly, projects are given to students as a part of their assignments which not only gives an exposure to learn a new topic but also to initiate them into rudiments of research to enrich their knowledge. The two internal examinations help the students to prepare well in advance for the exam and reduce the burden during the final exam preparation. Facing the internal examination makes them more confident with the subjects and secure good results.

The evaluation system is foolproof, objective and unbiased. Normally we do not come across any serious complaint of favouritism or partiality. In case any such observation is brought out by the students, such

issues are dealt with an open mind and justice is restituted. Answer scripts are distributed in the classroom for the personal perusal of the students and clarification any is done.

Principal and Vice principal also view the marks awarded. The examination committee plans out the exam schedule, time table, setting up the questions and allotment of rooms and assigning duties to the faculty. Parents are periodically updated of the academic progress of their children. In case of students whose parents are away, then their guardians are called. Those students who do not show any encouraging signs of academic improvement are counseled initially by their mentors and referred to the college counselor. Ultimately it is our responsibility to ensure that our students excel in character and academics

## **2. Learning reforms**

Any enterprise, in order to be productive, should incorporate methods that would ensure confirmed results. Academic interventions like competence-linked teaching, learning and assessments need to be accompanied by an overhaul of the existing governance structures.

Effective assessment should measure the full range of student ability-social, emotional, and academic achievement. Through various measures, including portfolios, presentations, and tests, multiple learning styles are supported. To increase engagement and retention, academic subjects are presented in an interdisciplinary fashion that reflects modern knowledge and society. For instance history, literature, and art can be interwoven and taught through text, images, and sound. Long term and student centered, project-based learning is a rigorous hands-on approach to learning core subject matter and basic skills with meaningful activities that examine complex, real-world issues. Project-based learning helps students develop and retain useful, working knowledge of subjects that are often taught in isolation and abstraction. When students work together on teams, they learn to collaborate, communicate, and resolve conflicts. Cooperative learning and character development supports the social and emotional development of students and prepares them for success in the modern workplace. The human touch is the most valuable element in education. Teachers, administrators, and parents play critical roles in coaching and guiding students through the learning process, nurturing students' interests and confidence as learners. Through the intelligent use of technology, combined with new approaches to education, a more personalized style of learning can be realized.

The IQAC at one of its meetings suggested that the teaching and learning should have a practical component. Hence the recommendation was that the faculty should be exposed to innovative pedagogical methods. Keeping this in view the College organizes department level meetings wherein the faculty share their experience. Participation in seminars, conferences and workshops broadens the horizon of knowledge and introduces the faculty to imbibe new methodologies in teaching. These methodologies are implemented in the day to day academic interaction with the students. In addition, the E-resources available in the laboratory add to the repository of knowledge of the faculty. As all the lecture halls are provided with LCD and internet facilities, the faculty take advantage of such ICT enabled technology in their teaching.

Learning has been converted into pleasurable mechanism for our students. Peer learning, group discussion, class presentation, industrial visit and model making have become an integral part of the learning system. Whatever the students have learned is examined by way of innovative testing methodology like quiz and viva voce. Creative assignments have become a part of self-learning process. The students make use of the facilities provided in the library.

The college keeps on experimenting the learning arena by providing the necessary infrastructure and inputs both at the student and faculty levels. The teachers are of an open mind, very willing to learn to make learning a pleasurable activity.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 6.5.3 Average number of quality initiatives by IQAC for promoting quality culture per year

**Response:** 5.4

#### 6.5.3.1 Number of quality initiatives by IQAC for promoting quality year-wise for the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
12	6	4	5	0

File Description	Document
Number of quality initiatives by IQAC per year for promoting quality culture	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
IQAC link	<a href="#">View Document</a>

### 6.5.4 Quality assurance initiatives of the institution include:

1. Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements
2. Academic Administrative Audit (AAA) and initiation of follow up action
3. Participation in NIRF
4. ISO Certification
5. NBA or any other quality audit

**A. Any 4 of the above**

**B. Any 3 of the above**

**C. Any 2 of the above**

**D. Any 1 of the above****Response:** C. Any 2 of the above

File Description	Document
Details of Quality assurance initiatives of the institution	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**6.5.5 Incremental improvements made during the preceding five years (in case of first cycle) Post accreditation quality initiatives (second and subsequent cycles)****Response:**

Milagres College was established in 2010 with B. Com and BBM courses. The new science course B.Sc in hospitality science (HS) was started in 2016-17. B.Sc. with Computer science, Mathematics and Statistics (CMS) and B.Sc in Food, Nutrition and Dietetics (FND) were added in 2017-18. Information and Communication Technology (ICT) enabled teaching methods are used as the required equipments are provided with. All the classrooms are fitted with LCDs along with internet/Ethernet connectivity. As we move towards paperless concept of administration, an attempt is made to reduce the use of paper by installing e software for use.

Full time counsellor is appointed to look after the psychological and mental well being of the students. The counsellor meets the students as a group and explains to them the issues that confront an individual towards the growth of adulthood. Those who need counselling are referred to the counsellor by the mentors/ class teacher and appropriate measures are undertaken. A well qualified Human Resource Development Officer (HRDO) looks after the placement related issues. She contacts organisations and institutions for the placement needs of hospitality science students for their internships. Interview skills are imparted by her. An experienced full-time academic adviser is appointed who multiplies his role as a mentor, trainer and guide. Regular training sessions are organised by his for the students and faculty.

Our library is well-equipped with around 7,500 books, 12 Journals, 12 Magazines and 10 Newspapers. N-List and Easylib software are installed.

Faculty attend workshops, conferences and paper presentation and get their research papers published. The management encourages the faculty to go in for research and has instituted a research fund.

There is an exclusive Computer lab for the use of students with 50 systems. Another 7 computers are for the use of students in the library and at other places. Every department has a computer system with internet. Wi-Fi facility is available in each floor, library and department.

The Career guidance cell organizes job fair every year. The placement officer contacts potential job providers and invites them to the institution to recruit the students. '*Sahayoga*', an outreach programme, has chosen five institutions for the extension service. Faculty and students visit these places regularly and render possible service as required.

Skill based Add on courses are for the holistic development of the students. The entire student population has enrolled as members. Regular Value education classes are conducted and examination at the end of the academic year is conducted. The College has brought out a text book '*Value for life*' on value education for six semesters.

Each department organises either a conference, seminar or workshop annually and some departments have brought out the proceedings in the form of books.

There is a remarkable increase in the admission of Students and that to from various places. The academic results have also increased. The Institution follows procedure of revising the salary of the staff annually.

Students participation in Extra Curricular and Co-Curricular activities are improved. Number of student's participation in Inter-Collegiate fests/ seminars have increased.

The new building that we started to occupy in 2016 has the state of the heart infrastructure facility. All the class rooms are fitted with wall mounted LCDs with internet facility. Solar water heating and solar lights are installed. Lift facility is available for the Staffs and students in need. Rain water harvesting system is implemented. Gymnasium facility is provided. Burka room is provided for the Muslim girls. The College provides hostel facilities for boys in the campus and girls within a kilometre. Canteen facility is available. CCTV surveillance is installed at the strategic places in the building and the campus. Staff enrichment programmes are organised every year for all the teaching and non-teaching staff to enhance the quality of performance. The institution pays special attention towards the expansion of knowledge in the students and organises educational tours, field visits, hands on experience sessions.

Syllabus has been updated. Feedback on curriculum As per the feed back received from stake holders skill development programmes organized. Remedial classes and tutorial system to be strengthened and formalized. Tutorial for computer literacy, Communicative English for language skill development etc. ICT assets of the college has been enhanced all classrooms are equipped with LCD overhead projector, internet facility.

Participatory and experiential learning through project methods, surveys for dissertation, field trips, experimental method, simulated learning, student centric methods like individualized methods like programme learning, computer assisted instructions, tutorials, discussion cum demonstration method etc are in use.

Most of the teachers have gained experience and published research papers. Collaboration with Industry and academia for academic activities are initiated. Computers are frequently upgraded as per need and old computers are being replaced. We have strengthened the alumni association by encouraging them for registration and time to time get-together in the college campus. They contribute in their own way in the development of cultural, academic, financial and infrastructure growth of college.

File Description	Document
Any additional information	<a href="#">View Document</a>

## Criterion 7 - Institutional Values and Best Practices

### 7.1 Institutional Values and Social Responsibilities

#### 7.1.1 Number of gender equity promotion programs organized by the institution during the last five years

**Response:** 10

7.1.1.1 Number of gender equity promotion programs organized by the institution year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
1	2	2	2	3

File Description	Document
Report of the event	<a href="#">View Document</a>
List of gender equity promotion programs organized by the institution	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 7.1.2

##### 1. Institution shows gender sensitivity in providing facilities such as:

1. Safety and Security
2. Counselling
3. Common Room

**Response:**

##### 1. Safety and Security:

The safety and security of those who enter the college campus is of paramount importance to the institution. As the college is located in a campus that is in the heart of the city, it becomes further more vital to ensure safety. All necessary measures are put in place to make sure that safety is our first priority. Hence those who enter the main gate, there is only one entrance for regular use, are identified with their identity cards any other authentic proof to recognize that person. The security at the entrance makes sure that the personal dignity of the individual is not violated in any way.

The College has implemented various effective measures to ensure the safety and security of the students, administrative staff, faculty members and all its stakeholders. Gender sensitivity and equity play an important part in the administration and implementation of the programmes. The College ensures a friendly environment for all with optimal safety. Various gender sensitivity related programmes are organized

throughout the year to make sure the safety and security of the lady students. The campus is under electronic surveillance with 80 CCTV cameras. The boy/girl relationship within the campus is monitored so as to make sure that it does not infringe upon safety issues. In case of any untoward behavior, it is brought to the notice of the discipline committee and appropriate action is initiated. There is provision of a room for the Muslim girls to change their Burkhas. To ensure safety and security at times of fire disaster, extinguishers are installed in each floor of the college building. Separate hostel facility is provided to boys and girls. Wardens are appointed to look after the various issues of the students. At the entrance of the College building there is a reception counter with a receptionist and a security who monitors the visitors and parents.

## **2. Counseling:**

For the holistic development of a student, all aspects of growth are to be taken into account and appropriate measures implemented. As a Higher Education Institution that has the enrollment of teenage boys and girls, it becomes added responsibility on the part of the college to initiate positive and restrictive measures to ascertain the balanced development of the students. The College provides counseling facilities to the students. Special attention is given to girls. A well-qualified counselor is appointed to make sure that the students understand the importance of psychological wellbeing and the importance of boy-girl relationship. The counselor meets the students regularly and interacts with them on gender sensitive issues. Programmes such as issues faced by young adults, healthy relationships, stress management, personality development etc. are conducted on a regular basis. The faculty are trained as to how to deal with teenagers and guide them the proper way. The academic adviser conducts input sessions for the students and faculty on character formation guidance.

Mentoring system, a way of personal counselling, is in place. This programme assigns every student to a staff for mentorship which includes guidance and counselling. In special cases the mentor refers the students to the counsellor, where special attention is given. This process has also been helpful to understand students with poor academic records as they may feel free to disclose their problems to the counselor. Every lecturer has around 25 students to mentor. The students meet their mentor once in a fortnight to share their thoughts and problems. The mentor will understand the problems of the students and try to find the solutions. If required, the parents of the students are also called for counseling and guidance. Thus, the college focuses on various gender sensitivity issues thereby enabling a safe, conducive and learning environment.

The counseling services available in the college help the students to understand both the sexes with equanimity and treat each other with dignity. It is heartening to note the students foster a healthy relationship on the whole though there could be a negligible miniscule minority the other way.

## **3. Common Room:**

The college being a co-education institution, the location, facilities and usage of common rooms are very important and sensitive. There needs to be common rooms both for boys and girls and at the same time there also should be privacy. We ensure that the common rooms are located advantageously for both the sexes and at the same time possible to monitor by the faculty and security personal.

Common rooms have provision for sitting and relaxing with sufficient ventilation. The College follows co-education system, hence it has demarcated zones for boys and girls for leisure activities. The College is housed in a four floored building; each floor consisting of separate wash rooms for boys and girls. One

ladies rest room is assigned with provisions for rest in case of any sudden sickness during the college hours. A special sick room for girls with a bed and first-aid box is provided. Common facilities like browsing library and canteen take care of the basic needs of the faculty and the students.

File Description	Document
Any additional information	<a href="#">View Document</a>

### 7.1.3 Alternate Energy initiatives such as:

#### 1. Percentage of annual power requirement of the Institution met by the renewable energy sources

**Response:** 14.28

7.1.3.1 Annual power requirement met by the renewable energy sources (in KWH)

Response: 763.2

7.1.3.2 Total annual power requirement (in KWH)

Response: 5346

File Description	Document
Details of power requirement of the Institution met by renewable energy sources	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 7.1.4 Percentage of annual lighting power requirements met through LED bulbs

**Response:** 39.23

7.1.4.1 Annual lighting power requirement met through LED bulbs (in KWH)

Response: 2097.36

7.1.4.2 Annual lighting power requirement (in KWH)

Response: 5346

File Description	Document
Details of lighting power requirements met through LED bulbs	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 7.1.5 Waste Management steps including:

- **Solid waste management**
- **Liquid waste management**
- **E-waste management**

#### Response:

**Solid waste management:** The Union Ministry of Environment, Forests and Climate Change (MoEF&CC) recently notified the new Solid Waste Management Rules (SWM), 2016. The new rules have mandated the source segregation of waste in order to channelise the waste to wealth by recovery, reuse and recycle. Waste generators are segregated into three streams- Biodegradable Waste, Dry Waste (Plastic, Paper, metal, Wood, etc.) and Domestic Hazardous Waste (diapers, napkins, mosquito repellants, cleaning agents etc.) before handing it over to the garbage section. As an educational institution, significant measures are taken and we are conscious not to generate unnecessary waste. Waste is an evident problem and pollutant, contributing to toxins which harm the atmosphere. Keeping this in mind, the solid waste of the college is segregated into bio-degradable and non-bio-degradable wastes. Solid waste is generated through practical sessions in the hospitality science laboratories. As college has production lab, it has been the major source of degradable waste. Non-degradable wastes like plastics and other garbage is collected and cleared by Mangalore City Corporation every day as per contract. Each classroom and department is provided with dustbins; the house keeping staff collect and separate the waste which in turn is collected into containers to be disposed through the corporation waste collection system. Sufficient number of dustbins are placed at specific points in the campus for the effective waste management. There are dustbins of three different colours placed on all the floors wherein dry waste and wet waste are segregated. Green bin is meant for organic waste like vegetables, fruit peels, cooked food, leftover, bones, rotten fruits, flowers and leaves; blue is meant for dry waste like plastic covers, boxes, bottles, toffee wrappers, chips, plastic cups, paper, newspaper, magazines, stationery items discarded and other such materials and red bin is for other wastes like used bandages, nails, used tissues, swept dust, broken glasses and other such items.

Biodegradable waste is used in the composed pit to be converted into organic manure. This manure is used as fertilizer in our green initiative.

**Liquid waste management:** With the increase of the students, there is a sharp increase in water demand and usage. Alternative water resources are therefore imperative to meet the ever increasing demand. With the increase of water usage, the volume of waste water also increases. It demands a safe disposal as it becomes a cause of concern. Major source of liquid waste generation is through toilets, washrooms and laboratories. Waste water thus collected is passed through a plumbing system into the city sewage. Sufficient rain water harvesting mechanism is in place not to waste the rain water which is a precious free gift of God. Provision is made for the rain water to be percolated into the ground through rain water harvesting and thus this precious water is saved.

**E-waste management:** Electronic waste or e-waste describes discarded electrical or electronic devices. Used electronics which are destined for refurbishment, reuse, resale, salvage recycling through material recovery, or disposal are also considered e-waste. Improper disposal and processing of this waste can lead to adverse human and environmental damages. With the introduction of E-Governance, ICT related teaching and learning and other electronic devices being used in administration, there is greater possibility of E-waste in the institution. Generally, the college does not allow e-waste to accumulate. Gadgets which are outdated and could no longer be used, are disposed through proper external means. Technology has been increasingly incorporated in the teaching learning process and administration. Hence e-waste management is a serious challenge for the institution. Appropriate steps are taken to dispose off the E-waste through proper channel. The faculty and the students are sensitized towards environmental issues through continuous orientation programs. Segregation of plastic waste is being done. Realizing the harm of using plastic bags, the faculty and the students are advised to use only eco-friendly items in the campus.

The administration has put in place appropriate mechanism to inculcate in the students a sense of social responsibility by way of generating and disposing of waste of any category. Our attempt at creating a paperless administration has brought in little success by way of waste production. Effective measures to reduce the output of e-waste is being contemplated by way of selling or donating old electronic items, repurpose or re-evaluate its use and store data online system.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 7.1.6 Rain water harvesting structures and utilization in the campus

#### Response:

Reports available in the media and other certain agencies ring an alarm bell in our ears. Mangalore is an ever increasing city in terms of floating population and hence the need for water keeps on increasing exponentially. With the coming in of industries, as Mangalore is chosen under the Smart City scheme, there is an essential need to conserve water that we are able to get through the monsoon. It is an urgent necessity to save water and that too rain water.

Rain water harvesting is a technique of collection and storage of rainwater into natural reservoirs. College has rain water harvesting system. In the campus, rain water is collected at common storage area. Water from the roof is collected, processed and led into storage area and is used throughout the year for all general purposes. Flowing water is directed through pipes into a huge well to elevate the water table in and around the campus. Large green area of the college campus allows for percolation of water into the soil thereby facilitating recharge of underground water reserves. Rain water harvesting is being practiced in the college building. There is one underground tank to collect the rainwater.

Rainwater has a lot of potential as an alternative water resource for the future because of its high quality. It is a cost effective and relatively lesser complex way of managing our limited resources ensuring sustained

long-term supply of water to the community.

Generally, a lot of rain water would go in drain flowing from the roofs of the buildings. Rain water harvesting is required to conserve the water and recharging the underground water which helps when there is a water scarcity.

A rainwater harvesting system comprises components of various stages - transporting rainwater through pipes or drains, filtration, and storage in tanks for reuse or recharge. Rainwater may be charged into the groundwater aquifers through any suitable structures like recharge trenches and recharge pits.

The existing structure includes the well-structured rain water harvesting system in the college near the entrance to basement parking and the one near the college ground and play area which is being modified into recharge wells by collecting water to greater depths. The entire campus is paved with interlock blocks so that rain water does not flow off, rather seeps into the soil and gets accumulated into the wells. The plinth area measurements are 15' X 8' wide and 8' deep at which the rain water is allowed to percolate for water recharge.

The College organizes informative talks for the faculty and students on the need and importance of rain water harvesting. The College population is instructed not to waste water, rather to conserve it. Though we have not come across any water shortage in our campus, we have taken upon ourselves to do our best to preserve and conserve water as faithful citizens of our nation.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 7.1.7 Green Practices

- **Students, staff using**
  - a) **Bicycles**
  - b) **Public Transport**
  - c) **Pedestrian friendly roads**
- **Plastic-free campus**
- **Paperless office**
- **Green landscaping with trees and plants**

#### **Response:**

##### **A. Use of bicycles:**

Bicycles are uncommon in the region as the terrain does not encourage the use of bicycles

##### **B. Use of public transport:**

Public Transport is used by 80% of students and staff. A large number of students commute to the college

daily by public transport, both private and KSRTC buses. Since the college is situated in the heart of the city, the students can avail public transport with ease. The students are encouraged to use public transportation system and on an average 80 percent of the students use public transport facilities.

### C. Pedestrian friendly roads

Vehicles are not permitted inside the premises of the College making the roads pedestrian friendly. Separate parking facilities are allotted for various types of vehicles. The security at the entrance monitors the smooth functioning of the pedestrian facility in the College. To keep this fact in mind students and other stakeholders are not allowed to park their vehicles on the road leading to the College.

Steps are taken to declare our campus 'plastic free' and there is success in that attempt. 'Paperless office' is our dream and steps have been taken to minimize the usage of papers except documents like- statutory approvals, agreement, account statement, and others dealing with legal matters. All communications to faculty members and students are through emails, apps, college website and SMS ERP. Green landscaping with trees and plants provides a soothing look to the campus. Saplings are distributed to students.

The college is situated in the heart of the city and hence vast tracts of lands are not available for greenery. However, with minimum available area, we have introduced respectable greenery. The college promotes green practices in and around the college premises so as to aid larger goal of sustainable development. It takes special initiatives to instill environmental awareness among the students. The college has worked towards green landscaping by planting varieties of plants and nurtures medicinal plants and vegetables. There are two types potted vegetation, which is planted in the soil and other we keep in pots. There are around 750 plants and 150 species in the college campus. There is a small terrace vegetable garden. Regular watering and compost is done by the gardener. The heart touching event relating to green practices in the campus is a bird belonging to smaller species found it conducive to breed in one of our potted plants and this breeding took place twice. Life Science association conducts eco-friendly activities. Staff and students are encouraged to attend seminars and workshops conducted on environmental issues.

Students and faculties use public transport like buses and train. College takes effective measures for the implementation of paperless office work. Any information and invitation of programs are sent to the parents through text messaging services. Results and marks of internal examinations are available through college mobile app "Apra" which parents can access anytime. Faculties enter absentees list through the same app and notifications are sent to parents through the text message.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 7.1.8 Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years

**Response:** 0.48

7.1.8.1 Total expenditure on green initiatives and waste management excluding salary component year-wise during the last five years(INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
0.2173	1.0979	0.41415	0	0

File Description	Document
Green audit report	<a href="#">View Document</a>
Details of expenditure on green initiatives and waste management during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**7.1.9 Differently abled (Divyangjan) Friendliness Resources available in the institution:**

1. Physical facilities
2. Provision for lift
3. Ramp / Rails
4. Braille Software/facilities
5. Rest Rooms
6. Scribes for examination
7. Special skill development for differently abled students
8. Any other similar facility (Specify)

**A. 7 and more of the above**

**B. At least 6 of the above**

**C. At least 4 of the above**

**D. At least 2 of the above**

**Response:** B. At least 6 of the above

File Description	Document
Resources available in the institution for Divyangjan	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
link to photos and videos of facilities for Divyangjan	<a href="#">View Document</a>

#### 7.1.10 Number of Specific initiatives to address locational advantages and disadvantages during the last five years

**Response: 11**

7.1.10.1 Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
6	3	1	1	0

File Description	Document
Number of Specific initiatives to address locational advantages and disadvantages	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 7.1.11 Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)

**Response: 13**

7.1.11.1 Number of initiatives taken to engage with and contribute to local community year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
5	6	1	1	0

File Description	Document
Report of the event	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

<b>7.1.12</b> <b>Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal /Officials and support staff</b>	
<b>Response: Yes</b>	
File Description	Document
Any additional information	<a href="#">View Document</a>
URL to Handbook on code of conduct for students and teachers , manuals and brochures on human values and professional ethics	<a href="#">View Document</a>

<b>7.1.13 Display of core values in the institution and on its website</b>	
<b>Response: Yes</b>	
File Description	Document
Any additional information	<a href="#">View Document</a>
Provide URL of website that displays core values	<a href="#">View Document</a>

<b>7.1.14 The institution plans and organizes appropriate activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens and other constitutional obligations</b>	
<b>Response: Yes</b>	
File Description	Document
Details of activities organized to increase consciousness about national identities and symbols	<a href="#">View Document</a>

<b>7.1.15 The institution offers a course on Human Values and professional ethics</b>	
<b>Response: Yes</b>	

File Description	Document
Any additional information	<a href="#">View Document</a>
Provide link to Courses on Human Values and professional ethics on Institutional website	<a href="#">View Document</a>

**7.1.16 The institution functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions**

**Response:** Yes

File Description	Document
Any additional information	<a href="#">View Document</a>
Provide URL of supporting documents to prove institution functions as per professional code	<a href="#">View Document</a>

**7.1.17 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years**

**Response:** 11

7.1.17.1 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
7	1	0	3	0

File Description	Document
List of activities conducted for promotion of universal values	<a href="#">View Document</a>

**7.1.18 Institution organizes national festivals and birth / death anniversaries of the great Indian personalities**

**Response:**

The college is conscious of imparting values and reminding the staff and students of the importance of national leaders and festivals to the students through the celebration of the birth/death of national leaders

and of days of national importance.

Common meetings of the staff and the students are organized in the auditorium to highlight the importance of the day or the person. Classroom level remembrance of the person/the event. A meaningful message is given on that day pertaining to the event. Competitions are held in honor of the persons/events. Through the public address system, a value based message pertaining to the occasion is given to the staff and students. This is done either by the principal, staff or students. Common assembly is conducted at the institutional level on the occasion of Independence day and Republic day.

National festivals like Independence Day, Teacher's Day, Republic Day and important festivals like Christmas, Ramzan, Onam, Deepavali and on July 09 the institutional patroness day are celebrated in the traditional way to preserve the cultural values and heritage of our nation and culture. Regular classes begin with prayer. The national anthem is sung on every Monday and at the end of all important programs to instill patriotism among the students. Competitions on patriotic songs and cultural programs on national themes are conducted to promote devotion to our country and culture. Students are encouraged to join NSS and render social service by organizing camps like blood donation, clean city - Swach Bharat programs etc.

The institutions conduct value education classes to all students. Students are encouraged to conduct activities like visiting patients in hospitals, ashrams or poor homes which make them realize the value of life.

An educational institution plays a pivotal role in guiding students to carve the right path of life and become a responsible citizen. The national festivals as well as the celebration of birth/ death anniversaries of renowned personalities of India educate students about the cultural heritage of our country, to a large extent. It also conveys the message of unity, integrity, patriotism and plurality. The cultural and religious diversities and their inherent values are imbibed and promoted through the celebration of various national festivals. Milagres college takes pride in organizing such events. This creates an atmosphere of love and unity among students, teachers, and non-teaching staff members. The spirit of oneness and fraternity is instilled into every young mind through such endeavors. Various cultural programmes and competitions are organized as a part of these celebrations in order to remember and honour our great leaders and to get inspired by the lives they had led.

Through the organization of national festivals and birth/death, anniversaries of the great personalities the institution succeeds in instilling in the minds of the students a sense of belonging, national pride and above all it serves as a reminder of their role in nation building.

File Description	Document
Any additional information	<a href="#">View Document</a>

#### **7.1.19 The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions**

##### **Response:**

The college maintains complete transparency in its activities. The college follows an transparent admission

process. It takes conscious efforts in giving information about the courses during the time of admission through its website, banners, local media like daijiworld etc. In addition to displaying information about the admission process in the college notice board, staff members visit neighboring colleges and give talks regarding the courses and facilities available in the college. The college prospectus provides detailed information of courses and eligibility criteria. Transparency is ensured by following an open system for admission with enough information inputs at each stage of the process. The staff members are regularly updated about the details of admission. The college calendar contains information about the rules and regulations. Students are given information through orientation programs and also through class guide/mentoring system. The college website is updated regularly.

All the rosters are available on college website; financial audited statements are sent to statutory stakeholders. All the current events and their processes, including admission, examinations, teacher selection are posted on the college website notice board as well as the college notice board. All the admission process, publicity is ensured through Website, PR Committee and Help Desk, assisted by student volunteers. The process is absolutely transparent and follows all the norms and procedures laid down by the college. Minimum disclosure information has been duly uploaded on the college website. The college also has LED TV at the lobby to provide information about events taking place in the college.

Further, the academic committee of the college has recommended having two written assignment and two internal exams. Dates for the submission of internal marks are notified on the notice board and faculty accordingly announces the assignments. Students are asked to sign in the internal assessment list once they have verified the marks. Internal assessment marks of the students are displayed on the notice board for fifteen days before their signatures are taken at the end of semester. Internal marks are displayed on the notice board for students before sending to the university.

**Finance:** There is transparency in the financial functions of the college. Annual requirement budget is prepared by a group of senior faculty and office accountant on the guidance of the Principal. Student's fee structure is discussed involving senior faculty. The principal shares the financial functions of the college with the staff. Hence, we find there is complete transparency.

**Academic:** At the academic level students are aware of the syllabus and the specific portion for their exams. Evaluation is done in a transparent manner. Students are encouraged to clarify their doubts regarding their subjects.

**Administrative:** The college administration is highly transparent. Each one knows the responsibility to be carried out as their brief of their job description. The students are aware of the dealings with the office staff.

**Auxiliary functions:** In the field of learning and evaluation, student requirement, and expectation are made known to the authorities for appropriate remedial measures. Hence we find that the institution maintains complete transparency.

File Description	Document
Any additional information	<a href="#">View Document</a>

## 7.2 Best Practices

### 7.2.1 Describe at least two institutional best practices (as per NAAC Format)

#### Response:

#### 1. Title of the Practice

**'Sahayoga' - 'Service to Mankind' - Outreach Program**

#### 2. Objectives of the Practice

The main objective of this initiative is to instill in our students through the faculty a sense of belonging and participation in the welfare of the marginalized and neglected humanity. It also includes the responsibility of the College to make our students realize their role in the society at large and to give back to the community and nation that made possible the college to achieve success in the field of higher education. Through participation in this programme the College expects the students to carry forward the good work they do in the future too.

#### 3. The Context

The Government of India, Ministry of Human Resource Development, in its document dated 31-July-2017 states "The Government lays special focus on imparting employment oriented education, motivate students to be socially aware and responsible citizens, to inculcate a spirit of dignity of labour among the youth and commitment for social upliftment". The College has taken upon itself the responsibility of carrying forward the direction of the Government and hence this project of 'Sahayoga'.

Though Mangalore is a city, that does not mean there are no needy people, especially the ones moving to the city, deserted by family or from broken and abandoned families. This population is being taken care of by NGOs and other charitable organizations that depend on the generosity of philanthropists. As part of the holistic development of the students the Management brought forth the idea of community participation. This idea was readily accepted by the faculty and students and thus took shape 'Sahayoga'. In addition there were requests from charitable organization for assistance and we grabbed the opportunity for service to realize our 'Passion for Perfection'.

#### 4. The Practice

The College has taken upon itself the responsibility of carrying forward the direction of the management and governing council and hence this project of *Sahayoga*.

The College has incorporated several measures to promote conducive relationship between the students and the society by indulging in proactive social activities. The staff and students are oriented towards their role in social welfare. The College organizes relevant input sessions so that the students are aware of the ground realities of life.

The Outreach unit - 'Sahayoga', of the college raised funds for the flood victims of Kerala and Kodagu district of Karnataka along with neighborhood community which shares a cordial relation with the college.

Volunteers are divided into smaller groups and each group is placed under the supervision and guidance of a faculty. The staff coordinators come together and chalk out the plan of action as to which group is assigned to which beneficiary. Prior information is given to the adopted institution heads so that they are ready to accommodate us. The groups go to their respective locations and carry out the assigned duty. An informal evaluation takes place after the program. At the end of each semester there is a general evaluation of the functioning of 'Sahayoga' wherein the faculty are involved. Concrete suggestions for improvement are shared.

Visiting old age homes and homes of physically challenged individuals is another activity carried out for students under the guidance of teachers. Every month students and staff of the college visit old age homes to observe and understand their living conditions and help them lead a better life. Faculty members and students are familiar to the inmates of St Anthony's old age home, Jeppu, Mangalore, St Joseph's Prashanth Nivas Anadhalaya, (orphanage for the destitute) Jeppu, Mangalore, Mother Teresa's Missionaries of Charity, destitute home for women, Falnir, Mangalore, St Agnes Special School for the physically and mentally challenged children, Bendur, Mangalore, Government Wenlock and Lady Goschen Hospitals, Hampankatta, Mangalore since they regularly go there and interact. Short Cultural Programmes are organized for the inmates. Visits to old age homes and orphanages have created a positive impact in helping them understand their life in reality. Students are inspired through these activities and voluntarily respond by stretching their helping hands. Students are expected to be sensitive to the poor and be persons of concern, compassion and conscience.

## 5. Evidence of Success

The participation of faculty and students in the various 'Sahayoga' programmes has become a vital part of their living. The students take active interest in planning the activities well in advance and make all necessary arrangements for the truthful implementation. It could be seen especially during the weekends the enthusiasms and organizational skills being exhibited in the campus. The faculty makes sure that the participation of the students is full and the intended outcome is perfectly brought out. Normally the marked targets are achieved and benchmarks realized. Periodic review meetings are held in order to assess the rate of success and to make sure that the targets are met. These review meetings are so critical that no related issue is left unattended to.

The success of 'Sahayoga' can be seen both at the places of adoption and in the campus. The enthusiasm with which our students approach these centers and the joyful encounters they have with the inmates is an experience to be observed not to be described. We are sure that the success of our outreach programme is the way it brings about the transformation in the inmates and a kind of "new birth" that we notice in our students.

## 6. Problems Encountered and Resources Required

Normally it is difficult at the initial level to instill in our students the sense of belonging especially to the neglected and marginalized sections of the society. It is through regular input sessions we are able to bring about a change in our students and initiate them into the system of service to mankind. Usually the public has a tendency to belittle the awareness programmes conducted by students. So it had been a challenge in the beginning to involve the public in these activities. At times the inmates of our adopted areas appear to be reluctant to accept us. After a few meetings they become friendly and accept us.

Finance is a major constraint in the execution of outreach programmes. There is no provision for

expenditure in the regular financial system of the college. Hence we have to fend for ourselves from other sources. As we provide the transport and refreshment charges we need to have some provisions for such expenditure.

### 1. Title of the Practice:

**Free Education: – For the rural and economically backward girls.**

### 2. Objectives of the Practice

Milagres College is part of a 170 year old legacy. As an education institution it was started with the objective of imparting education mainly to the urban population. In course of time the management realized its role towards the neglected and the rural society and started admitting students in a big way. Enlightenment by way of focusing attention in the education of girl children especially from the rural and economically backward conditions. In order to raise women's awareness of their civil rights, to provide skills for income generation, to make participation in community/society more effectively and to prepare them to be good women achievers.

### 3. The Context

It was brought to the notice of the management that girl students from the far of Raichur, Gulbarga and Bidar areas do not pursue higher studies due to their poor economic conditions. It is also a fact that parents of those areas feel that girls do not require higher studies as they have to be married at a young age. In addition societal taboos and blind beliefs restrict the parents from allowing their daughters to move out. Further the economic condition does not allow them to spend on higher education. These girls do not have either their acquaintances or relatives to stay with in an urban area. The college planned to provide free accommodation and education to these students so that they are able to live together in a comfortable and secure place and receive quality education in a premier educational institution at the heart of the city.

### 4. The Practice

Education is the key factor for girls' empowerment. Keeping this in mind one of the activities of the central government with regard to empowerment of girls is '*Beti Bachao Beti Padhao*' When the institution came to know of the situation of girls in these areas, it was decided by the management to provide some assistance to these girls and thus came into existence the concept of providing free boarding and lodging facility along with free education. Through our contacts we are able to motivate the parents and through these parents the girls are brought to Mangalore for higher education. The college has focused to provide education to students especially girls from the backward districts of Bidar, Gulbarga and Raichur, the college adopts the policy unto 'the last and the least'. The college pays special attention in providing education to the first generation of learners to get educated. Empowering girl students especially from rural backgrounds has become the sole mission of our college. The students admitted thus are oriented into the urban way of living without infringing upon their native culture and living. Care is taken to protect their identity and at the same time to bring them in line with the changes of times

The girls from remote Bidar, Kalaburgi and Raichur areas are encouraged to seek admission in our college. They are provided with free boarding and lodging in our ladies' hostel. It is a matter of pride and joy when

we observe these girls bloom into individuals of self-confidence, motivation and a desire towards higher achievements in life. Initially they find it difficult to integrate into the city way of life, cultural difference and even the language variation. Our local food habits though prove hard the girls have got accustomed to it.

However, all possible measures are taken by the college management to make these girls not to feel like the fish out of the pond. Sufficient awareness programs are put in place. Occasional motivational talks are arranged. In course of time these girls learn to communicate in English and tend to do well in the examination. Ultimately they grow to be bold and self-confident. Our college management is certain that this preference for the poor and rural girl students will go a long way in bringing about a societal change in that part of the country and motivate others to get educated.

## **5. Evidence of Success**

It is heartening to notice the transformation that has been brought about in these girl students. The change begins from the day they enter Milagres campus. Without exaggeration, the mere appearance, dressing style and the way the language is spoken, could reflect that they are almost from a 'different planet'. Once they begin their life in the college, start staying in the hostel and begin socializing with other students, the transformation begins to take shape. Their dressing style is turned into urban, language more refined and manners polished. They get used to the local cuisine and cherish it.

The most important change is their up gradation in academics. Almost exponential growth by way scoring in the subjects, acquiring additional skills, improving English language skills and start communicating in English make the institution feel that there is achievement in them and a sense of fulfillment is us. This transformation in them gives us a hope that a new generation is getting ready to face the challenges of the world in order to realize their potential and gainful employment comes their way.

## **6. Problems Encountered and Resources Required**

One of the hurdles that the institution faces with regard to these students from rural areas is their initial adjustability. Some of them become discouraged even in first few days and decide to leave the institution. There is a tendency in some of them to ape the style of the urban community both in dressing and appearance and they might fail at first attempts. It becomes an additional responsibility on the part of the institution to get them acclimatized to the new environment.

There is no assured continued flow of financial assistance to this scheme of adoption. The institution depends upon the generosity of well-wishers and philanthropists. Some of them don't have objectives of higher achievement. The institution has to use methods of motivation and provide them career opportunities once they complete their studies. If sufficient funds are made available, the institution could plan to have more such adoptions.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 7.3 Institutional Distinctiveness

#### 7.3.1 Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

##### Response:

The College is managed by Catholic Board of Education (CBE), with a vision “To empower the youth through value based education, to enhance the quality of life and to build a better future”. It functions with the motto “Passion for Perfection.”

Something very distinct about the college is that the minorities, marginalized and economically weaker sections feel emboldened to enter the portals of the college seeking admission. The college revolves around the policy that none qualified for admission will ever be denied.

Our core values of *Doctior* (knowledge), *Fortior* (courage) and *Sanctior* (sanctity) guide us in our endeavors. Our programmes are oriented towards empowering the youth through value based education to enhance the quality of life and build a better future. Our mission is to instill in our students a ‘Passion for Perfection’ and to impart quality education and to engineer social transformation by providing skills for life to be academically sound, emotionally balanced, morally upright, socially responsible and ecologically sensitive

True to our Institute’s Vision “To empower the youth through value based education, to enhance the quality of life and to build a better future” The College imparts value based, character building education and thus instills “Passion for Perfection” in every student.

We have brought out a text book *Values for Life*, prepared by our staff. This book is meant for six semesters with topics as varied as ‘Knowing Oneself’ to culminating in rubrics of ‘Group Discussion’.

This a glance at our syllabus on value education

##### I SEMESTER

- 1) Who am I?
- 2) My Family: Parental/ filial responsibility
- 3) My College/ MyTeacher
- 4) Role of Communication
- 5) Healthcare

## II SEMESTER

- 1) Adolescence
- 2) Factors affecting the society-positive & negative vibes
- 3) Go green initiative for sustainable growth
- 4) Social media-its impact
- 5) Addictions-smoking/ alcohol/ drugs

## III SEMESTER

- 1) Values
- 2) Etiquette
- 3) Perseverance
- 4) Ways to Happiness
- 5) Role of youth in social change

## IV SEMESTER

- 1) Value of Prayer
- 2) Religious Harmony
- 3) Genetics and Human Life
- 4) Blue print, your life
- 5) Stress Management

## V SEMESTER

- 1) Punctuality
- 2) Team Spirit
- 3) Social Responsibility
- 4) Role of a student towards society
- 5) Mental hygiene and mental health

## VI SEMESTER

- 1) What is Career Counseling?
- 2) Job Interview
- 3) Psychology of Sexuality
- 4) Femininity
- 5) How to be good at group discussion

Value education means positive efforts for bringing about aesthesis of physical, intellectual, emotional, aesthetic, moral and spiritual values in human beings so the present focus should be revival of values in education.

Life without value education is like a ship without rudder. Values work as guidance system and help us reach our destination. Education without values will fall short of achieving its goal. Mere teaching, learning, improving knowledge and skills without building character and mind may not contribute to the holistic development of children, which is a must for the world to become a better place.

Inspite of the increasing literacy rate and more people receiving education, the crime rate is refusing to come down! The rise in crimes, violence and other destructive activities in the society can be ascribed to poor inculcation of values. Education policy makers need to lay more stress on education with much stress on imparting human values and edification. This will have better results than mere education. The need of the hour is to impart value based education. The stress should be on the values such as patience, honesty, tolerance, sympathy, and love for fellow brethren and sisters. The students must be indoctrinated to keep values as top priority. The youngsters need not only to be taught how to develop their skills, talents, and abilities, they must also be taught how to use these skills, talents and abilities for the welfare and betterment of all. Once values become everyone's priority in life, all the negative aspects of life will automatically dwindle. The world directly needs people with high values to make it a better place to live in.

Main objective of value education is to include the essential values depending upon the objectives.

Value education classes are handled by the in-house staff most of the times. Occasionally external experts in the field of religion, society, personality development, motivational speakers, environmentalists, lawyers and feminists are invited to interact with the students on issues related to their respective fields. What is being noticed as the after effect of these sessions is the change of positive value system in our students and their sense of social responsibility.

The staffs are trained in the techniques of handling value education classes. At the beginning of the academic year semester-wise divisions are done as to who handles which class and text books are supplied. Each section has two teachers assigned who share the lessons based on their availability and expertise.

The classes are conducted using ICT enabled pedagogical methods, making the learning a participative and

enjoyable one. At the end of each semester evaluation process is carried out and grading is done. Students are encouraged to take the values education classes seriously and are announced incentives by way of concessions and other benefits. The students are reminded of their responsibilities in putting into practice the values they have imbibed and ascertain that they influence others in following these values. Thus value modeling and value propagation are in practice.

In order to make education in Milagres a value based learning, we have introduced many add-on skill related courses that would impart values for life and our students are able to face the world confidently and go in for gainful employment. Our add-on courses are as varied as Public Speaking, First Aid and Intellectual Property Rights (IPR). It is gratifying to observe that our students are able to develop themselves academically, and spiritually realizing their role in the nation. They are formed into responsible citizens ready to take up their constructive role in the society.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

## 5. CONCLUSION

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### Additional Information :

The College has consciously adopted methods in order to transform the students socially sensitive, academically strong, morally upright and ethically balanced. The College, though located in the heart of the city without much vacant area, has succeeded in transforming the campus into a respectable green landscape.

The institution takes additional care to provide multi-skill to the students by organizing certificate and add on courses. Sufficient character building programs are organized towards motivation achievement and self-reflection. It is a satisfying factor to notice the way our students develop themselves into full grown adulthood imbued with confidence and skill, patience and perseverance, ambition and realization.

A well-qualified full time counsellor looks after the mental and psychological well-being of the students. Human Resource Development Officer looks after the job training, job opportunities and job fairs. The college has appointed an Academic Advisor to guide and train the staff and students. He guides the faculty in their academic research as to prepare research papers and get themselves registered for doctoral research.

The institution takes initiatives to foster green practices, waste management, energy conservation and green audit, awareness on various areas like anti-drug, anti-ragging, blood donation on a regular basis. The institution has also provided facilities to cater to the needs of the Differently abled (Divyangjan) in a very efficient manner.

Being sensitive towards the cleanliness of the environment we regularly organize cleanliness drives at our neighborhood. We are conscious of the menace caused by plastics and hence practice 'avoid plastics'.

In order to understand the implication and significance of the local Konkani tradition especially in the area of marriage practices, the Principal of the College Rev. Fr Michael L Santhumayor has completed a minor research project titled "*Manglur Konkani Catholic Kazarani Voviyancho Vaparani Prasthut Parigath*" (Present state and use of Voviyo in Mangalorean Konkani Catholic marriages).

The best practices throw light into the credibility of an institution. These practices are the catalysts of change for a particular educational institution and the society as well.

### Concluding Remarks :

The College, within a short span of 09 years, has made a mark in the field of higher education. We do not refuse admission to students from backward areas, economically poor condition or relatively of low academic score. Deserving students are provided with free boarding and lodging besides free education. The college believes in instilling lasting values in the minds of the students by way of organizing programmes of national unity, secularism and social cohesiveness.

Through outreach programme *Sahayoga*, the college has a unique vision of reaching to the 'the last and the least' and educates the students in social commitment and community participation.

Though we began with two academic programmes in 2010, three more were added based on demand and

employability. Our 10 MOUs with industries, academia and other agencies provide training and placement to our students.

Our college has vowed to revive a nearly forgotten local tradition among the Konkani community namely the musical form of Ghumat. The innovation in that revival is the inclusion of girl students which was once a male bastion.

Without external financial support, it is difficult to establish incubation centres and startups. In spite of this handicap the College uses the facilities available within to generate new concepts, productions and knowledge. Our food production lab of the Hospitality Science is being converted into incubation centre in the creation of new knowledge. The Hospitality Department has created a choice list of 13 dishes giving a twist of local flavor to the continental. The College has made a provision to supply note books at affordable rates. The newly introduced 'Honesty Counter' for stationery is an experiment in affirming the honesty of the students.

**The 'kissing fish'** in the fish tank at the entrance of the college building exhibits amoral aspects of life by responding to your kiss. It is so gratifying to feel a 'kiss' from a fish. It serves as a stress buster to at least some students.

With a conscious stride towards growth, Milagres College moves forward with a sense of determination and fulfillment that we have to reach many more milestones.

## 6.ANNEXURE

### 1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
1.1.2	<p>Number of certificate/diploma program introduced during the last five years</p> <p><b>1.1.2.1. Number of certificate/diploma programs introduced year-wise during the last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>3</td> <td>3</td> <td>6</td> <td>1</td> <td>0</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>2</td> <td>3</td> <td>6</td> <td>1</td> <td>0</td> </tr> </tbody> </table>	2018-19	2017-18	2016-17	2015-16	2014-15	3	3	6	1	0	2018-19	2017-18	2016-17	2015-16	2014-15	2	3	6	1	0
2018-19	2017-18	2016-17	2015-16	2014-15																	
3	3	6	1	0																	
2018-19	2017-18	2016-17	2015-16	2014-15																	
2	3	6	1	0																	
1.1.3	<p>Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years</p> <p><b>1.1.3.1. Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year-wise during the last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>2</td> <td>2</td> <td>2</td> <td>0</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>0</td> <td>0</td> <td>0</td> <td>2</td> <td>0</td> </tr> </tbody> </table>	2018-19	2017-18	2016-17	2015-16	2014-15	1	2	2	2	0	2018-19	2017-18	2016-17	2015-16	2014-15	0	0	0	2	0
2018-19	2017-18	2016-17	2015-16	2014-15																	
1	2	2	2	0																	
2018-19	2017-18	2016-17	2015-16	2014-15																	
0	0	0	2	0																	
1.3.2	<p>Number of value added courses imparting transferable and life skills offered during the last five years</p> <p><b>1.3.2.1. Number of value-added courses imparting transferable and life skills offered during the last five years</b></p> <p>Answer before DVV Verification : 12</p> <p>Answer after DVV Verification: 1</p>																				
2.1.1	<p>Average percentage of students from other States and Countries during the last five years</p> <p><b>2.1.1.1. Number of students from other states and countries year-wise during the last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	2018-19	2017-18	2016-17	2015-16	2014-15															
2018-19	2017-18	2016-17	2015-16	2014-15																	

94	73	73	77	80
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Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
44	30	28	22	26

2.3.3 Ratio of students to mentor for academic and stress related issues

2.3.3.1. Number of mentors

Answer before DVV Verification : 26

Answer after DVV Verification: 26

2.4.2 Average percentage of full time teachers with Ph.D. during the last five years

2.4.2.1. Number of full time teachers with Ph.D. year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
2	2	1	1	1

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
2	2	1	1	1

3.3.2 The institution provides incentives to teachers who receive state, national and international recognition/awards

Answer before DVV Verification : Yes

Answer After DVV Verification: No

3.3.3 Number of research papers per teacher in the Journals notified on UGC website during the last five years

3.3.3.1. Number of research papers in the Journals notified on UGC website during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
2	0	1	0	0

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

Remark : 1)Required documents not provide by HEI. 2) HEI provided data regarding same which is not notified on UGC website.

3.4.2 Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

3.4.2.1. Total number of awards and recognition received for extension activities from Government /recognised bodies year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	2	0	0

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	2	0	0

3.5.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc during the last five years

3.5.1.1. Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
54	16	3	1	1

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
4	3	0	1	0

Remark : HEI input edited according provided documents. DVV consider Only linkages .

3.5.2 Number of functional MoUs with institutions of National/ International importance, Other Institutions, Industries, Corporate houses etc., during the last five years (only functional MoUs with ongoing activities to be considered)

3.5.2.1. Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years (only functional MoUs with ongoing activities to be considered)

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
6	5	0	0	0

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
2	0	0	0	0

4.2.6	<p>Percentage per day usage of library by teachers and students</p> <p>4.2.6.1. Average number of teachers and students using library per day over last one year            Answer before DVV Verification : 204            Answer after DVV Verification: 96</p> <p>Remark : Approximately 96 teachers and students using library per day</p>																														
5.2.2	<p>Percentage of student progression to higher education (previous graduating batch)</p> <p>5.2.2.1. Number of outgoing students progressing to higher education            Answer before DVV Verification : 57            Answer after DVV Verification: 27</p> <p>Remark : 1)HEI input edited according to provided information in excel sheet. 2) DVV not consider training program after graduation, consider only higher education</p>																														
5.2.3	<p>Average percentage of students qualifying in State/ National/ International level examinations during the last five years (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)</p> <p>5.2.3.1. Number of students qualifying in state/ national/ international level examinations (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil services/ State government examinations) year-wise during the last five years            Answer before DVV Verification:</p> <table border="1" data-bbox="304 1397 1046 1534"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>7</td> <td>1</td> <td>0</td> <td>0</td> <td>2</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="304 1615 1046 1751"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>7</td> <td>1</td> <td>0</td> <td>0</td> <td>2</td> </tr> </tbody> </table> <p>5.2.3.2. Number of students who have appeared for the exams year-wise during the last five years            Answer before DVV Verification:</p> <table border="1" data-bbox="304 1832 1046 1892"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	2018-19	2017-18	2016-17	2015-16	2014-15	7	1	0	0	2	2018-19	2017-18	2016-17	2015-16	2014-15	7	1	0	0	2	2018-19	2017-18	2016-17	2015-16	2014-15					
2018-19	2017-18	2016-17	2015-16	2014-15																											
7	1	0	0	2																											
2018-19	2017-18	2016-17	2015-16	2014-15																											
7	1	0	0	2																											
2018-19	2017-18	2016-17	2015-16	2014-15																											
5.3.1	<p>Number of awards/medals for outstanding performance in sports/cultural activities at national / international level (award for a team event should be counted as one) during the last five years.</p>																														

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
45	25	16	11	6

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
14	6	6	3	1

Remark : HEI input edited according to provided documents.

5.3.3 Average number of sports and cultural activities/ competitions organised at the institution level per year

5.3.3.1. Number of sports and cultural activities / competitions organised at the institution level year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
134	131	76	84	45

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
13	13	7	7	6

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

6.3.3.1. Total number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
13	5	4	5	0

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
13	5	4	5	0

6.3.4 Average percentage of teachers attending professional development programs viz., Orientation

Program, Refresher Course, Short Term Course, Faculty Development Program during the last five years

6.3.4.1. Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
15	17	10	8	1

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	1	4	1

6.4.2 Funds / Grants received from non-government bodies, individuals, Philanthropists during the last five years (not covered in Criterion III) (INR in Lakhs)

6.4.2.1. Total Grants received from non-government bodies, individuals, philanthropists year-wise during the last five years (INR in Lakhs)

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
0.174492 5	0.191578 8	0.298206 0	1.122632 8	0.0521

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

Remark : DVV not consider Funds from own institutions/own trust and sister institutions

7.1.1 Number of gender equity promotion programs organized by the institution during the last five years

7.1.1.1. Number of gender equity promotion programs organized by the institution year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
3	3	2	2	3

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15

1	2	2	2	3
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7.1.9	<p>Differently abled (Divyangjan) Friendliness Resources available in the institution:</p> <ol style="list-style-type: none"> <li>1. Physical facilities</li> <li>2. Provision for lift</li> <li>3. Ramp / Rails</li> <li>4. Braille Software/facilities</li> <li>5. Rest Rooms</li> <li>6. Scribes for examination</li> <li>7. Special skill development for differently abled students</li> <li>8. Any other similar facility (Specify)</li> </ol> <p>Answer before DVV Verification : A. 7 and more of the above          Answer After DVV Verification: B. At least 6 of the above          Remark : HEI input edited according to provided documents.</p>																				
7.1.10	<p>Number of Specific initiatives to address locational advantages and disadvantages during the last five years</p> <p>7.1.10.1. Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="304 1014 1046 1149"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>8</td> <td>3</td> <td>1</td> <td>1</td> <td>0</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="304 1227 1046 1361"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>6</td> <td>3</td> <td>1</td> <td>1</td> <td>0</td> </tr> </tbody> </table> <p>Remark : HEI input edited according to provided documents.</p>	2018-19	2017-18	2016-17	2015-16	2014-15	8	3	1	1	0	2018-19	2017-18	2016-17	2015-16	2014-15	6	3	1	1	0
2018-19	2017-18	2016-17	2015-16	2014-15																	
8	3	1	1	0																	
2018-19	2017-18	2016-17	2015-16	2014-15																	
6	3	1	1	0																	
7.1.11	<p>Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)</p> <p>7.1.11.1. Number of initiatives taken to engage with and contribute to local community year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="304 1720 1046 1854"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>8</td> <td>3</td> <td>1</td> <td>1</td> <td>0</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="304 1933 1046 2067"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>5</td> <td>6</td> <td>1</td> <td>1</td> <td>0</td> </tr> </tbody> </table>	2018-19	2017-18	2016-17	2015-16	2014-15	8	3	1	1	0	2018-19	2017-18	2016-17	2015-16	2014-15	5	6	1	1	0
2018-19	2017-18	2016-17	2015-16	2014-15																	
8	3	1	1	0																	
2018-19	2017-18	2016-17	2015-16	2014-15																	
5	6	1	1	0																	

Remark : HEI input edited according to provided documents.

7.1.17 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years

7.1.17.1. Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
7	1	1	3	0

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
7	1	0	3	0

## 2.Extended Profile Deviations

### Extended Profile Deviations

No Deviations