Yearly Status Report - 2018-2019

Part A	
Data of the Institution	
1. Name of the Institution	**ALVA'S COLLEGE**
Name of the head of the Institution	**Dr. Kurian**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**08258-236531**
Mobile no.	**9740668967**
Registered Email	**principal@alvascollege.com**
Alternate Email	**alvascollegemoodbidri@gmail.com**
Address	**Smt. Sundari Ananda Alva Campus Vidyagiri D. K. Dist. Karnataka**
City/Town	**Moodbidri**
State/UT	**Karnataka**
Pincode	**574227**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Rural**
Financial Status	**Self financed**
Name of the IQAC co-ordinator/Director	**Dr Rama Bhat**
Phone no/Alternate Phone no.	**08258236531**
Mobile no.	**9480228391**
Registered Email	**principal@alvascollege.com**
Alternate Email	**iqac@alvascollege.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://alvascollege.com/wp-content/uploads/2018/08/AQAR_2017-18.pdf

4. Whether Academic Calendar prepared during the year

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	https://alvascollege.com/wp-content/uploads/2020/08/Academic_Calender_2018_19.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity Period From	Validity Period To
1	**B**	**2.52**	**2012**	**13-Sep-2012**	**14-Sep-2017**
2	**A**	**3.23**	**2019**	**14-Jun-2019**	**13-Jun-2024**

6. Date of Establishment of IQAC

15-Oct-2012

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries

No Data Entered/Not Applicable!!!
View File

8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
No Files Uploaded !!!				

9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	**6**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**

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

Research and publications Extension activities Certificate courses Memorandum of Understanding (MOUs) Student Placement and training

View File

13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
IQAC chalked out actions	IQAC achievements listed
View File	

14. Whether AQAR was placed before statutory body ?	**Yes**

Name of Statutory Body	Meeting Date
College Governing Council	25-Nov-2019

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	Yes
Date of Visit	21-May-2019
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2019
Date of Submission	11-Mar-2019
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	The communication and implementation of a strategic plan of present academic year is typically based on various technologies adapted in our college. Alva's college has a very good system for the collection, integration, processing, maintenance and dissemination of various academic, administrations and accounts data by some of the software, messaging tools and apps. The college has various technologies which adopted for the decisionmaking, policyanalysis and formulation, planning, monitoring and management at each level of the system. Tally ERP 9 is a windows based (Enterprise Resource Planning) software has been used to handle accounting, tax management, payroll, banking and many such requirements of the accounts section The software supports all daytoday account processes from recording invoices to generating various reports of fees, balance, staff salary, staff welfare funds, alumni fund and payments have been managed through this software. The college circulated notices related to academic activities, programs, competitions, scholarships, sports, student meetings, examinations, fee payment reminder, emergency messages and holidays etc have been sent through bulk message by 'Alerts app' provided by 'Alerts

Solutions Infini Technologies' to each UG and PG students. The required messages related academic, non academic activities have been sent to college staff and parents. Hence, college maintains the dissemination of information to each stakeholders and the same being maintained in the college with the help of information technologies. Similarly college website also one of the system to maintain the college information on curriculum, departments, staff, student corners, student council, cells, forums, placement drives, placement data, student achievements including result, ranks, sports and cultural. The research activities, publications, NIRF data, AISHE participation, NAAC, AQAR data, also maintained in the college website, which easily accessible to different stakeholders. The college website has also provision to online admission and the data collected is processed for the admission. The college website updated regularly to disseminate to different stakeholders. The ERP system facilitates to handle all academic and non academic activities effectively and provide better learning environment to students including quality education. The staff applies their leaves through ERP which helps to maintain the leave data of each staff. The library is totally evolved into digital library. INFLIBNET facility provides access to select scholarly electronic journals and databases in different disciplines to teachers and students. All the computers are connected on LAN. The committed team is continuously upgrading the facilities to make the learning process more effective to students. An ILMS by the vender easylib Software Private Limited was installed in both UG and PG libraries which functions like cataloguing and accessioning, circulation of books, users details, books and periodicals data, library walk in/out details, stock verification, OPAC and WEBOPAC used for retrieval / location and reservation of books etc. The Principal, A.O. and concerned coordinators generally send the messages related to college activities only through mail. Similarly, digital

banners are being used during the organization of maximum programs. The college has 24 x 7 vigilance services of CCTV which helps to monitor the security and safety of the students and belongings.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

Alva's College has devised an adapted curriculum that advances the syllabus prescribed by the affiliating Mangalore University. The integrated course of study, in accordance with the mission and vision of the college, aims to develop the skill sets of the students that would ultimately transform them into responsible professionals in their respective fields. The IQAC, being the administrative body that monitors and maintains the quality of education imparted in the college, initiates the implementation of all aspects of the curriculum through meetings with its members before the initiation of the academic year. The Principal then conducts further meetings with various Undergraduate (U.G.) department Heads and Postgraduate (P.G.) department Coordinators to frame approaches for the fruitful execution of the curriculum. The Head of each department also holds a departmental meeting before the commencement of classes, with the intention of applying aspects of the curriculum in a constructive manner, improving the teaching process and documentation of the same. The lesson plans structured by each teacher are ratified by the Head (U.G.)/ Coordinators (P.G.) before the beginning of each semester and communicated to the students. The Deans of each stream regularly supervise the academic processes as per the timetable of the university. The lesson plan created by each faculty member includes the desired outcome for each portion, units covered, references and the learning points that will be instilled in the students. The plan also covers the tools including LMS and ICT, plans of action, field visits and community orientation programmes adopted for various parts of the curriculum. The college has always motivated its students to enhance their learning experience through the participation of educational programmes such as Workshops/ Conferences/ Seminars arranged by established academic organisations. The institution also orients the faculty to update their teaching methods through computer-based lectures, assignments, discussions, workshops, seminars, educational tours, industrial visits and other innovative approaches, in addition to the traditional teaching practices. Every department also conducts bridge courses for their respective first year students to help broaden their comprehension of the subject, and also for the seamless transition into the topics of the prescribed syllabus. Learner centric techniques such as assignments, peer learning practices, group discussions, certificate courses, add-on courses, case studies, projects and quizzes are employed for the effective delivery of the academic courses. Various forms of feedback from students, parents, teachers and alumni on curriculum are recorded periodically. The college is also a repository for numerous academic books, periodicals, journals, e-books, digital resources and other reference materials on diverse subjects. Additionally, the faculty of every department keeps their teacher's diary updated with records of the various stages of curriculum planning and implementation of each semester, and the same is verified by the Head/ Coordinators and Deans. The critical assessment and suggestions gathered during the different stages of curriculum provision, contribute to the further

refinement of the overall process.					

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
Drawing		21/08/2018	225	This course was designed by the Visual Arts Department to develop the basic hand drawing skills of the students. Basically, the students are guided to create drawings from direct observation.	Learning drawing from observation of small basic shapes make the students capable to draw any shapes from both observation and their imagination.
Nanoscience and Nanotech nology		13/08/2018	174	Nowadays, strong societal requirement and consumer acceptance have become the driving forces of na notechnology development.	The students develop various skill components of nanotechn ology which are obtained from workforce with added training and additional subjects that build on their knowledge of the subject in the Physical, chemical or biological sources.
Tourism Management		17/07/2018	150	The Tourism management certificate course helps the students to opt for any job in the field of tourism industry. It	The tourism management certificate course helps to develop certain skills of the students. This course

			provides detailed information about various vacancies in the tourism industry and details of the job.	provides information on different jobs and the skills that are required to opt for these jobs.
Spoken English Practise	06/08/2018	150	The English language is a very important component in the modern world. Even though it is considered as an official language and is made to learn from a very young age, students are not comfortable using this language.	Using any language fluently and spontaneously is a skill. The certificate course helps the students to undergo various practical and technology based training that affirms their their confidence.
Herbal Remedies	20/08/2018	150	Provides knowledge about the basic herbal medicines so that they get employability in Ayurvedic Pharmacy.	Preparation of basic herbal formulations by expert Ayurvedic doctors.
Vermiculture	20/08/2018	150	India being an agricultural state has its dependency of around 60 to 70 on agriculture and Vermiculture is an organic way of increasing the soil	Vermiculture includes the use of domestic waste to produce organic manure and also it depends on time period as well as the species used for this purpose.

Course	Date	Duration (hours)		
			fertility by avoiding the chemicals.	
Diet and Nutrition	13/08/2018	150	The technique of food preservation is one of the aspects of this certificate course, where students learn the various methods of preserving the food.	The certificate course also focuses on tests to detect the presence of common adulterants in food items which helps in skill development.
Chromatographic techniques, Phytochemical analysis and Food Adulterants	25/08/2018	150	The course helps in learning practical skills which are essential in scientific research. It also helps the students attain practical knowledge about chromatography techniques.	This course helps the students to learn scientific skills in different types of chromatography, separation and identification of phytochemicals present in plants, and to identify adulterants present in foods.
Rural Marketing	14/08/2018	150	As nearly 70 of India's population partake in agricultural activities in rural areas, the course can help generate more employment opportunities to both rural and urban areas.	Through the rural marketing certificate course, students are asked to sell some agro products in the college campus as well as in their locality. They are evaluated based on their

				performance.
Photography and Editing Principles	25/08/2018	150	This certificate course which lays emphasis on theory, also has plenty of hands-on training. Photography is a very broad employment sector with most professional photographers specializing in the areas of advertising, corporate, fashion etc.	Photography is an amazing art. It can be a passion, profession and leisure activity. There are many different areas within the sector of photography, and the work can be varied. The course provides theoretical and practical knowledge on photography.
Basics of Hotel Administration	20/08/2018	150	This course aims to improve the employability of basic hotel management graduates, their capability qualification and aspiration. The course covers all major jobs in the hotel sector.	The Basic Hotel Management Course consists of both theory as well as industrial training. This course helps students in developing proper knowledge with better skills and a new outlook to handle the operations in various sectors of the hotel industry
Graphic Design	20/08/2018	300	This section is an introduction to some of the terminology,	This course develops the students' skill like use of Internet,

			processes and equipment used in the Graphic Design/ Pre-press industries (the Graphic Arts).	image downloading, editing, cropping, scanning, Printing and colour theory etc.
Digital Banking	16/07/2018	150	Many businesses have built their brands and are thriving only because of digital banking. If we did not have the luxury of online banking, businesses like Amazon and eBay may not be in existence today.	As technology is changing the financial industry, the needs for human skills and talent are evolving as well. Banks around the world are assessing their digital optimisation strategies, focusing on the well being of the human workforce.
Finance and Investment Management	10/07/2018	150	New strategic priorities in the youth field and have generated debates on the instrumentalization and the role of youth workers.	Investing in stock exchange gives good returns to the investor with high risk yielding good returns. Students are taught how to invest in any stock market after making a good survey regarding the company and then make investments.

Electrical appliances and repair	23/07/2018	150	The students learn how to repair small appliances like fan, iron, mixer grinder etc. The course makes them capable of opening their own repair shops, if they choose to or create and sell new working models of the appliances.	Repairing of small appliances like fan, iron, mixer, grinder etc.
Payroll Administration	01/11/2018	150	The course helps the students to be placed as payroll administrator or an executive or even be an entrepreneur with regard to payroll outsourcing activities.	The various concepts that the students will be studying will be based on the usage of payroll software where students learn various topics such salary calculation, PF EIS and tax returns and gross salary and CTC calculation.
Food and Nutrition	19/08/2018	155	The main aim of the certificate course is on employability - where students are enlightened with basic professional knowledge of Food science	The students will be able to understand the nutritional requirement during different stages of an individual's life, in

				and Nutrition.	detail, and also study the role of macro micro nutrients and their deficiency in human body.
Chemistry Academia-Industry Alignment (M.Sc. Chemistry)	17/09/2019	170		The regular syllabus of the course does not cover the required scope of organic synthesis. The present certificate course provides an opportunity for the students to develop skills in synthetic organic chemistry.	Based on the prescribed syllabus of the certificate course, experiments were conducted in a laboratory which has ultimately helped the students to gain a practical understanding of the syllabus.
Chemistry Academia-Industry Alignment (M.Sc. Analytical Chemistry)	17/08/2018	170		The certificate course is introduced to the student to create a bridge between academia and industry. The certificate syllabus was framed by the suggestions of industrial experts.	This certificate course helps the students to solve cases and develop the skill of troubleshooting with regard to a given task in a company.
Chemistry Academia-Industry Alignment (M.Sc. Organic Chemistry)	17/09/2019	170		The regular syllabus of the course does not cover the required scope of	Based on the prescribed syllabus of the certificate course, experiments

			organic synthesis. The present certificate course provides an opportunity for the students to develop skills in synthetic organic chemistry.	were conducted in a laboratory which has ultimately helped the students to gain a practical understanding of the syllabus.
Computer Fundamentals	16/06/2018	150	Computer Science is an essential part of our daily life. Almost everything around us is associated with computer hardware and/or software. Invention in technology is directly associated with computer science.	This course covers basic personal computer skills that include: email etiquette, word Processing, spreadsheets, presentation software, and the file system. Most students will have some, but limited or no, formal computer training.
Tally ERP 9.0	04/08/2018	150	Tally ERP 9.0 course covers in-depth knowledge to meet the accounting requirements of the industry. We not only teach the concepts but also help students to learn as to how they can practically implements those	The Tally course is useful mainly for maintain accounting purposes. Tally now has a vast scope and, has also developed more features so it will help us not only in accounting but also in compliance,

				concepts in the accounting process.	reporting and more.
Basic Accounting	12/08/2018	150		It gives conceptual clarity on the various concepts of Accounting which is an added value for non-commerce students and can also add value to one's resume to increase the odds of getting a job.	Technical skill
Human Resource Employee Relation Management	01/07/2018	150		Human Resources and Employee Relation Management are considered to be a specific field of Human Resource Management. The course focuses on establishing and retaining productive r elationships of employees within a company.	It plays an essential role in creating a culture in the organization where every employee takes training and employee development activities seriously.
Contemporary Social Skills	23/08/2018	150		Soft skills like good in terpersonal skills allow members to participate effectively as a member of team, satisfy customers and clients	It helps the students to learn teamwork, pr oblem-solving and critical thinking. It provides the platform to the students to

				expectations, negotiate make decisions with other people.	participate effectively in community life. It motivates the students to work and communicate with others.
Public Admin istration	01/06/2018	150		To introduce the concept of administr ation to the students . To orient the students about the role of public admin istration in the nation building process. To explain the composition and function of Local Self Government.	The syllabus of the Public Admin istration course has topics related to a dministrativ e skills and also regarding civil service. Therefore students can attain the knowledge of skills required for administrati on.
Psychology for Everyday Living	25/07/2018	150		It imparts basic knowledge of concepts and trends in Psychology, and also imparts the skills required to be a trainer in mental health.	It makes the individual self aware and teaches them self-help skills. It also leads to personality development.
Soft Skill Development	13/08/2018	150		The course focuses on improving soft skills like leadership, communicatio n, creativity, team building etc. It also helps in the overall	The course covers theoretical aspects as well as practical. In the syllabus, each chapter has relevant exercises, case study, role play, management

| Post Graduate Diploma in Business Management | Post Graduate Diploma in Business Management | 28/08/2018 | 150 | development of the students which is important for the students to get employed.

The specified course in the domain of management studies focuses on the application of managerial principles in the domain of business. | games and other related activity which gives the opportunity for the students.

Business Management related skills such as marketing, sales and customer service, communication and negotiation, leadership, project management and planning, delegation and time management abilities are developed. |

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		

No file uploaded.

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

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
No Data Entered/Not Applicable !!!		

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

	Certificate	Diploma Course
Number of Students	782	22

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
No Data Entered/Not Applicable !!!		

	View File

1.3.2 – Field Projects / Internships under taken during the year

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

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained

Alva's college has developed a well-organised feedback system, based on its importance in the review and revision of the implemented curriculum. The feedback on curriculum from all the appropriate stakeholders involved is gathered, scrutinised and ultimately utilised for the general improvement of various aspects of the college. The feedback forms, based on the nature of their criteria, are available on the college website. All stakeholders are encouraged to fill the forms and give their suggestions regarding the curriculum before the end of the concerned academic year or semester, after which the consolidated data is evaluated to implement any corrective measures, if necessary, to the teaching and learning process of the respective programme. If any other lapses in the implementation of the curriculum are found through the gathered data, the relevant bridging is done by the authorities concerned, and the responsible faculty member is counselled regarding the same. The Governing Council of the college along with the Board of Management deliberate on the summarized report, and execute any required changes. The action taken report, along with the feedback analysis of each academic year, is uploaded to the college website.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
No Data Entered/Not Applicable !!!				
View File				

2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution	Number of fulltime teachers available in the institution	Number of teachers teaching both UG and PG courses

			teaching only UG courses	teaching only PG courses	
2018	3563	698	158	83	0

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
No Data Entered/Not Applicable !!!					
View File of ICT Tools and resources					
View File of E-resources and techniques used					

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

The mentor-mentee system is maintained in the college separately for undergraduate and post-graduate courses. Mentoring is a valuable strategy to provide students with the emotional and instrumental support, which is needed for students to achieve their goals. We have high aspirations for all of our students and want to help them achieve and surpass their own expectations and those of the people who teach and care for them. Mentors will take the lead role in students' college life by providing information, guidance and encouragement, nurturing students college aspirations, helping them to prepare for college and how to make successful transitions. In addition, mentoring the students in college helps, them feel more connected and engaged on campus, which can ultimately improve students overall growth. In order to monitor both the academic and non-academic aspects of the students, our college has implemented the mentor mentee system in two different dimensions for undergraduate and postgraduate students respectively, by identifying their basic needs in the curriculum. Mentor Mentee System for Undergraduate Courses: The deans of the each department will be appointing the mentors for each class after consultation with the principal. A class with more than 30 students will be allotted with few more teahers based on the number of students, as assistant mentors, who will help in monitoring the students. Each mentor has to maintain a coordinators dairy which will be having their mentees profile. The mentors have to monitor the cumulative dairy, which is updated by the students regularly. The mentor has to conduct meeting regularly to monitor the challenges or the problems that the students are facing in the college and hostel premises. The academic advisor will be responsible for signing the leave records. Mentor Mentee System for Postgraduate Courses: Comparatively well matured students group could be found in the postgraduate courses and mentoring system is structured on the basis of same background. The principal will intimate the coordinators of all postgraduate departments to appoint mentors for each student based on availability of full-time lecturers in the respective department, and the same list must be forwarded to the principal for confirmation. Coordinators will be responsible to conduct regular meeting in the department among the mentors to identify issues and initiate innovative strategies in the mentoring process, the same must be maintained in the departmental proceedings. Mentors are responsible to keep a tract of each student assigned and any irregularities found must be reported to their coordinators and to the parents. Apart from this, mentors must maintain records of consultations, counseling or referring external counseling, whenever it is done for any student. All coordinators and deans meet with the principal frequently for the better maintenance of the mentoring system of the college.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
4261	188	1:23

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
241	241	0	47	31

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

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

View File

2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
No Data Entered/Not Applicable !!!				

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

In Alva's College, evaluation adopts a two-pronged strategy. The Formative Assessment is put in place for continuous internal assessment and various strategies are adopted by the institution for this. The Summative Assessment is put in place for semester end evaluation as per the mandate of the University. Formative Assessment involves the assessment of the students for their learning abilities. After the commencement of college, beginning of the semester bridge course is conducted for the students who have come from different streams. As a part of internal assessment criteria and for the development and improvement of their reasoning ability case study analysis is conducted for the students. Group seminar is given to students for improving their communication skill, interaction ability for the allotment of internal assessment. As a part of their syllabus field study report is also prepared. The Summative Assessment of the students involves the evaluation process prescribed by the University. The process involves 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 examinations and on the basis of which students are also identified as advanced and slow learners. 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 hide the identity of the candidate writing the exam.

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

Alva's College is affiliated to Mangalore University the College follows the university calendar of events and time table. College conducts semester examination as per the time table prescribed by Mangalore University. Academic year starts as prescribed by Mangalore University. College prepares academic calendar contains plans for curricular and co-curricular activities based on the available working/ teaching days as per university norms. Academic calendar is prepared by conducting meeting with deans and HOD of various departments 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, submission of internal assessment and list of holidays. Students are then informed about the

academic calendar and time table of internal examination. 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 HOD/Principal who monitors the day to day conduct of classes based on the time table.

2.6 – Student Performance and Learning Outcomes

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

https://alvascollege.com/courses/program-outcome-course-outcome/

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
No Data Entered/Not Applicable !!!					
View File					

2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

https://forms.gle/2zUHfqp9GCX1iVxw9

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Any Other (Specify)	730	Alva's Education Foundation, Moodubidire	8.62	2.63
View File				

3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Intellectual Property Rights	Research and Development Cell	13/08/2018

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year					
Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
Department of Post Graduate Studies in Journalism and Mass communication	Alvas Audio-visual Production Studio	Alvas Education Foundation, Moodubidire	Alvas Multimedia Contents	Production of Interviews, Awareness videos, Alvas Celebration, Special talks, Cover song, Documentary, College promo, Alvas News Time.	01/06/2018
[View File](#)					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards		
State	National	International
No Data Entered/Not Applicable !!!		

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)	
Name of the Department	Number of PhD's Awarded
PG Dept. of Biotechnology	1

3.3.3 – Research Publications in the Journals notified on UGC website during the year			
Type	Department	Number of Publication	Average Impact Factor (if any)
International	PG Applied Zoology	1	1.89
International	PG FSN	7	2.82
International	UG Commerce	3	3.84
International	PG Analytical Chemistry	3	4.14
International	PG Commerce	4	5.52
International	PG (HRD)	1	9.21
International	PG Biotechnology	7	0.66
[View File](#)			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year	
Department	Number of Publication
Hindi	5
Kannada	2
PG Botany	3

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Genoprotective effects of gallic acid against cisplatin induced genotoxicity in bone marrow cells of mice	S. Shruthi	Toxicology Research	2018	8	Alva's College, Moodbidri	7
ESCC ATLAS: A population wide compendium of biomarkers for Esophageal Squamous Cell Carcinoma	Raghavendra Rao B	Nature Scientific Reports	2018	7	Alva's college, Moodubidre	7

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

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

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	4	24	0	0
Presented papers	29	29	0	0
Resource persons	0	0	1	0

3.4 – Extension Activities

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

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

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NCC Army Wing	State Level Best Institution Award	Karnataka and Goa Directorate ,NCC Banglore	92
View File			

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

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

3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
No Data Entered/Not Applicable !!!			
No file uploaded.			

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!					
View File					

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
No Data Entered/Not Applicable !!!			
View File			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
24000000	22910026

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Existing
Classrooms with LCD facilities	Existing
Laboratories	Newly Added
Campus Area	Existing
Class rooms	Existing
Seminar Halls	Existing
Seminar halls with ICT facilities	Existing
Video Centre	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
View File	

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
Easylib	Fully	4.3.3	2012
Webopac	Fully	4.3.3	2012

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Journals	70	435937	61	132349	131	568286
Text Books	26620	0	477	286178	27097	286178
Reference Books	1066	0	0	0	1066	0
e-Books	94	0	0	0	94	0
e-Journals	13	0	2	0	15	0
CD & Video	894	0	0	0	894	0
Others(specify)	42	31960	39	45214	81	77174
Weeding (hard & soft)	0	0	0	0	0	0
View File						

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			

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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	274	196	100	13	0	26	39	100	24
Added	0	0	0	0	0	0	0	0	0
Total	274	196	100	13	0	26	39	100	24

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

100 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Alva's Multimedia Studio	https://www.youtube.com/watch?v=4UAyoGu2yRY
Alva's Multimedia Studio	https://alvascollege.com/college/facilities/multimedia-studio/

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
20050000	20043553	24000000	22910026

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

As is the norm of the college, individual personnel maintained each and every part of the campus' infrastructure including the building upkeep, transportation and other associated paraphernalia. The maintenance team consisting of electricians, plumbers, carpenters, and the like, rendered their service according the nature of the issue recorded in independent complaint registers for various services. A total of Rs. 2,29,10,026 was utilized for the development and maintenance of both the U.G. and P.G. infrastructure during the concerned year. The 35-acre college campus has 125 traditional classrooms with blackboards, 47 classrooms with LCD, 33 classrooms with internet connectivity, 6 seminar halls - some with ICT facility, a video centre and 49 laboratories used by the staff and students of various departments for regular classes,

guest lectures and other activities associated with the curriculum. Each laboratory has its own safety system which is monitored by the assigned personnel whosupervise every aspect of the facility, and also record the periodical maintenance and status of the instruments and chemicals in the laboratory log book. Every department that avails the laboratory facility maintains a record of the same. The U. G. and P. G. sections of the college library which are under the supervision of the Chief Librarian have been revamped with advanced amenities like Easylib and Web OPAC that enhance the overall functioning of the library management system (LMS). The movement register for the staff and students continues to be maintained by the respective sections, as well. The administrative body of the college has framed a separate policy with particular rules and regulations for specific sections of the campus such as the sports complex, playground, synthetic tracks, gym, swimming pool and yoga centre. Regular maintenance is undertaken to ensure that the said facilities function as intended according to the highest of standards. The college has updated its IT infrastructure through the upgradation of its computer laboratories and browsing centre. All of the 26 offices and 39 departments of the college have been provided with upgraded computer systems with a high-speed internet connection of 100 Mbps. Both the staff and students make use of the internet facility to improve the teaching-learning process. The computer laboratories are serviced and maintained by expert technicians and each laboratory maintains an individual log book, as well. Routine maintenance is undertaken in every section of the college, including the classrooms. Each and every aspect of the classroom including its inventory is under the purview of a relevant department, and is periodically monitored by the assigned maintenance team. The college continues to maintain its fully-fledged multimedia studio which serves to facilitate the learning process of various departments through e-classes and lecture capture systems. The college has also assigned capable technicians for the studio to ensure the smooth functioning of the same. The expenditure incurred during the specified period for the maintenance of the physical and academic facilities of the college came to a grand total of Rs. 2,00,43,53300 and Rs. 2,29,10,02600 respectively.

https://alvascollege.com/college/facilities/procedures-and-policies/

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	SC/ST Scholarship Backward Class Scholarship Karnataka Labour Welfare Board Scheme POST MATRIC SCHOLARSHIP Seetharam Jindal Foundation Mangalore Unversity Sport scholar ship Sport scholar ship /USSE Mangalore Unversity Institution Freeships / Adopti	1798	6987885
Financial Support from Other Sources			

a) National	MHRD Scholarship Fresh MHRD Scholarship Renewal	74	740000
b)International	NIL	0	0
View File			

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

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Soft skill development	12/06/2018	2725	Faculties and Resources persons
Remedial coaching	19/07/2018	592	College faculties
Language lab	07/06/2018	2053	Department of English
Bridge courses	05/07/2018	7449	Faculties
Yoga, Meditation	24/10/2018	180	Alvas College of Naturopathy
Personal Counselling and Mentoring	27/07/2018	42	Belaku, Alvas Counselling Center
Bussiness English Communication (BEC)	30/08/2018	145	Department of English
View File			

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2018	NET	35	35	0	0
2019	CA- INTERMEDIATE (Decmber)	55	55	27	0
2019	CA- IPCC (group I) and Group II	51	51	13	0
2019	JAM	23	23	2	0
View File					

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
8	8	4

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
24x7 ALEMBIC PHARMACEUITICALS BRITISH BIOLOGICALS CONZULERE DELOITTE DEMAND NXT EY GOAN INSTITUTE INFOSYS INFOSYS BPM JARO EDUCATION KOTAK MAHINDRA LT INFOTCH NANDI TOYOTA NINJACART NOTHERN TRUST QUESS SUNRISE BIZTECH TCS WIPRO WIPRO (WILP)	827	224	PA COLLEGE, MANGALORE HEALTHIFY ME, BANGALORE VLCC, BANGALORE HEALTHIFY ME, BANGALORE ALVA'S COLLEGE MOODBIDRE JAYCEES English Meduim School, Karkala Alva's College, Moodbidri. St. Xavier School, Siddakatte Govt School, Puttige Govt Highschool, Kinni	200	159
[View File](#)					

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2019	252	BA,BSC.BCOM, HRD, BCA	Science, Arts, Commerce	MANGLORE UNIVERSITY ST. ALOYSIUS, MANGLORE B.ED IN BANGLORE NITTE UNIVERSITY MANIPAL UNIVERSITY JAIN UNIVERSITY, BANGLORE GARDEN CITY UNIVERSITY	MA- ENGLISH MA- ENGLISH B.ED MCJ- BROADCAST AND MANAGEMENT MA- ENGLISH MSC- PSYCHOLOGY MSC- PSYCHOLOGY MCJ MA- JOURNALISM MA- ENGLISH MCJ MCJ MSC- PSYCHOLOGY

| | | | | | ST. PHILOMENA COLLEGE, PUTTUR JAIN UNIVERSITY, BANGLORE BANGLORE UNIVERSITY ALVAS COLLEGE, MOODBIDRI ST. | THEOLOGY LLB B.Ped B.Ped B.Ped B.Ped MA- ENGLISH B.Ped B.Ped MA- SOCIOLOGY B.Ped B.Ped B.Pe |

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

Items	Number of students selected/ qualifying
SLET	3
GMAT	1
Any Other	14

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

Activity	Level	Number of Participants
Sports Day competition	inter department	198
College Day competetion	inter department	748
79th AIU Athletic championship	National	5000
MUIC Athletic Championship	National	750
MUIC Yoga Championship	National	160

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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	Bronze	International	1	0	BA17127	Ellakkiya dasan
2019	Bronze	International	1	0	HR15021	Dharun. A
2019	Bronze	International	1	0	BB18347	Ashish Bhalotia
2019	Silver	International	1	0	BA17125	Shubha V

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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of

the institution (maximum 500 words)

Student's council is an active body of Students by students and supervised by class advisers and all the Deans of the various streams. The objective of student council of our college is to provide equal opportunity to students to develop leadership and organising skills by carrying out various college activities throughout the academic year. In addition to planning events and executing them, the voice of student council upholds the college spirit with concern towards community welfare. Student council is framed by selection method by the Academic advisers of the respective classes and class representatives are selected. The class representatives have the general responsibility of coordinating, directing and overseeing the activities of student in the class. The academic schedule of the entire year for student council starts with "Independence Day" where all the responsibilities are officially taken up by student council body. The college has various academic and administrative bodies that handle student council. Major activities carried out by the student council with the help of management are as follows: Independence Day, Republic Day, Alva's Nudisiri, Alva's Virasath, Alva's Deepavali, Alva's Pragathi, Srilankan Day, Keraliyam, Ifttar, College Day, Talents Day and Sports Day. Along with these NSS, NCC and 34 forums are active in the college. Class representatives will attend all the meetings pertaining to all the programms and inform the same to the entire class. Student's representatives also collect feedback for academic and non-academic activities. Funds for NSS activities like check dam construction, blood donation camps, creating awareness regarding malaria and dengue, Swacch Bharathabhiyan are collected by the student council. The following academic and administrative bodies have student representatives: ? IQAC ? Hostel food committee ? Organizing committees of various departments ? College Magazine committee ? Departmental News Letter and Wall Magazines ? Various Forum associations ? NSS ? NCC Rovers and Rangers units

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

Yes. The alumni association of the college was registered recently on 29-09-2018. The members of the association are the representatives of diverse alumnus and are from different streams. The Alumni Association has been actively functioning in the college and also in various Departments. Few of the departments organized the alumnus meeting on convocation day on 04-05-2019, during which department collected the feedback from them for the future initiatives. The Alumni Association has been functional in the shaping in the policies and overall development of the college. The main objective of the alumni association is to create and maintain a lifelong connection between Institute and its Alumni, finding a new way to build an engage membership base is an integral task of the Association. Every year the students are requested to fill the feedback form before they receive their certificates. The data is collected and proceed for analysis and used for development of the college. Financial means of contribution • The alumni offer the assistance in the form books, , • The Alumni of Biotechnology department had contributed financially for organization National and International Conference. Non-Financial means of contribution • Some of the alumni are expert in their respective fields they are invited to deliver guest talks. • Many alumni have helped the department in placing the students to the Internship and project work and given a reference to the vacancies for the students • Some of faculties are alumni of our college who have contributing significantly to the development of the college. • The alumni members are actively sharing inputs to upgrade the academic course curriculum with respective changing scenario. • Some of the alumni are public

representatives they help us whenever there are some local problems .Their feedback is valuable for the administration of the college. • The alumni those are in the field of mass media and communication help in providing advice, their views and supports plays a vital role in mounting the image of the college in the society.

5.4.2 – No. of enrolled Alumni:

910

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

910000

5.4.4 – Meetings/activities organized by Alumni Association :

2

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

CASE STUDY 1: RESEARCH CELL Research Cell was set up in the academic year 2013-14 by the recommendation of IQAC of the college to monitor and promote research activities of the institution. Since the academic year 2017-18, it is functioning under the name of "Inventio" with the objective to create research environment in the college, motivate students and staff to take up research projects. The cell is headed by Chief Coordinator Dr. Raghavendra Rao, comprising a committee of ten members including the principal of the college. The committee holds meetings occasionally to discuss about the various aspects of research activities of the institution and suggests for initiation, correction, publication and approval of research work initiated by the faculties and students as well. The committee recommends the management to provide financial support for the approved research projects of the faculties. CASE STUDY 2: CERTIFICATE COURSE MONITORING COMMITTEE This committee was set up in the academic year 2013-14 by the recommendation of IQAC of the college to monitor and promote certificate courses by the various departments of the institution with the objective of helping students to achieve more than their academics. The committee invites the proposals of various certificate courses by the in-charges (coordinators) of concerned departments and it will be verified and approved by the Committee Coordinators. The same will be implemented by the respective departments based on the guidelines given by the committee. It is the responsibility of the course in-charges to report the activities of the programme frequently.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Industry Interaction / Collaboration	Strategic plan of linking each student to the practical settings through mandated internship is implemented. Each department of PG UG studies have an expert committee to bridge and suggest industry interaction and

		additional programmes like guest lectures and workshops are planned in association with various industry alumna relations.
	Library, ICT and Physical Infrastructure / Instrumentation	Up-gradation of physical infrastructure with respect two optimal use of classroom, seminar halls, audio visual rooms, computers are ensured through systematized management flow chart. Library facilities are made online and E-materials are give a preference where in each department is mandate to prepare enough E-materials other than the E-platform used for the regular academic work.
	Examination and Evaluation	1) Evaluation based and outcome based classroom are the important new initiatives planned to reach this goal the examination committee has been reframed with more members. 2) Evaluation indicators with respective to teaching learning and student development has been expanding to include additional aspects like, a) Performance in the internship. b) Feedback in the internship agencies. c) Participation in co-curricular activities, social and emotional capabilities of the learner.
	Teaching and Learning	Based on the program and course outcome few important strategies are planned out for improvement of teaching learning. 1) Assessment of class pedagogy and inclusion of E-materials in the classroom learning. 2) Participation of students for lesson plan implementation where in student's makes small presentation. 3) Effective use of Google classroom for post class discussion. 4) Ensuring students participation for project work based on class finding / discussion.
	Curriculum Development	The college follows curriculum designed by Mangalore University. But to enrich the curriculum various innovative methods are practiced. Feedback regarding curriculum from teachers, students, parents, employees renowned academicians and alumnus are collected analyzed. Based on this, a) Chart of suggestion is send to University through the principal for amendments. b)Supportive program's like internships, project works, certificate courses, add on courses, guest lecturers and seminars are organized

	and the findings of this is communicated to various Boards of Study and the University.
Research and Development	1) Administrative research activities grouped and directed by research coordinators, assisted by each Faculty of knowledge. 2) The cell has systematically sensitized faculty on three important issues, a)Research b)Publication c)Patenting Student teacher combined project are evolved and supported by the management, a need of separate finalized administrative structure is determined and same is recommended to the management.
Human Resource Management	Participatory micro units for various academic and co-academic activities are created and participatory models of managing micro and macro administrative need is strengthened .Financial sustainability and academic sustainability has been made as pivotal in recruitment and deployment of workforce integrated performance appraisal is planned both for teaching and non teaching staff.
Admission of Students	A clear policy of inclusion of differently able socially marginalized differently talented is practiced and monetary system regarding their education and progress is put in place. Expansion of geographical area is ensured through publicity using electronic media and digital materials. Alumni network is involved in suggesting students from various parts of the country for various UG and PG courses.

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

E-governace area	Details
Administration	Faculty, Attendance, leave management, students attendance and class preparation and monitoring various committees task and assigning and its various evaluation of internal assessment and faculty evaluation carried out through well designed LMS system. Student's performance feedback is managed and parent's are connected by a LMS. Report generation and content development with respect to various courses and programmes are carried out using college website. All official communications are paperless using internal mail system.

Finance and Accounts	**All the payments are channelized through e-payment gateway integrated into the separate finance management software. All sanctions, Auditing, bill clearance is done using the software Tally ERP9.**
Examination	**Internal assessment examinations are conducted using LMS and internal assessment credits are allocated automatically. University examinations are partly electronised. Results and marks card are issued through online platform and communication regarding student's performance is communicated to the parents through the LMS.**
Planning and Development	**Development plan and budget is prepared using e-platform location and utilization and feedback regarding various programs both academic and co-academic is obtained through college website and same is utilized for analyzing the plans.**
Student Admission and Support	**Advertisement of courses, programmes, certificates courses and add-on programmes is done using electronic media. Online application forms for all the concerns are made available. Counseling and question answers services regarding various courses are made available in the college website.**

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
No Data Entered/Not Applicable !!!
View File

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

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

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

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

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
190	51	45	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
EPF,ESI,Maternity Benefit	EPF,ESI,Maternity Benefit	Fees concession for meritorious,cultural ,sports,physically challenged and Koraga community students.

6.4 – Financial Management and Resource Mobilization

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

Internal and External Audit Report Internal Audit Report: Institution conducts internal and external audit regularly by Chartered Accountant Firm, M/S Umesh Rao and Firm, Moodubidire. Qualified Internal Auditor from external source have been permanently appointed and a team of staff under them do a thorough check and verification of all vouchers of all the transactions that are carried out in each financial year. Likewise, an external audit is also carried out on an elaborate way at every quarter. Scope of audit covers verification of receipts and vouchers all income and expenditure on daily basis. It also covers Pay roll verification, capital expenditure verification, receivables verification, verification on bank reconciliation statement. So far there have been no major objections. Minor errors of omission and commission when pointed out by the audit team are immediately rectified. The report is analyzed by the management and remedial measures are taken with proper follow up. External Audit Report: External audit is conducted by M/S Devkumar Co, Mangalore on yearly basis. Report of the external audit is examined by the management for proper remedial action.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Nil	0	Nil
No file uploaded.		

6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

Audit Type	External	Internal

	Yes/No	Agency	Yes/No	Authority
Academic	**No**	**No**	**Yes**	**IQAC**
Administrative	**Yes**	**External Expert Commitee**	**Yes**	**Governing Body**

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

Collaboration for various activities such as 1. Co-curriculam Activities 2. Extension Activities 3. Internship

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

1.Stress and Time Management among Non -Teaching Staff 2. ICT - Internet Access 3. Managing Interpersonal Relationships

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

1.Remedial classes for slow learners, average learners and meritorious students have been conducted 2. More MOUs have been initiated 3. ICT based teaching have been initiated intensively.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

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

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Gender Equity and Women Empowerment	**07/08/2018**	**07/08/2018**	**600**	**400**
"Gender Equity and Prevention of Human Trafficking"	**09/10/2018**	**09/10/2018**	**585**	**415**
"Women Empowerment Program"	**10/03/2019**	**10/03/2019**	**130**	**129**
"Issues and Challenges of Women	**14/03/2019**	**14/03/2019**	**100**	**50**

Empowerment"				

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
54.78

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	14
Provision for lift	Yes	14
Ramp/Rails	Yes	14
Braille Software/facilities	Yes	14
Rest Rooms	Yes	14
Scribes for examination	Yes	14
Special skill development for differently abled students	Yes	14
Any other similar facility	Yes	14

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
No Data Entered/Not Applicable !!!							
View File							

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

Title	Date of publication	Follow up(max 100 words)
Code of conduct for students	12/06/2018	For the systematic functioning of the institution the students are thoroughly acquainted with the code of conduct and are expected to bear in mind their adherence to it. The good behavior of each student is a part of the collective serenity of the campus, students are expected to act along with the academic advisors, deans, principals and other advisors in good faith, being present in the

| | | | campus and participating in the required activities is very much expected and attendance of each student is monitored to keep track of their day to day presence and participation. Every student has to maintain the eligibility of the university with regard to marks and attendance, and evils like ragging are strictly prohibited and apt punishment will be administered if any such act is practiced. Students are not allowed to use mobile phones and other such gadgets within the college campus, they are expected to perform in their exams very fairly, and also have necessary documents whenever required. The student code of conduct elaborated above does a fair job in the best interest of the students, teachers and the institution and aids in systematic function of the learning experience. |
| Code of conduct for teachers | 12/06/2018 | | Teachers being the guiding force to the students, the institution has a well-established Teacher Code of Conduct. Every teacher is expected to uphold the general moral consciousness and pass it on to the students, teachers are to teach the right and good keeping the academic consciousness for the excellence of the students in their chosen courses, they are also expected to exhibit good behavior, regularity, truthfulness, kindness and every other virtue that they would bestow upon the students through their actions and |

conduct. Teachers are highly expected to provide fair treatment to the students in the examinations, assignments, attendance and other areas, they are not supposed to be dominant, but to have friendly relations with the students to make them feel at comfort and excel in their endeavors and apart from the academic interest, it an important duty on the part of the teachers to discover the other interests of the students and help them to walk in the right direction. The above briefed teacher code of conduct serves as a guiding force to all the teachers and it has helped to uphold the morals of the institution and the society.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Certificate Course: Human Values Professional Ethics	02/08/2018	15/02/2019	27

<div align="center">No file uploaded.</div>

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

<div align="center">

Staffs using Public Transport

Pedestrian friendly roads

Plastic-free campus

Paperless office

Green landscaping with trees and plants

</div>

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice-1 1. Title : Adoption scheme for Meritorious, Sports, Cultural and other students 2. Goal : To encourage the highly meritorious students who have excelled in sports and cultural activities. And also the talented differently abled students and the students of marginalized tribal communities. To unite and cherish students of different regions under a single institution. To encourage and support the socially marginalized section of students. To help students with present skill oriented courses so that they can face the competitive world. 3. The Context : Adoption being one of the cherished visions of the institution, young minds and hidden talents are encouraged by providing

scholarships which are started by Dr. M Mohan Alva, Chairman Alva's institution. Adoption programs enhance the students to explore the innovative world. Skill programs and courses which are given to them along with their course provide motivation. They are given food, accommodation and study materials for the fruitful completion of their higher education. Candidates are selected based on the following sub-categories: 1. Cultural adoption: 2. Sports adoption 3. Merit based adoption 4. Others : i) Adoption of the differently abled ii) Adoption of Tribal students 4. The Practice: Certain criteria are followed in order to select applicants for various adoption schemes based on which the candidates can obtain adoption. The process begins with inviting applications, then screening the applications, testing/validating and fully selected students shortlisted by the chairman. The candidates and their parents/guardians are familiarized with the facilities provided under their respective adoption scheme along with the terms and conditions which have to be abided by the candidates. Cultural Adoption: The applicants under this scheme are supposed to mention their interest in cultural activities. At the beginning of every academic year, these applicants are tried out to validate if they are suitable to be part of the cultural adoption program. Aspiring candidates are required to attend the cultural selection test in which they are screened based on their performance by professional trainers. The students who already possess a certificate of excellence in any art or cultural form of dance or music at national or state level competitions have to produce the same. If these certificates are recognized and found to be valid then these students are considered for adoption. Sports Adoption: Every academic year, a 10 day sports camp is conducted in the month of April, to which applications are invited from the candidates. During the camp, the applicants are judged by their sports and athletic performance. The camp provides complimentary food and accommodation for all the applicants. The selected candidates are provided with complete adoption which includes sports training and academics. They are required to attend regular training in order to build their physical strength and improve their skills. Once sufficiently trained, these students are provided opportunity to take part in various sports events at different levels. Merit Based Adoption: Merit being one of the prominent criteria in educational institution, Alva's College provides adoption to meritorious deserving students based on their performance in previous qualifying examinations. Furthermore, the candidates who have obtained the required percentage of marks (above 90 percent in their PUC examination) are informed. The students will continue to be under the adoption scheme, provided they obtain the required percentage (85) at the end of every academic year. Other Adoptions: One of the Institutional which concerns student welfare is the adoption scheme for differently-abled and tribal students. These students are considered for the complete adoption scheme after scrutinizing the documents that validate their status. Once in every three months, a meeting is held to discuss their welfare. 5. Evidence of success: Students under the cultural, sports and merit-based adoption schemes have secured ranks and other distinctions in their respective areas, thus highlighting the success of the aforementioned practices. The students who come under the sports adoption have taken part in various levels of sports including state, national level and Olympics. Sports and cultural adoption students have expanded and honed their skills with daily practice which has helped them to achieve success in their respective fields. Students who have passed out from the institution have taken up teaching/training youngsters in their respective fields with the same zeal and enthusiasm that they received from the institution, thus making them exemplary role model for future ambitious students. 6. Problems faced and Resources Required: Adoption scheme is implemented as per the vision of chairman and management of the institution to develop sports, cultural activities along with the academic achievement. It is felt that more trained personnel required in order to mould the students under the aforesaid scheme. Best Practice-2 1.Title: Professional and Personality

Development Training Programme Vision: The institution focuses on the professional and personality development of the student to make them reliable with a positive attitude and right decision making through Guiding Enabling the students with relevant conceptualized professional and personality skills , enhancing them towards a bright future career with the values of honesty, generosity, Sincerity, Hard Work and Ethics. Mission: To educate students in various technical fields to fulfil requirement of human resources by providing sustainable quality of education, training and learning environment, also moulding them to become skilled competent and responsible citizens. 2. Goal: To Improve communication and leadership skill of the students To Guide students to choose right career Development of self-confidence, comradeship and secular outlook To meet the manpower requirements of the Industry To provide resources and activities to facilitate the career planning process. To act as a link between students, alumni, and the employment community. 3. The Context: The institution knows that the industry is always on the lookout for students who are Vibrant, energetic individuals who are ready to accept challenges, attentive, a good academic Background, fast learners, open to learning even at work. "Nurturing the potential of students, empowering them to carve their unique paths" through Pre-Placement Taining Add-on Professional course training : CS,CA-CPT,IPCC,IBPS Certificate Courses Industrial Visits and Internships These training programs focus on personality development to make the students reliable with a positive attitude and right decision making through Guiding directing the students to select the right career in accordance with their skills. Preparing the students with contemporary skills developing professionalism among them through Proper training programmes. 4. The Practice: The institution believes that training tends to act as a stepping stone and paves the path for a bright future of the students so it is very important to be thoroughly prepared for the future. Alva's Institution has a placement cell and Placement committee which helps in planning training programs for the students. The Pre-Placement training aims at sharpening the skill of individuals for success in placement tests. In order to sharpen their technical skill and polish their communication skill placement cell offers different pre-placement trainings which includes Personality Development Training, Communication Skills Vocabulary, Resume Preparation Email Writing, Group Discussion, Personal Interview Skills,Aptitude Practice Tests and Training by Reputed Companies.All of our trainers are specialist consultants in their chosen field and are able to provide a vast amount of industry knowledge throughout the training experience. Training programs are planned through placement committees and respective departments. The students will be trained by Professional trainers. Besides we have Professional Add-on Course CSCA-CPTIPCCIBPS training which is given by In-House Faculties and Guest Lecturers. Particular Time Table and Syllabus will be framed according to academic planning by Training In chargers. Training is an important aspect of the professional courses these short term training improves students management skill and personality development. The institution offers compulsory certificate courses for all the first year students of each course, 18 certificate courses have been introduced which includes a particular syllabus and time schedule is allotted for the training program.It Functions under the Governing Council. Students have begun concentrating more on skills, certificate courses offer the chance to meet specific market needs and become leaders in industry. Other Professional and Personality Development training are conducted by institutions including Industrial Visit. To reach the employment community and increase the learning ability of the students Internships are made compulsory. 5. Evidence of success: Each training is providing students a meaningful knowledge, usable skills, and recognized qualifications this is helping new and experienced teachers to improve their professional abilities as well as provide an effective education for learners. Through the campus drive students are placed in reputed companies. 6. Problems

faced and Resources required Here the most challenging aspect of Professional training is how to organise it to be successful and meaningful for all the courses. Because each course like B.A,BCom, B.sc or other Postgraduate courses expects different kinds of training related to their subject. Annual alumni meetings need to be arranged to support activity Of Training programs but coordinating alumni is a big task.

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

https://alvascollege.com/naac/best-practices/

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

The college is progressing to realize its vision, priority and thrust area of producing the best talented sportsmen for our Country. We have been the champion of sports and cultural activities for the last ten years at the University and National level. Vision statement of Alva's college specifically drives the college at integrating athletics and rural games with the academic process. Supporting the students with sports talent to achieve the best in the sports and to represent our country in the respective sport events has been the best practice since the inception of the college. Alva's College was established in 1998. Presently it offers 28 UG (Undergraduate) programmes, and 21 PG (Post Graduate) programmes. The college is known for the successful integration of cultural and sport activities with academics. The college has attained the highest number of ranks in the Mangalore University examinations, and has also been the champion of sports and cultural activities for the last ten years. One of the key visions of the Alva's college is to "promote human values and national integration among students". A few examples which demonstrate this commitment to the vision is cited in the examples below. Sports: Alva's Education Foundation initiated the 'Ekalavya Sports Club' in 1984 to support meritorious sports students by providing them with excellent coaching, free education and boarding. The students under the sports adoption scheme have won medals and recognition in international events. They have also continuously maintained the championship in a lot of events at the university level. The foundation has successfully conducted all India inter University Athletic Championship for two times ,i.e. 75th 72nd All India Universities Athletics and also successfully hosted Indian Universities Athletic coaching camp in the year 2015. In the year 2016-2017, 2017-18 the Foundation hosted All India cross country run.Most importantly the Foundations has taken initiation to nurture future sportspersons. As a part of this initiation The foundation has adopted nearly 800 students with free boarding, lodging and coaching by experts. Sports Vision of our Institution: Dr. M. Mohan Alva, Chairman of the Alva's Education Foundation is a keen sports enthusiast, and has always engaged in the promotion of sports. He started the Alva's 'Ekalavya Club' in 1985, where students were given free education and coaching facilities. Qualified coaches have been appointed to give them special training such as cricket, volleyball, football, shot put, kabaddi. As the foundation grew over the years, he started a permanent sports hostel. He has given free education and coaching for about 3000 students since 1995. We have been producing international athletes since 2004. We have been producing international athletes since 2004. Olympics participants Mr. Satish Rai, Ms. Poovamma, Ms. Ashwini, Mr. Dharun and Mr. Mohan Kumar are footprint of Ekalavya sports club

Provide the weblink of the institution

https://alvascollege.com/student-corner/sports-fitness/

8.Future Plans of Actions for Next Academic Year

Internal Quality Assurance Cell(IQAC) of the collegehas been constantly emphatically strivingthrough various activities and regular meeting / interactions to fulfil the requirements of the higher education by focusing on the quality of education, strengthening life skills of the students and expansion of staff ability, hence all the under graduate and post graduate departments are required to submit the academic plan and budgetproposal to the IQAC for the approval and further movements. The academic,research and non-academic activities of each departments will bemonitored by the cell for the quality enhancements. IQAC prepares and implements the institution's calendar of event for the academic year by keeping the calendar of events of the university and various departments of the college.To strengthen the research culture among the students and staff the cell compels each staff or departmentto prepare research proposal and the approved proposals could be applied for funding facility through the research cell and publication of minimum one research paper by each staff in UGC / peer reviewed journals is made mandatory in the next academic year. Use of ICT for teaching is compulsory for the staff. Required training for the Placement of a student will be provided under the auspice of IQAC. Mentor-mentee program is mandatory in UG and PG departments. Additional support to slow and advanced learners will begiven in the college which is monitored by the IQAC.College examination committee will be advised to adopt a standardcontinuous evaluation process with the consent of the principal and the IQAC. Various cells framed at the institution are required to adhere to their responsibilities for the welfare of the students. IQAC advised the students and staffs to attend at a minimum of one workshop /seminar per year to enhance their knowledge and ability of performance. IQAC shallsuggest the UG and PG departments to strengthen the existingadd on / diploma / certificate courses for the easy employability of the students during the year besides thecompulsory internship for the final year students. It is also decided to stress the forums to dedicate some time for community oriented services which will include check dam construction for water conservation, planting program, blood donation camp, Swacha Bharath programme, awareness rallies,providing computer education to rural students etc. The cellguides to establish linkages and MOUs with reputed organizations for academic, research, extension activities, staff exchange, student exchange, job training / placement training, internships, projects works and for skill development of both staff and students. Collection of alumni data and alumni sponsored programs shall be made compulsory for the each departments. Collection of Curriculum feedback from students, teachers, parents and employers is mandatory and the suggestions obtained are forwarded to the university to implement in the future academic year. Submission of staff appraisal form by teaching and non-teaching is compulsory once in a year. Similarly, student feedback on staff is required to collect once in a semester by the administrative department. IQAC and departments have to plan collectively for the enhancement of the diverged student's admission for the sustainability of each department in the up-coming academic year. Academic and Administrative audit is mandatory for enhancing the quality education at the college. The library of the college has been completely automated and further be suggested it to be strengthened by borrowing books, e-books, e-journals, journals.