

M.S Ramaiah College of Arts, Science and Commerce
AQAR 2013-14 (1st July 2013 – 30th June 2014)

Part – A

1. Details of the Institution

- 1.1 Name of the Institution: M.S Ramaiah College Of Arts, Science and Commerce.
- 1.2 Address Line 1: M S Ramaiah College Of Arts, Science and Commerce
Address Line 2: M S R I T Post, M S Ramaiah Nagar
City/Town: Bangalore
State: Karnataka
Pin Code: 560054.
Institution e-mail address: principal.msrmcasc@gmail.com
principal@msrmcasc.edu.in
Contact Nos. : 080-23600966, 080-65329515
Name of the Head of the Institution: Dr. A .Nagarathna
Tel. No. with STD Code: 080-65329515
Mobile: 9980066012.
Name of the IQAC Co-ordinator: Prof. T.E. Kanakavalli
Mobile: 9480524160.
IQAC e-mail address: iqac.msrmcasc@gmail.com
- 1.3 NAAC Track ID : *KACOGN11445*
- 1.4 NAAC Executive Committee No. & Date: EC/50/RAR/08; 30-09-2009.
- 1.5 Website address: www.msrmcasc.edu.in
- Web-link of the AQAR: <http://www.msrmcasc.edu.in/AQAR>
- 1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B+	75.25%	16-09-2004	
2	2 nd Cycle	A	3.11/ 4	30-09-2009	29-09-2014
3	3 rd Cycle	Has submitted LOI on 13.6.14			

- 1.7 Date of Establishment of IQAC: 1/10/2005
- 1.8 AQAR for the year : 2013-2014
- 1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC.
- AQAR 2009-10 submitted to NAAC on 28-05-2010.
 - AQAR 2010-11 submitted to NAAC on 30-05-2011.
 - AQAR 2011-12 submitted to NAAC on 23-07-2012(the previously existing format) and 29-09-2012(revised format, on-line submission)
 - AQAR 2012-13 submitted to NAAC on 06-08-2013(on-line submission)
 - AQAR 2013-14 submitted as email on 9.7.2014 (By e mail to naac.aqar@gmail.com)

1.10 Institutional Status

Affiliated College: Yes (permanently affiliated by Bangalore University)
Regulatory Agency approved Institution: Yes (AICTE)
Type of Institution: Co-Education and Urban
Financial Status: Totally Self-financing

1.11 Type of Faculty/Programme: Arts , Science, Commerce & Management

1.12 Name of the Affiliating University : Bangalore University

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc
Autonomy by State/Central Govt. / University

University with Potential for Excellence	UGC-CPE
DST Star Scheme	UGC-CE
UGC-Special Assistance Programme	DST-FIST
UGC-Innovative PG programmes	Any other (<i>Specify</i>)
UGC-COP Programmes	

None of the above

2. IQAC Composition and Activities

2.1 No. of Teachers:	5
2.2 No. of Administrative/Technical staff:	02
2.3 No. of students:	24
2.4 No. of Management representatives:	4
2.5 No. of Alumni:	2
2.6 No. of any other stakeholder and Community representatives:	2
2.7 No. of Employers/ Industrialists:	1
2.8 No. of other External Experts:	2
2.9 Total No. of members:	18 excluding the students.
2.10 No. of IQAC meetings held:	8
2.11 No. of meetings with various stakeholders :	
Faculty:	09
Non-Teaching Staff:	02
Students:	01
Alumni:	02
Others:	02

2.12 Has IQAC received any funding from UGC during the year?

No

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total No:	7
International:	Nil
National:	4
State:	Nil
Institution Level:	03

(ii) Themes:

National:

Revised Methodology In Assessment And Accreditation 2012 By NAAC

MBA At The Cross Roads

Ethics, Corporate Governance and CSR- The Changing Landscape

Recent Advances in Biosciences

College level:

Year of Statistics –Power of Micro Soft Excel

Academic Audit related workshop

Annual Quality Assurance Report related workshop

2.14 Significant Activities and contributions made by IQAC:

IQAC organised one day National Workshop on ‘Revised Methodology 2012 by NAAC’.

IQAC published the book with ISBN (978-81-927564-0-0) of its conference proceedings.

IQAC initiated Academic Audit and Green Audit as per the NAAC Revised guidelines 2012 and ensures its sustainability over the years.

IQAC has been a guiding light for all MSRCASC endeavours and consistent efforts to have rich and varied experience in teaching, learning, research, student progression and sensitization towards issues like Environment, Women safety, Gender, health at MSRCASC.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year

Plan of Action	Achievements
Institutionalizing the process of academic audit.	A better knowledge about the performance of students in academic field and staff appraisal.
Initiated National conference “Revised methodology in assessment and accreditation 2012 by NAAC.	Better quality improvement, many faculty members presented papers and a conference proceeding book with ISBN No was published.
Initiated campus digitization.	College activities, documents, admission process, enrolment of students to university, absentee

	statement, mass sms to faculty, salary disbursement, common mail id, academic audit are all a digitised frame work.
Conference on Statistics for academic excellence using MS-excel	Better handling of all the statistical data
Initiated green audit	Greener campus.
Recommended more research activities.	Many research paper publications in reputed peer reviewed journals from students and faculty members.
Initiated add on course to be conducted by all the departments.	All the departments conducted the add course.
To obtain 2f and 12 b from UGC	Applied for 2f and 12b certification from UGC is under process
Encourage the faculty to put forth project proposal to various funding agencies	Three funded projects to the credit of the college.

* Attach the Academic Calendar of the year as Annexure 1.

2.16 Whether the AQAR was placed in statutory body:

Yes; Management Committee

Provide the details of the action taken:

The AQAR was presented before the Management Committee meeting of the college in May 2014. The Committee members went through the details in great depth soon after the meeting. The committee congratulated the college for its accomplishments and commendable jobs. At the same time, the aspects that required reinforcement were identified and the concerned sections of the college were given time deadlines to record improvement and get back to report to the management. The aspects for which funds were a constraint were identified and a resolution to the effect of looking into them was taken.

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PG	5			2*
UG	7		12	8*
PG Diploma				
Advanced Diploma				
Diploma				
Certificate		(2+8)*		
Others				

Total	11		12	
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Interdisciplinary	10			
Innovative	-	-	-	-

1.2 (i) Flexibility of the Curriculum: ~~CBCS~~/Core/Elective option / ~~Open options~~

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	12
Trimester	NA
Annual	NA

1.3 Feedback from stakeholders* Alumni / Parents / Employers /Students

(On all aspects)

Mode of feedback : Manual

Feedback from the alumni and students have been taken.

**Please provide an analysis of the feedback in the Annexure2*

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

Syllabus revised for final year and second year for BBM

BSc Revised its syllabus for Computer Science

New syllabus introduced to BA Psychology 1n 2013-14

The syllabi of Optional English for the V and VI semesters were revised this academic year.

Syllabus changed in Hindi Dept. For the course II sem.B.A., B.Sc., B.C.A. B.B.M & B.Com 2013-14

Syllabus is changed for V and VI semester BSc Maths

1.5 Any new Department/Centre introduced during the year. If yes, give details.

The institution has introduced a Centre for Holistic Education to provide all round holistic education.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
80+1*	67	7	7	-

*This includes Principal

2.2 No. of permanent faculty with Ph.D.: 16

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
10		0		1		0		11	

2.4 No. of Guest and Visiting faculty and Temporary faculty: 2

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level	College
Attended Seminars/ Workshops	7	95	9	8
Presented papers	8	38	0	0
Resource Persons	0	2	0	0

2.6 Innovative processes adopted by the institution in Teaching and Learning:

- Technical training in instrumentation from senior PG students to their Junior PG and PG Pharmacy students as a bridge course.
- Scientific writing of Articles, Research papers, Project report , review writing and funds for project training was given to Graduates and Undergraduate students.
- Power point presentation on specified syllabus
- Class seminars related to subject.
- In house projects-Estimation of acetyl salicylic acid as a drug.
- Use of ICT and Educational technology
- Use of television along with internet connection
- Industry visits
- Group discussions
- Activity Based Learning like, listening Comprehension, Describing Appearances, & Conversations.
- Switched over to white marker board (instead of chalk) to improve the readability

2.7 Total No. of actual teaching days during this academic year: 190 days

2.8 Examination/ Evaluation Reforms initiated by the Institution

According to Bangalore University, the course should be completed within 6 years from the date of admission of the students. However, a onetime relaxation measure of permitting the students admitted after 1999 is announced by the university. University exam in Science subjects practical was conducted with an OMR type of marks card that was sent by the university. A new circular from the university states that students with less than 15% of marks in a paper can also apply for photostat copy of the answer sheet and to apply for revaluation. The procedure of applying for revaluation by a student is decentralized through the facility of applying through different Bangalore one offices in the city.

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop : 02

2.10 Average percentage of attendance of students: 75%

2.11 Course/Programme wise distribution of pass percentage :

UG courses

2011-2014 Batch students	IV SEM %	V SEM %	2012-2015 Batch students	II SEM %	III SEM %	2010-13 Batch students	VI SEM %
B.Sc BT	58	58	B.Sc BT	70	71	B.Sc BT	88
B.Sc Gen	65	80	B.Sc Gen	63	85	B.Sc Gen	73
B.Sc EMCs	30	25	B.Sc EMCs	27	50	B.Sc EMCs	69
BCA	53	61	BCA	42	45	BCA	54
BCOM	52	75	BCOM	31	42	BCOM	81
BBM	54	54	BBM	25	49	BBM	72
BA	68	58	BA	60	71	BA	92

PG courses

2011-13 Batch Students	IV SEM%	2012-14 Batch students	II SEM %	III SEM %
M.Sc BT	88	M.Sc BT	66	87
M.Sc GEN	100	M.Sc GEN	84	83
M.Sc MB	86	M.Sc MB	74	78
M.Sc BC	50	M.Sc BC	77	28
MBA	97	MBA	97	86

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:

The IQAC initiated the Academic audit and appointed the external member as academic auditor. The Academic Audit is held twice a year that is at the of end odd and even semesters. The auditor verifies the division of lesson plans, innovations in teaching and learning process, results with respect to that of internal assessment and Bangalore university examinations and suggestions given are implemented.

IQAC plays a vital role in the quality assessment of MSRCASC, emphasizing teaching-learning-evaluation process. IQAC organizes seminars to provide a platform for healthy interaction between different stakeholders. It also collects feedback from students, which is subsequently analyzed to improve the teaching-learning process.

Academic recharge and rejuvenation of teachers is achieved by faculty development program on campus and off campus. Collection and analysis of data on student learning outcomes is done through student feedback on the performance of teachers. This is done by the dedicated IQAC wing of the institution. The feedback is used by the faculty for improving the quality of teaching.

The grades of performance as assessed by the students are communicated to the faculty through the principal.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	0
UGC – Faculty Improvement Programme	0
HRD programmes	1
Orientation programmes	9
Faculty exchange programme	0
Staff training conducted by the university	4
Staff training conducted by other institutions	55
Summer / Winter schools, Workshops, etc.	51
Others	27

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	18	0	2	0
Technical Staff	2	0	0	0
Support staff	34	0	0	0

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

Internal Quality Assurance Cell meets regularly the department heads and the research committee members to discuss various plans to promote research climate and motivate the faculty and in turn the students for research and academic advancement.

The cell encourages the staff members to undertake major and minor research projects. It tracks the funding agencies for the research project and motivates the Faculty to write research proposals to funding agencies.

It motivates the faculty to pursue MPhil /PhD in their field of interest.

The members of the cell have been successful in encouraging all the departments to conduct add on course.

To organize seminars, workshops, conferences, guest lecturers from various industries and research Institutes, etc., on recent advances in research , opportunities in technological

inventions and strategies so that it motivates the faculty and students to inculcate the research culture.

The students are informed about the various fellowships available for higher studies and they are encouraged to apply for the same.

Motivating the students to carry out projects and research activities with the objective of production of new knowledge and enhancement of quality in the emerging area of commercial, industrial, pharmaceutical and agricultural aspects in relation to societal well being.

Motivating the students and staff to publish research articles in peer reviewed journals (National and International)

Plans for industrially based study tours, field trips, visit to research laboratories for the students and enhance their urge for research and a good practical exposure.

To motivate the faculty to write research proposals to funding agencies.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	0	0	0
Outlay in Rs. Lakhs	0	0	0	0

3.3 Details regarding minor projects

	Ongoing	Ongoing	Sanctioned	Submitted
Number	8	1	0	4
Outlay in Rs. Lakhs	10000/- (college funding)	30000/- (external funding)	0	15000/-

3.4 Details on research publications

	International	National	Others
Peer Review Journals	21	6	0
Non-Peer Review Journals	0	2	0
e-Journals	0	0	0
Conference proceedings	0	52	3

3.5 Details on Impact factor of publications:

Range :0.3-1.361 Average :0.8 h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	-	-	-	-
Minor Projects	-	-	-	-
Interdisciplinary Projects	-	-	-	-

Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	2014 One year	MSRCASC MSRCASC	Rs.10000 Rs. 25000/-	Yet to be received. Rs. 25000/-
Students research projects (other than compulsory by the University)	06 6 months	VGST (GOK) MSRCASC	30,000/- 7000/-	30,000/- Submitted
Any other(Specify)	-	-	-	-
Total			72,000/-	55,000/-

3.7 No. of books published i) With ISBN No. 3

ii) Without ISBN No. : 16 (Lab manuals)

3.8 No. of college Departments receiving funds from SAP, CAS, FIST etc: NONE

3.9 For colleges CPE, DBT, Autonomy etc; NIL

3.10 Revenue generated through consultancy: NIL

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	0	4	0	0	3
Sponsoring agencies		NAAC, ITC Food Division, Corporation Bank and MSRCASC			

3.12 No. of faculty served as experts, chairpersons or resource persons : 2

3.13 No. of collaborations: 4

3.14 No. of linkages created during this year: 9

3.15 Total budget for research for current year in lakhs:

From Funding agency: 30000/-

From Management of University/College:Rs.142000/

Total : Rs.172000

3.16 No. of patents received this year : NIL

3.17 No. of research awards/ recognitions received by faculty and research fellows
Of the institute in the year

Total	International	National	State	University	Dist	College
4		4				

3.18 No. of faculty from the Institution who are Ph. D. Guides: 1
and students registered under them : NIL

3.19 No. of Ph.D. awarded by faculty from the Institution: NIL

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones):NIL

3.21 No. of students Participated in NSS events: College: 50

3.22 No. of students participated in NCC events:

College level: 20

National level: 3

3.23 No. of Awards won in NSS: NONE

3.24 No. of Awards won in NCC: NONE

3.25 No. of Extension activities organized

College forum : 10

NSS : 8

Youth Red Cross: 6

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- NSS camp for a week 14.3.14 to 20.3.14 and 8 activities
- The money generated by selling the lab manual in the year 2012-2013 and 13-14 were donated to CUPA on account of World veterinary day of 2013 and 2014 respectively
- The institution organized a visit to E Parisaraa, an organization for the safe disposal and recycling of e waste on 9.11.13. The students got an opportunity to experience the safe disposal mechanisms and also gained knowledge about recycling of various metals from e waste.
- The institution has collected e-waste from the college and handed over to the E Parisaraa an E-waste company 20.1.14.
- The students and staff of the institution visited “Samrakshana charitable Trust” an orphanage for children on 26.3.2014 and donated Rs.1000/- and some grocery items from the money generated by selling the lab manuals.
- Institution conducts Street Plays on Women Empowerment and other social awareness themes.
- Organised A Legal Awareness Programme on Rights and Duties by Ms. Rama Devi of District Legal Services Authority on 7 February 2014
- Blood donation camp was conducted on 30th August 2013
- Free dental check up was organised on 3rd and 4th March 2014
- M.Sc BT/App Gen students conducted Blood Grouping and Hb Screening to School students of Ivarakandapura.
- Computer Awareness Programme for school students (Kuvempu memorial school)
- Distributed note books to deserving students in a Government school at free of cost, and organised a literacy awareness program for the deserving children in the slum area near by the college

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	8780 sq m	540 Sq m	Management	8780
Class rooms	27	3	Management	27
Laboratories	11	-	Management	11
Seminar Halls	1	-	Management	1
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	122	24	Management	122
Value of the equipment purchased during the year (Rs. in Lakhs)	41,42,460	7,85,131	Management	41,42,460

4.2 Computerization of administration and library

Libraries in Main Block & MBA Block have been computerized by using a good Library Management Software-LIBSOFT-9.8.0.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	16204	3575105	228	67227	16432	3642332
Reference Books	2557	998363	150	36471	2707	1034834
e-Books	200	-----	100	-----	300	-----
Journals	34	50322			34	50322
e-Journals	02	255016	-----	-----	02	255016
Digital Database	02	12600	-----	-----	02	12600
CD & Video	480	-----	105	-----	585	-----
Others(specify) Bound vol. Jrnls.	437	-----	98	-----	535	-----
Total	19916	4891406	681	103698	20597	4995104

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing in May 2014	164+ 6 laptops	4	All computers	01	01	8	9	4
Added	08	0	All	01	01	0	0	0

4.5 Computer, Internet access, training to teachers and students and any other programme for technology up gradation (Networking, e-Governance etc.)

8 new computer systems with internet and LAN connection have been added during 2014 to the Library

4.6 Amount spent on maintenance in lakhs :

- | | |
|--|-----------------|
| i) ICT | Rs. 3, 85,000/- |
| ii) Campus Infrastructure and facilities | Rs. 16,00,000/- |
| iii) Equipments and others: | Rs. 15,00,000/- |

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

One of the key aspects of IQAC with respect to that of its mission is to provide and enhance awareness about student support service. Each and every stage that the students step into is tracked and supported by the institution through the efficient IQAC members. The following are the few student support services that have been ensured by the IQAC to be provided to the students.

- Prospectus – that gives the first hand information about the institution, course details, facilities available at the institution, co-curricular and extra- curricular activities that can be availed, lab facilities, faculty profile, library facility, placement facility etc. In addition to it the student diary which gives details about the calendar of events is also made available the students during the orientation program.
- Scholarships/financial aid to the students – The IQAC ensures college caters to the academic needs of the students belonging to economically weaker sections of the society, meritorious students, students those excel in sports. The college provides financial assistance to these students, which is received from the State Govt., other agencies and the Management of the college. Nearly 50-70% students of the college get benefit from these scholarships.
- There is special consideration for students belonging to differently-abled category or physically challenged students during the admission process. IQAC ensures their requirements and needs are given a special care and attention.
- Overseas students: The IQAC ensures that the institution extends its services to overseas students as per the university guidelines and security clearance. Facilities like health centres, hostel accommodation, canteen facilities etc are provided. The college also organizes the international students' day to celebrate the convergence of student community beyond boundaries.
- Students to participate in various competitions/National and International/Organizing coaching classes for competitive exams: The coaching for Soft skills, Resume preparation, scientific writing, Group Discussion, Interview skills, short term computer courses like jetking certification, certifications on various entrepreneurial programs, imparted to needy students.
- IQAC ensures that the students and the staff members are provided with medical assistance. Our College follows a systematic process of procuring the medical history of the students during the admission process via proctorial forms.

Institution has a very special concern for the health and hygiene of the college students, staff and other members.

- Initiation of Mentor-Mentee scheme- Proctors being allocated with 25 students to keep track of the student progression, to keep the parents informed about their wards progression and to counsel the students if required.
- Initiation of Academic audit: An efficient way of recording the data of university marks and tracking the academic progress
- Grievances Redressal, Women cell, anti-ragging cell, counselling cell were few of the support services initiated by the IQAC.

5.2 Efforts made by the institution for tracking the progression

The final year students are guided about further studies and are tracked through mails and phone calls once they complete their course. The students share their opinions during alumni meet also.

Present students' progression is tracked by doing academic audit every semester.

Proctors keep track of the students' progression.

Alumni database is maintained by the department, through which students' progression is recorded.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1778	260	-	-

(b) No. of students outside the state: 290

(c) No. of international students: 8

No	%		No	%	
1150	64.67%	Men	587	33%	Women

Last Year						This Year					
General	SC	ST	OBC	Physicall y Challeng ed	Total	Genera l	SC	ST	O B C	Physicall y Challeng ed	Total
1685	104	45		2	1834	1582	114	41		4	1737

Demand ratio 1: 1.2

Dropout %: 4 to 8%

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

Assistance given to students to take up MAT/CAT for admission to PG course. Library, apart from the regular books required in the curriculum also maintains books for the competitive exams like CAT, PG CET and KMAT. Many students have taken up and will be taking NET exams.

Shantanu Dey-CSIR-NET

Poulomi Deb-CSIR-NET

Sudip Mandal-CSIR-NET

Pritam –CSIR-NET

Archikam Nagaraj, Nagesh, Nitesh and Karthik are the students who were benefitted to take the PG CET and joined for MCA and MBA courses.

No. of students beneficiaries: 18

5.5 No. of students qualified in these examinations

NET -	SET/SLET -	GATE -	CAT: 10-50
IAS/IPS etc-	State PSC: 02	UPSC -	Others -

5.6 Details of student counselling and career guidance

Career counselling session was conducted for final B.com students on 3rd March 2014. Students were been counselled through the counsellor Arpana. Guidance to the students is given to the students by the placement officer and the staff members.

Ruby Sharma joined molecular connexions as scientific analyst.

Swaroop, Amrutha, Divya and Ruby were selected for 6 months training programme sponsored by DBT (GOI).

Student counselling is done by staff from the Psychology department-Mrs.Navya. Divya , a student of BSc. B T-III year was counselled for a problem in decision making by Mrs .Navya, counsellor. Ms.Keerthana of BSc BT II year was also counselled

A counsellor is available in the college to counsel the students. The counselling is done to improve the attendance of students and give moral support. The proctors also counsel and help the students in improving their performance in academics. The placement officer addresses our students about career guidance every year

No. of students benefitted: 122

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
8	200	103	55

5.8 Details of gender sensitization programmes.

The Centre for Holistic Education conducted a Gender Sensitization programme for the B Com students on 8th April 2014. Prof. V.S. Elizabeth, Professor of History, National Law School of India University, Bangalore was the Guest Speaker. She spoke on the issue of ascribing of roles to both the sexes in Indian Society, the gender discrimination that happens in home, society, workplace and in all aspects of life. She was of the opinion that gender sensitization should begin at home, in the family and only then mindsets and attitudes of men will undergo transformation and will be more sensitive, responsible and respectful towards women. Both the genders are needed equally by society and the nation for its welfare and development. Only in an atmosphere of equality can nations progress and grow.

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

Sport:

Sports: State/ University level: 11 National level:02 International level: 01
Institution level: 21

No. of students participated in **cultural** events:

Institution level: 72

Academics: 50

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports: State/ University level: 09

Institution level: 33

Academics: 12

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	3	
Financial support from government	11	145340
Financial support from other sources	34	3,10,000
Number of students who received International/ National recognitions	0	0

5.11 Student organised / initiatives

Management Fest: "MIRAGE'14" on 26th April 2014 (MBA department)

Commerce Week: 3rd to 7th March 2014 (Commerce Dept)

Students newsletters of six departments

Campaign on non painted Ganesha Idol for the Ganesha Chaturthi Festival

5.12 No. of social initiatives undertaken by the students: 09

5.13 Major grievances of students (if any) redressed:

The students asked for change of lunch time and it was implemented.

Water filter maintenance was arranged, First Aid Box maintenance.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision

"To prepare men and women for the service of the country"

Mission

“M S Ramaiah college of Arts, Science & Commerce shall deliver global quality education by nurturing a conducive learning environment for a better tomorrow through continuous improvement and customization”

6.2 Does the Institution has a management Information System

Yes, the Institution has a management information system

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

The college is affiliated to Bangalore University. Hence the curriculum is decided by the university. However, the college conducts value added courses and certificate courses to supplement the knowledge that would be gained by the students through the university prescribed curriculum. The strategy adopted to select the topic and content of these courses is based on the feedback given by the alumni and based on the interaction of the faculty with their counterparts from other universities.

6.3.2 Teaching and Learning

Time, space, financial and human resources are well planned. The inputs from various constituent departments or units of the college are taken by the principal and IQAC before the beginning of the semester. These inputs are analysed, consolidated and approved wherever needed to the maximum possible extent. Such decisions are normally about the following in connection with teaching and learning.

- The college prepares the semester calendar in advance. It is made available to faculty and the students
- Lesson plan writing and teaching diary maintaining, adhering to the time schedule
- Planning and informing the students the schedule of the semester about the departments activities
- LCD projectors, OHPs, computer system with Internet facility and other gadgets are provided whenever required by the faculty
- Entry level tests, Bridge classes and remedial classes
- Add on courses
- Conducting class tests, internal exams and other evaluation methods and discussing the results with the students
- Industry visits
- Assignments and student seminars including presentations
- Academic competitions
- Academic audit pro-forma is filled by the faculty and it is audited by IQAC and auditor
- Feed back on the teaching is taken from the students, it is analysed and informed to the concerned faculty
- Learning is made student centric by methods like presentations, and by making the students to use required software that is available in the college.

- By having interactions with the parents through meeting, requesting them to come on appointed days, through email, and phone calls

6.3.3 Examination and Evaluation

Strategy followed is about the plan and implementation of the following.

College Exams

- Conducting class tests, internal exams and other evaluation methods and discussing the results with the students, parents.
- Providing answer sheets / blue books for the tests, exams.
- Consolidating the marks of the students.
- Assignments and student seminars including presentations.
- Academic audit proforma is filled by the faculty and it is audited by IQAC and the academic auditor.

The Final University Exams are conducted by the University and the evaluation is done at the university

6.3.4 Research and Development

- The Research committee is formed for every year. It has IQAC core committee members and a few more faculties. The committee collects the research proposals from various departments. The principal and the research committee forwards such proposals that are feasible with respect to financial help (partly) by the college. The budget that is reserved for research is allocated after such forwarded ones. The concerned faculty must submit reports about the progress of the work to the research committee on the pre determined etc. The submission of the final report of the research work along with the accounts for the funds is compulsory on or before the date that is previously specified.
- In addition, the college encourages, announces about the research projects funded by other funding agencies, and forwards such proposals. These proposals are directly submitted to the principal for necessary forwarding.
- The rules and regulations of the college clearly specifies about facilities that can be availed in connection with research work (as pursuing PhD)
- There has been more than 80 research papers published/ presented during this academic year by the faculty in various journals and conferences.

6.3.5 Library, ICT and physical infrastructure / instrumentation

The steps followed by

- (1) the librarian with respect to library,
- (2) IQAC with respect to ICT,
- (3) Principal (with HODs) with respect to infrastructure and instrumentation are as follows:
 - Yearly budget proposals under various of the above heads is collected from each department and units before the academic year starts. Such a step is taken at the end of the previous academic year itself. Based on the urgency, necessity, existing available

status, the budget proposed by the department is analysed and according to the analysis, it is sanctioned.

- It is the responsibility of the HOD/ head of the unit to proceed and purchase/ getting serviced etc within the academic year based on the need and according to the norms of the college.

6.3.6 Human Resource Management

- Heads of the department and units of the college plan together about the use of faculty of one department in other department. Time schedule for such sharing is accordingly planned.
- The overall human resource management is as per the hierarchy that is specified by the rules of the college
- In addition to human resource sharing, sometimes the infra structure facility is also shared by such faculties. In these cases information is reached to every body by displaying the shared structure's availability in common notice boards and calendars meant for this purpose which are kept in the college office.
- The college recognises exemplary services of the faculty / staff and provides appreciation certificates.
- The college issues memo to such faculty /staff who have not followed the rules and regulations of the college. The concerned staff must give explanation in writing. Steps are taken as a follow up by the higher ups.
- Whether the classes are conducted promptly, regularly, punctually is monitored by the circulation of room wise time table of the days of the week and noting the reality.
- The annual self appraisal by the staff, students feedback, appraisal by HOD / section head is taken and recorded.

6.3.7 Faculty and Staff recruitment

The strategy adopted is based on:

Justifying the need of the recruitment, then giving newspaper advertisement, giving preference to SC, ST candidates and the recruitment is done after conducting interview by the interviewing panel

6.3.8 Industry Interaction / Collaboration

The strategy followed is

1. Find out areas or sectors of the curriculum where such interactions are beneficial for the students and the college. The HOD to get permission from the college for approaching industry or institution.
2. The HOD to write to the Industry or the collaborating institution, discuss with them about the feasibility, the time frame, the cost if any to be paid etc
3. Put up a proposal to the college by stating the need, the process, the time schedule, the benefit, the cost involved.

4. Upon approval by the college (by the Principal / Chief Executive/ Chief of Finance/ Directors of the college/ all of them, depending on the case) the concerned papers are signed by both the college authorities as well as the external agency.

5. The actual process is implemented/ executed within the time frame that is already decided.

6.3.9 Admission of Students

- The prospectus and application forms are available in the college office and website of the college.
- The filled in application forms are collected from the candidates desiring to take admission
- The applications are arranged mark wise and category wise.
- The list of selected students is prepared by solely considering their marks in the qualifying exam and by considering the category (SC/ST/OBC etc).
- The list is displayed on the notice board and last date to pay fees is specified in the list along with the fees to be paid for admission
- In the case of MBA admission Group discussion and Personal Interview is held by the faculty on specific dates. These dates are informed to the candidates earlier. List of selected candidates is displayed informing them to pay fees and take admission.
- In all the courses admission is done by the students after paying the fees in the college's bank, namely Vijaya Bank, MSRIT branch and getting admission letters from the college office.
- Preference is given to physically disabled students during admission
- If a second or third list is required, such lists are also prepared based on marks, category and the same procedure for admission is adopted similar to first list

6.4 Welfare schemes for

Teaching	Health related, faculty development related schemes exist. Welfare fund from the salary of staff at the rate of Rs 50 per staff is collected. From this loan facility is available to staff
Non teaching	Health related, faculty development related schemes exist. Welfare fund from the salary of staff at the rate of Rs 50 per staff is collected. From this loan facility is available to staff
Students	Health related facility is available, counselling, placement
For all, concession in fees in M.S. Ramaiah Hospitals	

6.5 Total corpus fund generated

The reserve fund available with the college is Rs 11,98,07,690/-

6.6 Whether annual financial audit has been done: Yes

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	The external official identified by the college	Yes	IQAC
Administrative	Yes	Auditors of Gokula Education Foundation	Partly, yes	Manager, Finance

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes- Yes For Final year students
No For I and II year students

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

Whenever the university makes changes relating to the examination, it does so after (1) identifying the need to change, (2) the change that is required is discussed in the university's meeting, (3) then discusses with the principals of affiliated colleges in the principals' meeting, (4) then it sends notification to all the colleges and the university departments. For example, in a recent principals' meeting, the introduction of choice based credit system in the university was discussed and the possible exam reforms subsequent to it. Another example is the circular sent by the university regarding the change in the number of years by which a student can complete the course and qualifies for the degree.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

The university specifies the minimum requirement to be possessed by the college to apply for autonomy.

The university calls for proposals by the college to request for grant of autonomy to the college. It processes and sanctions autonomy to eligible colleges with a short time, namely before the next academic year.

6.11 Activities and support from the Alumni Association

Alumni Day is organised on the second Saturday of March every year.

Alumni support poor students by financial help

Alumni are active members of IQAC

Alumni guide the present students in further study prospects information and in placement.

Alumni also guide the present students in getting jobs.

Alumni have presented research papers in the conferences conducted by the college

6.12 Activities and support from the Parent – Teacher Association

Feedback is provided by the parents on all aspects of the college.

They provide suggestions on the functioning of the college.

6.13 Development programmes for support staff

Programmes have been organised for the supporting staff who did not know to read or write. They can now operate their own bank accounts and fill in their casual leave forms.

Computer literacy programmes are organised for those who know to read English.

Training programs meant for them like Modular Skill development programmes have been enabled.

Programmes to imbibe team work concepts are organised for them.

Educating programmes to make them aware of the solid waste segregation process have been done.

6.14 Initiatives taken by the institution to make the campus eco-friendly

Rain water harvesting, Installing solar energy based lights, solid waste segregation in labs as well as other places of the college, installing Bio gas plant, creating a Bio energy park, performing green audit, collecting E-waste and handing them over to E-waste recycling industries, Organising events to mark Environment Day, Ozone layer protection awareness day, world water day, making the students to install only non painted Ganesha Idol for the Ganesha Chaturthi are some of the initiatives taken by the college.

Criterion – VII

7. Innovations and Best Practices

Innovation introduced during this academic year are as follows

- 1.“Know your blood Group campaign “an initiation in creating a database at institutional level with respect to blood group.
- 2.“Innovation and Empowerment “an initiative to encourage students to develop confidence, leadership and disseminate their skills in biotechnological tools.
- 3.Discovery learning is introduced. These were planned as an extension of experiments already prescribed in the syllabus.
- 4.Maximising the E-Documents instead of usual paper documents The replacement of the papers by the soft copies like scanned copies or images to minimize the photocopying which saves paper in order to prevent deforestation.
- 5.Circulars sent to staff members through mails and Text messages to minimize the print –outs of the circulars.
6. By setting up of the Centre for Holistic Education and along with the Department of Political Science conducting programmes on Gandhian Values, protection of resources critical to human existence such as water, legal awareness etc.
- 7.Certificate course of “Samvahana Kannada” for the non Kannadiga students which been successful.
- 8.Space audit: Due to the lack of separate research lab space auditing has been done so that the labs are utilized for research purpose whenever the Lab is free and also after working hours.
9. Academic audit and green audit are started in this year.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year.

Action taken Report

1. Add-on course was planned in the beginning of the academic year.
2. National Conferences were organised.
3. FDPs were organised
4. Study Trips were conducted.
5. Students were guided to take up Research Activity.
6. More students were placed in reputed companies in collaboration with the placement cell.
7. Entrepreneurial cell was initiated
8. Add on course on scientific writing due to which the students publication was increased in number.
9. Interclass competition by Power point presentation on specified syllabus topics
10. A hands on experience was designed for the students to enable them to observe and experiment on the facilities available in other institutes.
11. Study materials were sent to the students through e-mail.
12. On behalf of College Electronics department organized a visit to E Parisaraa, an organization for the safe disposal and recycling of e waste on 9.11.13. The students got an opportunity to experience the safe disposal mechanisms and also gained knowledge about recycling of various metals from e waste.
13. The department collected E-waste from the college and handed over to the E Parisaraa 20.1.14.
14. An Educational trip to Majjana kuppe, (a remote village inside forest that is otherwise un electrified, but now provided with solar based electricity) was conducted on 15/4/2014 and on 16/4/2014
14. The Newsletters are going to be published by II week of April.
15. An academic audit was done by an external Expert in May 2013.
16. Some important equipments were purchased
17. In collaboration with the organization Jetking a value added course for 38 hours on “Cloud computing” was organized.
18. Project topic :-Estimation of “Wind Energy Potential” under the group Environment and Earth Science was proposed to VGST.
19. It was decided to start a Centre For Holistic Education and along with the Department of Political Science to organise awareness programmes on Gender, Legal Awareness, Rights and Duties, Conservation issues.
20. MSR Journal of management was started to be published. Two volumes were published.

Workshops and Conferences

Workshop:1

Two days workshop on Basic Molecular techniques was planned to organize on 5th and 6th March 2013 for BSc (Life Sciences students) as well as for faculty who lack the exposure to wards Molecular techniques. About 25 students participated in the workshop, along with faculty members of the department. The workshop was inaugurated by Prof.T.K.Siddarame Gowda, Former Head, Department of Agricultural Biotechnology, Academic Council Member, University of Agriculture Science, GKVK, Bangalore, He delivered a lecture of recent trends in Biotechnology. The work shop was divided into 2 sessions, and the different techniques learnt by the students are Electrophoresis Techniques, Total Genomic DNA Isolation, Total RNA Isolation, DNA Restriction and DNA Ligation. The students were very delighted to learn the techniques finally their feedback was that they wanted some more workshops of this kind. This workshop also inspired the students towards research and to study further in the field of Life sciences.

Workshop-2:

Two days workshop on “Basic Tools in Bioinformatics “was planned to organize on 11th and 12th September 2013 for BSc (Life Sciences students) as well as for faculty who lack the exposure to wards Bioinformatics tools. About 25 students participated in the workshop, along with faculty members of the department. The workshop was inaugurated by Prof. Nethaji, Chief Research Scientist, Department of Inorganic and Physical Chemistry, IISC, Bangalore. He delivered a lecture on Fundamentals of Bioinformatics. The work shop was divided into 3 sessions in two days, in session 1 following topics were covered: Introduction to bioinformatics and its applications, Searching bibliographic databases for relevant information, sequence retrieval from nucleic acid and protein sequence databases, protein structure retrieval from PDB and analysis using Rasmol. In session-2: Secondary structure prediction of proteins pair wise and multiple alignments of sequences, sequence similarity search, in session 3- Restriction mapping, identification of genes in genomes, Primer designing was taught. The students very happy to learn the techniques finally their feedback was that they wanted some more workshop to learn advanced techniques.

Faculty Development Program:

Many of our faculty were lacking towards the exposure towards the use of Thermo cycler, which was procured to the department, and also PCR technique was also introduced in MSc syllabus , hence the FDP program was planned to organize on 28th February 2014.

This program, was planned with the help of External expert, Mrs. Sudha.L, Director, Aristogene Biosciences, Bangalore.

This FDP was very much useful to all the staff of Microbiology, as well as Faculty of Biochemistry.

National conferences

NAAC sponsored Workshop on “Revised methodology 2012 - Assessment and Accreditation by NAAC” on 16th April 2013.

In the assessment and accreditation of higher educational institutions, National Assessment and Accreditation Council (NAAC) follows the methodology in which the first step is the preparation of the Self Study Report by the college. The assessment of college is based on the Self Study Report (SSR) submitted by the college. The format of the SSR is provided by NAAC in the form of a manual having a questionnaire. In order to upgrade with the evolving changes in the Higher Education System, the NAAC has revised its manual with effect from 1st April 2012. Several institutions including ours had many queries and doubts about the revised methodology that they wanted to get clarified. To put it forth and to get it clarified from the officials of NAAC themselves, M S Ramaiah college of Arts, Science and Commerce organized a National Level NAAC sponsored Workshop on “Revised methodology 2012 - Assessment and Accreditation by NAAC” on 16th April 2013. MSRCASC wants to undergo third time NAAC assessment in 2014. The registrations had begun earlier and it continued at 8.30am on 16.4.13. Over 95 participants registered from seven states of India. In addition, 80 faculty, two alumni and several students of MSRCASC and other colleges registered.

National Conference on “Ethics, Corporate Governance and CSR- The Changing Landscape” organised on 22.03.2014

The Department of BBM and Bcom jointly organised a National Conference on “Ethics, Corporate Governance and CSR- The Changing Landscape” on Saturday, 22nd March 2014. Dr Subhash Sharma, Director – Indus Business Academy, Dr Madhumita Chatterji, Dean (Academics) and Chairperson of IFIM – Business School were the special invitees of the programme. The presidential address was delivered by Mr S.M Acharya, Chief Executive, Gokula Education Foundation (Engineering and General Sciences). Dr. A.Nagarathna, Principal, MSRCASC warmly welcomed the gathering. Prof. Swaminathan Murthy, (Dean – Management Studies, MSRCASC) Conference Chairperson introduced the Chief-guest and Dean Academics. The chief guest enthused the audience by getting them to join him in singing “Hello....Hello....”. Mrs. Chatterji gave an animated talk on CSR. More than 30 research papers from all over the country were received for presentation. There was one research paper mailed from Mexico. More than 50 delegates from academia and industry attended the conference. Student participation was also encouraged. The BBM / B.Com. students were also given the opportunity to attend the conference which added value to their courses. The whole conference was an interactive session which was very fulfilling. The conference chairperson, gave a very thought provoking talk on how ethics can be manipulated to suit the individual companies using one of the examples where he had previously worked. The conference culminated very successfully with the giving away of certificates to the delegates.

The Departments of Life Sciences planned to organize National Conference on “Recent Advances in Biosciences” on 28th March 2014. This conference had number of Technical sessions which acted as a single platform for exchanging latest updated related to various aspects of Health, Environment, Agriculture, and Industrial Biotechnology/Microbiology. About 105 abstracts were received from various colleges and universities. The conference was inaugurated by the Prof. Thimme Gowda, Hon’able Vice-Chancellor, Bangalore University, Bangalore. There were Three Plenary Lectures, Prof.N.Ramanathan, HOD, Micorbiology Department of

Annamalai University delivered a Lecture on Production and applications of Spirulina Single cell proteins (SCP), the best food for tomorrow, Dr.Ravindra Gudihal, Lead Scientist of Agilent Technologies India Privated Limited, Bangalore, presented a lecture on Measurement Science: Steering Biology to New Horizons. Prof. Chidananda Sharma, Professor, Department of Microbiology and Biotechnology, Bangalore University, gave a lecture on Immunization of rats with FSH receptor extracellular domain peptide show extended diestrus state with reduced fertility. This was followed by Poster presentation and Oral Presentation session. The sessions were divided into three major thrust area viz., Health, Agriculture and Environment. 105 papers were presented in the conference. (65 Poster Presentations and 40 Oral Presentations) Best Oral and poster presentations in each thrust area were awarded. Prof. Channarayappa, HOD, Biotechnology, MSRIT was the Chief Guest of the valedictory function, who distributed the Prize for best papers. The feedback about the conference was good.

National conference : MBA at the Cross Roads

The world of Academics is abuzz with news about the steep fall in the demand for MBA seats all over the country and every day, we hear news about some college or the other closing down, senior faculty being asked to leave, merging of two sections into one, tying up with some other colleges for conducting classes, as the number of students joining is hardly viable for them to continue on their own, increase in the faculty teaching load, etc.

Till about two years ago, there were more than 4,000 Colleges / Institutions offering MBA / PGDM (several of them not even approved by AICTE) and churning out around 5,00,000 MBAs or PGDMs every year. When the economy was booming, all these MBAs were absorbed by the Industry and were paid relatively exorbitant salaries. This led to mushrooming of Institutions offering MBAs, as the entry barriers were very low and the investment and gestation period required to start such Institutions, was also very low. Needless to add, many unscrupulous elements entered the field of education, made false / grossly exaggerated claims and charged exorbitant fees from the students.

It is in this context, the faculty of the MBA department of MSRCASC decided to organize a National Conference on this subject, in order to provide a critical insight into the expectations and disappointments of an MBA graduate, as well as the reasons for similar disappointment on the part of Industry / Employers, who had high expectations from these students. “Why recruit MBAs?” asked many employers; why not an AICWA or an ACS or even a M.Com, as they do not seem to be inferior in any way and are willing to work for half the pay package that an average MBA expects.

What are the real issues, what is the solution and what is the way forward?

- a) Badly designed Curriculum? Not contemporary. Not updated regularly.
- b) Non-involvement of Industry in designing the Curriculum / Syllabus?
- c) Poor quality of the faculty? Lack Industry experience.
- d) Poor Infrastructure in these educational institutions?
- e) Lack of Training facilities / Orientation programmes in our Industry for the freshers?
- f) Unrealistic expectations of Indian Industry?
- g) The downturn in the global economy? (Including India)

7.3 Give two Best Practices of the institution

Hands on training for students, Proctorial system.

Best practice of EVS department

**Provide the details in annexure 3*

7.4 Contribution to environmental awareness / protection

1. Poster presentation on Biofuels, an awareness towards a clean and safe environment.

2. Green Audit

3. Carbon neutrality

4. Taking special care in safe disposal of hazardous chemicals and gases during practical's which cause environmental pollution.

5. Collection e-waste from the college and handed over to the E Parisaraa an E-waste company

6. Use of E- mails instead of circulars passed through papers.

7. To mark the world Environment day the department organised the essay writing competition for the Post Graduates students on the topic practical approach towards the conservation on environment. This activity has brought about the general awareness and the efforts that can be made by the individual in order to conserve the environment and look forward towards the sustainable development.

EVS(Best practice):

1. Title of the Practice: Bio Energy garden

2. Goal

Biomass is an important energy source for a number of reasons. Firstly, it is renewable energy source as long as we manage it properly. It provides the opportunity for local, regional and national energy self sufficiency. Secondly it gives the opportunity for rural development and employment generation. The objective of this course is to develop basic understating of renewable energy sources and fundamentals of bio fuel and global warming

3. The Context

Keeping this view in mind MSRCASC has taken an initiative to develop an energy garden in its campus. The concept of energy garden provides us a platform to develop awareness among students and common man about environment and every security. Furthermore it needs no emphasis that three bearing oil seed and other lingo cellulosic material such as agro/ forest residues satisfy all the requirements for eco friendly feed stock for bio-fuel.

4. The Practice

Therefore, this live demonstration garden encompasses various plant species such as Madhuca Latifolia, Moringa Oleifera, Pongamia Pinmata, Azariracta Indica, Simarouba, Ricinus species and Communis species. These species are specially identified for our post graduate students research and training activities on "biomass and its sustainable utilization".

5. Evidence of Success:

The trees have grown well. Reducing the carbon foot print in the campus. Increase the breathing space. It has improved the aesthetic look of the campus by increasing overall

green coverage of the campus. The small water lily ponds have also demonstrates the aquatic ecosystem helping the non-science students to understand the subject in much practical way.

6. Problems Encountered and Resources Required

The problems encountered are for its maintenance during the vacations and summer season. As the watering of the plants are to be done regularly. Weeding has to be done regularly or the weeds will take over the desired plant species. Its long term initiative as the trees are still smaller and will take some time after which can be harvested for the fruits and extraction of the oil.

7. Notes (Optional): This kind of programmes helps us in providing a scientific urge and concern towards to the conservation of environment and recreation to all the students, and staff due to its aesthetic value.

7.5 Whether environmental audit was conducted?

Yes

The Audit is conducted twice a year that is every semester with respect to green cover, water and energy.

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

- The college has so far produced several university ranks. In this academic year the I Rank in MSc Microbiology of Bangalore university examination has been bagged by our college students and seven students have scored 100% marks centum in individual subjects.
- Teacher' Day was celebrated as like previous years. The management rewarded the teachers with book coupons.
- In order to commemorate the International Year of Statistics the IQAC organised a workshop on "The use of EXCEL for academics" sponsored by the management of the college
- The college rewarded the administrative and support staff by giving yearly gifts.
- College day was celebrated on 11.4.14 with Prof Ninge Gowda, Registrar, Bangalore University. He gave away 600 prizes and certificates to students for academic excellence, sports and cultural activities.
- The college magazine 'Gangothri 2014 ' was published on 11.4.14

SWOT Analysis

STRENGTH-

1. Qualified and experienced faculty with intensive coaching Strengths.
2. Adopting innovative method of teaching.
3. Better placements are provided for the students.
4. Well equipped laboratory.
5. More than 90% results, and many university ranks.
6. Brand Name (M.S. Ramaiah).

7. Improves the reasoning and logical skills.
8. Maximum participation of the students in the conferences, presentation of papers (oral & poster), publications (articles and research papers) in peer reviewed journals of National and International, conference proceedings, students magazine and Gangothri of college

WEAKNESS-

1. Very few MOU's are signed, no major research grants.
2. The college has to get 2f and 12 B from UGC. We have applied and the Bangalore University has sent its recommendation to UGC. .

OPPORTUNITIES –

1. Wide scope for business area and finance in MNCs
2. Creating opportunities to the students to present papers in state and national seminars and conferences
3. Can introduce related and supporting courses.
4. MDPs / Consultancy
5. Evening College
6. To procure funds from funding agencies for research.
7. To organize Value added course as per the requirement for industries to enhance the placement.
8. Looking for research grant

THREAT-

1. Rigid University Norms
2. Syllabus; not Industry focussed
3. Low Entry barriers for new entrants
4. Inadequate job opportunities for freshers.
5. Diminishing research urge towards research among students
6. To make the students to face challenges and improve their employability

Plans of institution for next year

1. To improve the pass percentage of the students to a higher value.
2. To publish books and articles in National/ International journals.
3. To undertake interdisciplinary projects.
4. Institution is planning to introduce integrated coaching for BCom course with basic coaching for CA.
5. To place more students in reputed companies in collaboration with the placement cell.
6. Looking forward for collaborations.
7. Bhashotsava – a literary symposium on inter-college level where in competitions on literary topics will be held.
8. To establish research center, obtain financial grants for research from various agencies like VGST, DST, DBT, UGC etc.
9. To publish research journals with papers of the college staff

10. To continue proctorial system, academic audit and green audit.

Name Prof T. E. Kanakavalli

Name Dr. A. Nagarathna

The Coordinator, IQAC

The Chairperson, IQAC

MSRCASC

Annexure 2

Feedback from the alumni and the students

The outcome of the feedback taken from the alumni and students

1. About 75% of the students gave the feedback that the curriculum prepared them for finding a job or for getting admission to proceed with further studies.
2. 25% of the students gave the feedback that the curriculum must be updated to suit the needs of the job market.
3. The average rating of the teaching faculty as rated by the students is 83.6%. This is the average % considering all the teaching faculty.
4. Alumni majorly felt that the curriculum must be updated and made more industry/ job oriented.

Annexure 3

7.3 Two Best Practices of the institution

1. Title of the Practice

Hands on training for students

2. Goal

- To enable students to enhance their practical skills
- To facilitate awareness of current trends
- To introduce job oriented and skill based projects

Hands on training programs and workshops have always been the strength of the departments of our

college. These training programs enable the students to get a practical exposure to theoretical perspective of it. It also enables the students to get a concrete knowledge about the concept and also to overcome the practical difficulties during the protocol. It kindles the research attitude in the students' minds and enables them to think in a logical way. These programs give a scientific dimension to their learning process.

3. The Context

It is true and usual that the students acquire knowledge and skills relating to the syllabus through the semester by attending the classes and by preparing for the exam. Students generally acquire only limited, syllabus oriented knowledge through lectures in classrooms, practical classes in laboratories and referring books in the library. Many a time this does not prepare the students to job oriented knowledge or skills. Hence a programme is provided nearly every year to augment these skills. Such a programme is a key to open and show the students that beyond the syllabus there lies a lot to learn and acquire skills. Hence adopting techniques for acquiring knowledge becomes essential for students. Hands-on experiences have been designed for all streams of students. The skill imparted to the student by these courses gives a confidence in them that such additional areas of knowledge can be explored by them in future also. As the quest for research is depleting in recent times, an initiative programme of hands on training will develop an urge for research in the minds of the students. Application of the theoretical knowledge in the industrial front and co-relating the theory and practice paper enables the student for better understanding and for better performance. This type of hands on training will be a platform for the new entrepreneurs in the science fraternity and also will motivate the students to be self employed and generate employment. Students also get encouraged looking at different dimensions of specialization from this kind of practical exposure.

4. The Practice

- The head of the department explores such areas of the field that would enable the students to acquire additional knowledge not available by just undergoing the syllabus oriented learning. A particular area is identified.
- Preliminary preparative work: As the first step students are taught the basics in theory classes. A test is conducted to evaluate if students had understood the basic principles
- A schedule was planned- A time table to fit the timings of this programme such that normal classes are not affected is made and followed.
- The steps are taken to identify the resource persons who will provide such a programme to the students, correspond with them to chart the schedule, to get permission and sanction from the management of the college to conduct the course.
- Students were divided into groups
- Procedures for the experiments were handed to students
- Experiments were conducted
- Students prepared reports
- An evaluating examination was conducted
- A certificate is awarded by the college to the student for acquiring that additional knowledge/ skill.

- The following is the list of various such programmes held from 2009
 - 2009- A programme on how to construct and service Un Interruptible Power Supply- In collaboration with Kamaljeet Industries
 - 2010-A course on how to build team work / team building abilities and other soft skills- provided by the organization ‘Break through’.
 - 2011-A course on software writing / testing in Integrated Development Environment for micro controllers that may further lead to embedded systems- provided by MSRIT
 - 2012- A course on software writing / testing in Integrated Development Environment for micro processors and micro controllers that may further lead to embedded systems – Provided by the faculty of the department
 - 2013-A course on Verilog programming that may further lead to VLSI design- provided by the organization “Pragathi (formerly from Texas Instruments)”
 - 2014- A course on “cloud computing” was conducted in association with the popular organization Jetking.

5. Evidence of Success

Report was submitted by the students. The report submitted by the students show that this practice had enabled students to a better understanding of the concepts and acquiring additional skills. Several students who proceeded with post graduate courses came to the department that they are at an advantage because they have already undergone these programmes as value adding ones while at under graduate level. They express that they are better able to apply the knowledge acquired than others in their class. Many students were also been placed in research organizations.

6. Problems Encountered and Resources Required

- Expected level of motivation and interest was not shown by all students.
- Getting resource persons at the time availability of students as per the students’ time table without affecting their normal classes is difficult.
- Financial resource in separate heads had to be placed

7. Contact Details

Name of the Principal: Dr. Nagarathna A

Name of the College: M S Ramaiah college of Arts, Science and Commerce

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Pin Code: 560 054

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Title of the practice:

Proctorial system.

1. Goal:

- To equip the students with academic support

- To provide psychological support to the needy students
- To cater to advanced learners requirements
- To inspire and motivate students
- To cater to the slow and advanced learners
- To be a friend, philosopher and guide
- To channelize with higher education and pursue their goal
- To facilitate with career guidance.

2. The Context:

The college is a pioneering education institution in the prime location catering to the education and bridging the gap in the education system. The faculty members of the college play a commendable role as proctors. The faculty members are the proctors who train, strengthen and chisel the academic competency of the students and help them in the overall development, generating human resource of high caliber. The proctors take a lead role in preparing the students to face the challenges in the global market. Proctors make an effort in making the student an asset to the society. The motive of the proctorial system is towards strengthening the younger generation to excel in the professional and personal life.

3. The Practice:

The College is proud of sustaining the exemplary proctorial system for more than decade. In this endeavour every staff member and student becomes a part of the dynamics of the growth process of the student. The practice is carried out as follows:

- Allotment of the students under the proctor.
All the faculties are allotted with 20-25 numbers of students. This limited numbers of allocated students enable the proctors to build a rapport with their wards.
- The proctorial form is prepared consisting the personal details, previous academic qualification, previous achievements in co-curricular activities, sports, cultural accomplishments, hobbies, medical history. The form has a provision for the students to select units like NCC, YRC, NSS etc. The forms are distributed on the orientation day. Thus filled forms are maintained as soft copy.
- The proctors identify the strengths and weakness of their students. The weaknesses are taken up as challenges by the proctor and help their students to overcome them. The strengths are well appreciated and motivated to achieve higher goals.
- Remedial classes for weak learners to give them the necessary lift in the academic field.
- Catering the needs of the students with respect to that of economic, psychological and physical, paving way to discipline and fulfillment.
- Monitoring and ensuring the punctuality of the students and updating the parents about the same.
- Recording the academic progress, progress with respect to co-curricular and extra-curricular activities of the students for further care taking.

- The proctors provide encouragement and orientation in developing enthusiasm to participate in multi-skilled activities such as curricular, co-curricular and extra-curricular.
- They fix appointments for their wards with psychological counselor
- The proctors prepare academic audit and get audited.
- They call parents, send letters.

4. Evidence of Success:

The proctorial system has helped in building a bond between the student and the teacher. Personal attention is given to the student which helps in having a track of student's attendance and progression. This system has helped in improving the students' progression with respect to academics and attendance. It has helped in reducing the dropout rates. Parent teacher association has improved and developed faith in the college. Proctorial system has helped the students to identify their talents and skills motivating and providing a platform to showcase their talents.

5. Problems Encountered and Resources Required

- Motivating students to have interaction frequently with the proctors.
- Updating students' achievements in the database.

Resources required: Systems for maintaining the data base, time and patience.

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