YEARLY STATUS REPORT - 2022-2023

Part A	
Data of the Institution	
1.Name of the Institution	COMMUNITY INSTITUTE OF COMMERCE AND MANAGEMENT STUDIES
• Name of the Head of the institution	Dr. Dharmendra Kumar T P
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	08026565151
• Mobile No:	9845560233
• State/UT	Karnataka
• Pin Code	560011
2.Institutional status	
• Affiliated / Constitution Colleges	AFFILIATED
• Type of Institution	Co-education
• Location	Urban
• Financial Status	Self-financing
• Name of the Affiliating University	BENGALURU CITY UNIVERSITY
• Name of the IQAC Coordinator	Asst.Prof. Jyothi Eswari N

• Phone No.	**9845032665**
• Alternate phone No.	**08026565151**
• IQAC e-mail address	**jyothikumar.mca@gmail.com**
• Alternate e-mail address	**ugiqac@cicms.in**

3.Website address (Web link of the AQAR (Previous Academic Year)	

4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	**http://www.cicms.in/**

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B+**	**2.74**	**2023**	**12/08/2023**	**11/08/2028**

6.Date of Establishment of IQAC	**01/06/2017**

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	**NIL**	**NIL**	**NIL**	**NIL**

8.Whether composition of IQAC as per latest NAAC guidelines	**Yes**
• Upload latest notification of formation of IQAC	**View File**

9.No. of IQAC meetings held during the year	**2**
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	**Yes**
• If No, please upload the minutes of the meeting(s) and Action Taken Report	**No File Uploaded**

10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**

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

- The IQAC always endeavours to surmount the initiatives taken in the previous years. In 2022-2023 the IQAC made the following significant contributions. • MOUs signed Multiple MOUs were signed as part of student friendly initiatives ☐ Healthcare with Apollo Hospitals ☐ Playground MOU with Muneeshwara Abhiruddi Sangha Trust

- The IQAC motivated and spearheaded various publications. Two of its significant contributions are publications: ☐ Ms. Padmavathy N, HoD, BBA Department co-authored a book, Financial Accounting for BBA, Bengaluru City University, published by Vision Publications (2022-23) Ms.Jyothi Eswari ,HOD,Department of Computer Applications published an article in IJSER on API Testing in Software Testing

- The number of SDPs and FDPs increased significantly under the guidance of IQAC Both curricular and extension activities and knowledge sharing activities were addressed under these endeavours.

- Internships were addressed through Collaborative Partner MIT Square, Techno Partner with whom the college has signed an MOU for 5 years offered internships for final year students who gained immensely through tutorship in life skills and entrepreneurship skills.

- Alumni Association Alumni Association was registered and Alumni meetings were conducted to motivate former students to offer their services to the present students by way of SDPs s and Preplacement training programmes.

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

Plan of Action	Achievements/Outcomes
Innovative Practice was discussed in terms of Social Service	Social Service activities were clubbed under Seva Manobava – ☐Visit to Samarthan Trust -Home for Physically Challenged ☐Action taken -distributed daily essentials, toiletries and donation in the form of cash amounting Interacted with inmates with empathy and compassion
Mentoring	Every 20 students were assigned a student mentor and staff mentor so that students could easily share their grievances and find solutions quickly.
Co-Curricular Activities	☐Staff attended FDPs organized by other colleges ☐SDPs, were conducted for students on Mental Health& Financial Literacy and Decision Making, ☐Industrial visit to KSIC ☐Publishing of 2 newsletters ☐Internship and Community Service was done by students under supervision of internal guides ☐Awareness Programme on National Digital Library of India &NDLI Club
Gender Sensitization	Students presented PPTs on ' ☐Adverse Effects of Ragging in the College Campus ☐Measures to Prevent Sexual Harassment in Society ☐Through a play called 'Dance Like a Man' gender specific roles were highlighted with the aim of gender sensitization.
ICT Enabled Classroom	11 classrooms out of 18 are ICT enabled providing opportunities for presentation and online learning

	resources

13.Whether the AQAR was placed before statutory body?	**Yes**

- Name of the statutory body

Name	Date of meeting(s)
GOVERNING COUNCIL	**31/03/2023**

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2022	**05/02/2024**

15.Multidisciplinary / interdisciplinary

Multidisciplinary - National Education Policy 2020 has introduced the concept of multidisciplinary and interdisciplinary programs. It is an applaudable initiative. It has its roots in the ancient gurukul system with its emphasis on knowledge pertaining to certain disciplines and life skills that make the recipients adapt themselves to any opportunity that comes their way. In simple terms multidisciplinary learning is a unique learning process that allows pupils to explore and learn different programs, blurring the boundaries between various disciplines. Hence students who opt for science or computer can choose their optional subjects from Commerce, Management or Science which gives them multiple scope for job opportunities. Similarly, those in Commerce or Management disciplines can choose Science, Arts, Philosophy or Psychology combining two diverse approaches into a viable holistic approach. And thereby not limiting job opportunities or knowledge acquisition in multiple subjects. This is what Vivekananda spoke about a century or two ago by referring to it as man making education. We can see glimpses of this approach in Sri Aurobindo's concept of education. Multidisciplinary approach is visible in our institution which offers Basic Accountancy Skills and Entrepreneurship Skills for Computer Application students. Economics from BA discipline is offered for Commerce and Management students. Indian Constitution from BA Political Science is also offered for Commerce and Management students. Along the same lines BCA offers Digital Fluency for both BBA & BCA.

16.Academic bank of credits (ABC):

The Academic Bank of Credits, a national-level educational policy introduced by UGC supports flexibility of the curriculum and multidisciplinary academic transition across Higher Education Institutions in the country with suitable "credit transfer" mechanism. To elaborate further, it is an online /virtual bank of credits which offers learners greater choice and flexibility in choosing courses and institutions, allowing a generous mix of educational programs that are vocational, academic and more.

Objectives ·Promotes learner centered education

·Focuses on learner-friendly approaches ·Implements inter-disciplinary or multidisciplinary engagements

·Allows students to opt for courses of their choice

·Enables students to learn at their own pace ·Enables the student to drop out and then redeem the credits earned with a certificate/diploma. ·Promotes and facilitates inter-institutional/university partnerships Highlights ·Student can avail multiple entry and exit options in higher education institutions and opt for a made-to-measure degree. ·Dropouts can track the progress toward their qualifications. ·Vocational courses, multi-disciplinary courses and multi- dimensional approaches lead to better career decisions and employability. ·Students who are enrolled in the courses offered by national schemes like SWAYAM, are also considered for credit transfer and credit accumulation under this provision

·Aspirants admitted to skill courses from higher education institutions offering vocational degrees or diplomas or postgraduate diplomas or certificate programs are also eligible for accumulation and redemption of credits under ABC.

17.Skill development:

Objective: · To help the transition from college to industry · To make students aware of work flow in an organization · To create and promote social responsibility According to Bengaluru City University all programs and courses have skill development subjects. They have a huge impact on the practical applications of the subject. They make students aware of industrial process and practices and flow of operations in an organization through industrial visits. In addition, they sensitize the students towards community service and create understanding about social entrepreneurship. They additionally promote managerial skills and technical skills. In another exercise, imaginary entrepreneurship projects are taken up to imitate business processes. Further under these programs students are asked to take up internships which give them the exposure they need in marketing, finance, human resource, taxation, product launch and similar commerce and business related engagements. In short these skill development subjects mimic real time business environment and prepare the students for the work environment. Soft skills training is also imparted to sharpen their interpersonal skills and communication skills. The prescribed Language syllabus inculcates values such as universal human values of truth righteous conduct peace non-violence scientific temper, citizenship values, and also life- skills. Constitutional rights and privileges are also imparted to the students through the subject, Indian Constitution prescribed by the affiliated University.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

With the implementation of NEP 2020, the emphasis is on, culture, tradition Indian rich ethos, ancient Indian legacy and wisdom, which is imparted through languages and the introduction of subjects like 'Culture Diversity and Society' and 'Constitution of India' prescribed by Bengaluru City University. The institution appropriately adapts the syllabus before delivering the contents to the students. Yoga which is steeped in Indian cultural heritage is also offered to the students as per the university regulations. Indian knowledge is also imparted through the observance and celebration of national, regional and religious festivals.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):
Outcome Based Education is one of the major objectives of the New Education Policy 2020 and a fundamental aspect of Higher Education Institutions. The institution explores the curriculum/ through audio visual aids, internships, projects PPTs, and use of technology. The language syllabus offered by the university is viewed practically and students are taught how to make posters, brochures, and advertisements. The syllabus also offers scope for group discussions, CV writing, business letters, email writing and so on. Projects and internships are also integrated in the syllabus to imitate the work a day world.
20.Distance education/online education:
Online learning is the new norm after the pandemic in the days of pandemic online learning became the order of the day and most of the teaching was done online through online applications like Zoom, Microsoft Team and Google Meet. Most of the teaching-learning process happened through PowerPoint presentations. Even after the pandemic much of the learning happens through PowerPoint presentations embedded with videos. Links are provided to access information through YouTube and videos. Course material is shared on official WhatsApp groups created by the institution. Webinars substituting seminars and workshops were organized for staff and students through online modes of learning during the pandemic and were continued even after the pandemic. Thus blended learning or hybrid learning is used depending on the need and circumstances.

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	166

File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	768

File Description	Documents
Data Template	View File

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	220

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	207

File Description	Documents
Data Template	[View File](#)

3.Academic

3.1 Number of full time teachers during the year	28

File Description	Documents
Data Template	[View File](#)

3.2 Number of Sanctioned posts during the year	28

File Description	Documents
Data Template	[View File](#)

4.Institution

4.1 Total number of Classrooms and Seminar halls	21
4.2 Total expenditure excluding salary during the year (INR in lakhs)	208.85
4.3 Total number of computers on campus for academic purposes	165

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The institution affiliated to Bengaluru City University ensures effective curriculum delivery in a planned and systematic manner. At tandem with the university event calendar, a well-structured calendar is planned by the IQAC headed by the Principal. The academic calendar provides information about all the predominant activities to be conducted during the semester. The Institution follows the syllabus prescribed by the University. However, the curriculum is adapted to make it more practical and creative. Based on the syllabus and student strength, the workload is calculated every semester by the heads of the departments and as per the directives of the Principal. Depending on the competence, experience, subjects opted and the actual requirement in the department, the subject apportionment is done. The time table committee prepares the time tables

all programs every semester. The workload and timetable is shared with all the faculty. Lesson plans are submitted forecasting the timeline and activities required to complete the syllabus systematically. The work diary used by the staff keeps track of the modules completed and whether it synchronizes with the lesson plan. Curriculum delivery supplements traditional methods of chalk and talk with ICT enabled classroom teaching, experiential learning, peer learning, field trips and industrial visits.

File Description	Documents
Upload relevant supporting document	**View File**
Link for Additional information	**https://www.cicms.in/naac/AQAR/CRITERIA1/1.1.1_addl.link.pdf**

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

The academic calendar planned in consonance with the affiliating University includes many academic activities together with celebration of important days.

Assignments are given to assess students' understanding and application of course material which require independent research, critical thinking, and analysis.

Internal Tests help students with revision of concepts taught. Answer scripts are evaluated., doubts are clarified and key points are shared. Poor performers attend remedial classes.

Remedial classes strengthen students' academic progress through tests, assignments and doubt clearing sessions.

Student Counselling Cell is active throughout the day and students are free to share their problems, both academic and personal in nature.

Placement Training is a vital prelude to placement activities. It is through the Placement Cell. GDs, Mock Interview sessions, aptitude training and student presentations are integral aspects of placement training.

Industrial Visits give students the opportunity to bridge the chasm between academics and industry. These are opportunities to acclimatize students to industry regulations and work culture.

Graduation Day is a seamless transition into the students' departure from the college after fulfilling their academic requirements.

The Alumni Meet: former students stepping back into their alma mater is one experience that drives the shine out of others. As they troop to attend formal and informal sessions, memories of the time spent in college flashes in their mind filling them with nostalgia.

File Description	Documents

Upload relevant supporting documents	**View File**
Link for Additional information	**https://www.cicms.in/naac/AQAR/CRITERIA1/aqar-1.1.2-additional.pdf**

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

C. Any 2 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	**View File**
Any additional information	**No File Uploaded**

1.2 - Academic Flexibility

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

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

3

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

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

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

2

File Description	Documents
Any additional information	**View File**
Brochure or any other document relating to Add on /Certificate programs	**View File**
List of Add on /Certificate programs (Data Template)	**View File**

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

339

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

339	

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

1.3 - Curriculum Enrichment

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

The curriculum planned by the university includes Professional Ethics, Gender, Human Values, Environment and Sustainability under various subjects.

The concerned departments study the curriculum thoroughly and integrate the above mentioned through various teaching methods and resources. Professional Ethics Gender and Human Values are embedded in the subjects under each discipline. In the process of teaching, these issues are addressed. Gender issues are sensitized through Anti Ragging Cell, Anti Sexual Harassment Cell and Counselling Cell. Programmes and activities are carried out to accentuate the importance of gender equality and gender neutralization. Human values are impressed upon through activities conducted on commemoration day and Yoga Day. English & Language Club activities also provide appropriate recourses to human values. Environment sustainability is addressed through the Eco Club which promotes ecofriendly activities such as planting saplings, rain water harvesting and keeping the environment clean and pure.

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

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

2	

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

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

260

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

1.4 - Feedback System

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

C. Any 2 of the above

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

1.4.2 - Feedback process of the Institution may be classified as follows

B. Feedback collected, analyzed and action has been taken

File Description	Documents
Upload any additional information	**View File**
URL for feedback report	**Nil**

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

440

File Description	Documents
Any additional information	**View File**
Institutional data in prescribed format	**View File**

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

217

File Description	Documents
Any additional information	**View File**

Number of seats filled against seats reserved (Data Template)	**View File**

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The institution assesses learners through class performance and tests,regular internal tests.based on their performance and observations of the teachers, they are categorised into Advanced Learners (>70%), intermediate learners (40%-69%) and slow learners (<40%)

Advanced Learners:

Advanced Learners are motivated and inspired to get university ranks through extra coaching and doubt clearing sessions.

- They are further encouraged to participate in various competitions like quizzes, coding contest, presentations, business oriented competitions and language enhancements competitions.
- They are given additional assignments and projects to work on.
- They are trained for Competitive Examinations like PGCET and so on.
- They are motivated to guide their peers in the learning process.
- They are advised to take up certificate courses.
- They are trained to prepare their resumes and participate in preplacement activities.

· They are asked to write and present reviews on expert talks.

Slow Learners:

The following activities are conducted for slow Learners:

- Remedial classes are conducted post evaluation of performance in tests.
- Special Coaching classes and Counselling sessions are given to slow learners.
- Previous year Question papers for all subjects are circulated among slow learners.
- Repeated practice is given on important questions.
- Group learning is encouraged under the supervision of advanced learners.

File Description	Documents
Link for additional Information	**https://www.cicms.in/naac/AQAR/CRITERIA2/addlinfo-2.2.1.pdf**
Upload any additional information	**View File**

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

Number of Students	Number of Teachers
768	28

File Description	Documents

Any additional information	

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Experiential learning: It is learning through action, learning through experience, discovery and exploration. Industrial visits are organised to visit various organisations and factories which provide an opportunity to learn practically working methods and employment practices. Internships and project work which helps to develop analytical and critical thinking, team work, time management and goal management. Community service, NSS activities like food distribution, visit to orphanages and blind school. Charts and models are used to make students practise what they have learnt making concepts more understandable through demonstration.

Participative Learning: This is done mainly through dividing classes into peer groups and assigning topics for presentation and learning. Every group has a leader who ensures that learning happens under his guidance.Newsletters serve the purpose of participative learning or experiential learning. Placement Cell of the college has been regularly conducting placement drives. Intra College Fest —Ascend, gives students a platform to improve their communication, self-confidence and interpersonal skills. Language Club activities are ideal ways to involve students in participative learning.

Problem Solving Methods: Quizzes tests ability of students to solve problems related to subjects. Innovation Cell-Metamorphosis provides the platform for innovative thinkers to take forward their entrepreneurial, creative ideas. Students are given assignments such as creating brochures, posters, survey reports.

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

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

Teachers use ICT enabled tools for teaching and learning in order to make the learning more alluring and captivating which contributes to longer attention span.

Following tools are used to enrich the teaching learning process

1.Google Forms:

- Google Forms are used by the teachers for conducting quizzes. They save effort and time as they allow the creation of design forms, collect responses in real-time, and analyze the data.
- Google forms are also used by the teachers to receive feedback from students regarding teacher performance which facilitates a quick approach to take corrective steps.

2. Videoconferencing Platforms: Online mode for teaching learning and conducting of virtual sessions are executed through platforms like Google

meet, Zoom and Microsoft Team. Teaching was found to be very effective when supported by multimedia applications.

3. Links are provided for additional information on YouTube to supplement classroom teaching.

4. e-resources: e- journals from Inflibnet are available for students to access online journals to enrich their learning experience.

5. Wi-Fi services offered by ACT Fibernet allow staff and students to access additional information online during college hours.

6.Official Gmail exists for sharing of articles required for newsletters

7.Excel Sheets are used to present information to students and keeping data records for student progression and assessments.

File Description	Documents
Upload any additional information	**View File**
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	**https://www.cicms.in/ict-enabled-class-rooms/**

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

2.3.3.1 - Number of mentors

28

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	**View File**
Circulars pertaining to assigning mentors to mentees	**View File**
mentor/mentee ratio	**View File**

2.4 - Teacher Profile and Quality

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

28

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	**View File**
Any additional information	**View File**
List of the faculty members authenticated by the Head of HEI	**View File**

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

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

3

File Description	Documents

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

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

2.4.3.1 - Total experience of full-time teachers

28

File Description	Documents
Any additional information	**View File**
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	**View File**

2.5 - Evaluation Process and Reforms

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

internal assessments

The Examination Committee comprises the following members:

a. Principal - Chief Superintendent

b. Deputy Chief Superintendent

c. Teaching & non-teaching staff

Internal tests process includes preparing of question papers, invigilation and seating arrangements.

- Two internal assessment tests are conducted each semester.
- Timetable for both the internal tests is prepared well in advance and circulated among the students at the earliest.
- The first Internal test is conducted after completion of 50% of the syllabus for 30 marks.
- The Second Internal test is conducted after completion of the entire syllabus for 40 marks.
- Seating arrangement is made for the internal tests and displayed on the notice board.
- Question papers are prepared by subject faculty according to a pre-defined scheme.
- After evaluation, the internal answer scripts are distributed to the students to assess their performance and clarify doubts.
- Internal assessment marks are displayed on the college notice board and also sent to the official class WhatsApp groups
- Following clarifications, the students have ample scope to improve their performance.
- Parent Teacher meet is conducted to highlight the performance of the wards.
- Presentations, projects, assignments and attendance are also the decisive components for internal assessment.

- **After preparing the internal assessments report, a copy is submitted to the HoDs and Principal.**

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

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

Internal tests process includes preparing of question papers, invigilation and seating arrangements.

- **Two internal assessment tests are conducted each semester.**
- **Timetable for both the internal tests is prepared well in advance and circulated among the students at the earliest.**
- **After evaluation, the internal answer scripts are distributed to the students to assess their performance and clarify doubts.**
- **Internal assessment marks are displayed on the college notice board and also sent to the official class WhatsApp groups**
- **Following clarifications, regarding obtained marks and performance in the internal test, students concern to the subject teachers for the corrections. The subject teachers deal with the students problems regarding evaluation and allotted marks. If the student is not satisfied, the matter is placed before the Head of Department**
- **Parent Teacher meet is conducted to highlight the performance of the wards.**
- **Grievances associated with the internal examination are taken up immediately and resolved.**

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

2.6 - Student Performance and Learning Outcomes

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

Program outcome for B.Com

- **Knowledge of Accounting, Taxation, Auditing, Financial Analysis and Management.**
- **Professions in the field of Accountancy –**

1. **Chartered Accountant**
2. **Cost and Management Accountant**
3. **Company Secretary**
4. **Stock Analyst**
5. **Banking Sector Officers**
6. **Insurance Intermediaries**

Program outcome for BBA

- **The program focuses on developing business acumen & employability skills giving students the confidence, knowledge & expertise required to function in a global setting.**
- **In addition, it provides vast insight into various fields of commerce & management.**
- **Help students graduate with much needed attributes: knowledge of business management, emerging technologies, research & business intelligence, problem solving & decision making, creativity & innovation, intercultural competence & team work.**
- **Professions relate to BBA**

1. **Finance Manager**
2. **Marketing, Manager.**
3. **Information, System Manager**
4. **HR Manager**
5. **Civil Service**
6. **MNC/ Broking.**

Program outcome for BCA

- **Focuses on**

1. **Problem Solving Techniques**
2. **DBMS**
3. **Operating System**
4. **Computer Networks**
5. **Python programming**
6. **Artificial Intelligence**

- **Software Engineering**
- **Promotes knowledge of design techniques, analysis, coding, testing, operation & maintenance of networks, databases, information & data security and computer systems.**

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	**Nil**
Upload COs for all courses (exemplars from Glossary)	**View File**

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

Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes are interlinked. Course outcome is based on Internal Assessment components according to University guidelines such as two internal tests, assignments and projects for all subjects. Students' performance in tests, presentations, participation in debates, group discussions and submission of assignments and projects is evaluated for 30/40 marks which comprises Course Outcome Program Outcome is assessed in terms of performance in end semester university examination out of 70 /60. Course Outcome and Programme outcome are linked to result analysis, credit points/CGPA which helps in calculating college toppers and university rank holders. These outcomes are further linked to admission for Post-Graduation Courses through PGCET or placement opportunities through or research pursuits.

File Description	Documents

Upload any additional information	**View File**
Paste link for Additional information	**Nil**

2.6.3 - Pass percentage of Students during the year

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

182

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

2.7 - Student Satisfaction Survey

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

https://www.cicms.in/naac/AQAR/CRITERIA2/sss.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

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

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

0

File Description	Documents
List of research projects and funding details (Data Template)	**View File**
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	**No File Uploaded**

Paste link to funding agency website	**Nil**

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

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

7

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

3.2 - Research Publications and Awards

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

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

1

File Description	Documents
Any additional information	**View File**
List of research papers by title, author, department, name and year of publication (Data Template)	**View File**

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

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

1

File Description	Documents
Any additional information	**View File**
List books and chapters edited volumes/ books published (Data Template)	**View File**

3.3 - Extension Activities

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

Keeping these lofty ideals in mind, NSS Unit of the college organized the following activities.

- **With the collaboration of Bengaluru City police, Jayanagar. Anti — Drug Awareness programme was conducted in the college auditorium..**
- **Blood donation camp was organized to create awareness about saving lives.**
- **International Yoga Day Celebration in the Yoga Room brought out the importance of healthy body in a healthy mind.**

- **World Environment Day Celebration was planned to create awareness about saving the ecology and environment. This was carried out by planting saplings in the adopted BBMP Park.**
- **Mock Polling session stressed the importance of casting votes in a democracy to select leaders accountable to us in their governance**
- **Traffic Awareness Seminar brought in the importance of road safety norms which emphasizes that road users should keep in mind that their negligence can lead to accidents and loss of lives.**
- **National Constitutional Day celebration introduced to the students the visionary efforts ofDr. B. R. Ambedkar, who chaired the drafting committee of the Constituent Assembly and played a pivotal role in shaping the Indian constitution.**
- **Street play performed by final year B. Com. students emphasized how negligence of road safety norms can endanger the lives of other road users.**
- **Koti Kanta Gayana and Adamya Cethana celebrated Kannada culture and language through songs.**

File Description	Documents
Paste link for additional information	**https://www.cicms.in/naac/AQAR/CRITERIA3/3.3.1_PHOTOS.pdf**
Upload any additional information	**View File**

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

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

0

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

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

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

14

File Description	Documents
Reports of the event organized	**View File**

| Any additional information | **View File** |
| Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template) | **View File** |

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

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

3216

File Description	Documents
Report of the event	**View File**
Any additional information	**View File**
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	**View File**

3.4 - Collaboration

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

4

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

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

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

4

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	**View File**
Any additional information	**View File**
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	**View File**

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The college has a robust comprehensive infrastructure to facilitate effective knowledge sharing. The commitment to providing a conducive environment for education is evident in its classrooms, laboratories, and computing facilities.

Classrooms designed to accommodate a significant number of students, ensure an interactive atmosphere for learning. The infrastructure includes projectors and LCD screens enhancing learning experience.

Laboratories are well equipped to transfer theoretical concepts to practical applications for effective hands on learning. They focus on accessibility to the latest technologies and equipment.

Computing facilities are updated, offering the latest software and hardware for coursework. High-speed internet connectivity helps students engage in research, academic resources and collaborate on projects. Computer labs are designed for individual and group work, facilitating a dynamic collaborative learning environment.

Library and reference section are stocked with an extensive collection of books, journals, and periodicals for all programs offered.

The physical facilities of the institute promote a sense of community collaboration. Classrooms and recreational spaces are strategically placed for social interactions and extracurricular activities, fostering a holistic development.

The college has invested significantly in creating an environment that supports effective teaching and learning. The modern classrooms, laboratories, computing facilities, and library collectively contribute to an enriching learning experience.

File Description	Documents
Upload any additional information	**View File**
Paste link for additional information	**https://www.cicms.in/naac/AQAR/criteria4/4.1.1-LINK-FOR-ADD-INFO.pdf**

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

The Institution takes pride in providing a holistic education, fostering not only academic excellence but also overall development through cultural and sports activities. The institution's commitment to extracurricular pursuits is reflected in its cultural activities, sports and yoga centre.

Cultural activities are supported by a well-equipped auditorium for academic and cultural events. The auditorium has hosted numerous cultural events and academic functions, contributing to a vibrant culture.

The institution has dedicated spaces for both indoor and outdoor games. Outdoor sports activities-cricket, throw ball and volleyball are

conducted in BBMP ground near the college. It encompasses a well-maintained track for athletics and court for sports like basketball and tennis. The user rate for these facilities is commendable, with regular intra-collegiate tournaments.

Indoor sports such as carom, chess & table tennis are conducted in the multipurpose hall providing ample opportunities for recreational activities and competitive sports.

The yoga centre, offers a serene space for practicing yoga and meditation, promoting mental and emotional health of students.

The user rate for these facilities showcases active participation and engagement of students in cultural, sports related activities. The institution's commitment to providing adequate and updated facilities for these pursuits underscores its dedication to nurturing well-rounded individuals.

File Description	Documents
Upload any additional information	**View File**
Paste link for additional information	**https://www.cicms.in/naac/AQAR/criteria4/4.1.2-ADD-INFO-Cultural,-Sports-2022-2023-6.2MB.pdf**

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

11

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

11

File Description	Documents
Upload any additional information	**View File**
Paste link for additional information	**https://www.cicms.in/naac/AQAR/criteria4/4.1.3-link-for-add-info.pdf**
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	**View File**

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

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

18.14

File Description	Documents
Upload any additional information	**View File**
Upload audited utilization statements	**View File**

| Upload Details of budget allocation, excluding salary during the year (Data Template) | **View File** |

4.2 - Library as a Learning Resource

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

Community Institute of Commerce & Management Studies is one of the premier institutions offering education in the field of Commerce, Management and Computer Applications since 2007.

The college has a well-stocked library for UG students which fulfills the needs of the faculty and students in providing the required learning resources at all times. It collectively supports the teaching and curricular activities of the Institution.

The library accommodates 50 students. Book database is created in the library. Issue return process is maintained from time to time for students and faculty. Barcode System is used for Book issue and return.

Name of the ILMS software

Libsoft

Nature of automation

Fully automated

version

9.8.5 with 1 server and 2 clients

Year of Automation

2021

Library is equipped with a computer, printer, barcode system, photocopier and 7 computer system for E- Library with Wi-Fi facility.

The Library maintains the accession register which is updated regularly to include new books, magazines, newspapers and journals subscribed.

It has 7056 (588 books added newly in 2022-23)books out of which 1300 are reference books and 1800 books are specially reserved for SC/ST book bank.

File Description	Documents
Upload any additional information	**View File**
Paste link for Additional Information	**https://www.cicms.in/naac/AQAR/criteria4/4.2.1-link-for-additional-information.pdf**

| 4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources | B. Any 3 of the above |

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

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

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

1,72,719

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

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

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

200

File Description	Documents
Any additional information	**View File**
Details of library usage by teachers and students	**View File**

4.3 - IT Infrastructure

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

In the present era every institution is driven by technology and CICMS is no exception.

IT facilities include 135 Desktops and 3 laptops supported by 1Gbps, 3.6TB Monthly Data Limit, 4Mbps Post FUP speed. LAN and Network connections are also available. There are 6 UPS and 44 batteries in the Computer Lab and seminar hall.

Office automation packages like MS Office: Windows XP (22), Windows 7(42), Windows 10 (36) and Windows 11 (35) and Antivirus are updated regularly.

Software available are JAVA, Visual Studio 2015, SQL Server 2014X (64), TurboC++ 3.2,5. Python3.11.0(64 bits), Tally, ERP9, Oracle Database.

Inflibnet, e-library with access to e-resources are available.

NDLI registration has enabled free of cost access to e- books in every discipline.

There are 7 printers available in addition to one Photocopier.

The college has 11 LCD projectors in the computer lab, Business lab and all classrooms. Scanners are available in the computer lab, library, staffroom, Business Lab and Administrative Office.

Students can access Wi-Fi through routers in the corridors and classrooms.

The institution provides the best facilities for the students not only in terms of updating Wi-Fi facilities but also access to the best e-library facilities where self-learning happens beyond classroom teaching.

File Description	Documents
Upload any additional information	**View File**
Paste link for additional information	**https://www.cicms.in/naac/AQAR/criteria4/4.3.1-paste.pdf**

4.3.2 - Number of Computers

165

File Description	Documents
Upload any additional information	**View File**
Student – computer ratio	**View File**

4.3.3 - Bandwidth of internet connection in the Institution

A. ≥ 50MBPS

File Description	Documents
Upload any additional Information	**View File**
Details of available bandwidth of internet connection in the Institution	**View File**

4.4 – Maintenance of Campus Infrastructure

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

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

67.77

File Description	Documents
Upload any additional information	**View File**
Audited statements of accounts.	**View File**
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	**View File**

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

A well-defined policy for maintaining, physical, academic, support facilities is available.The Management, Principal and IQAC coordinator plan and oversee all activities. Housekeeping, support staff and security facilitate services in all sections. Requisition for equipment - new, repair and maintenance follows the hierarchical policy.Sports Committee monitors Sports facilities. Maintenance of computer systems is carried out by System Administrator.Library is optimally utilized by students on all days. Requisition for books, magazines, journals and e-books placed before the Principal, and procured post management approval.E-library promotes the use of internet resources, access to N-List, KDLI and NDLI.Documents related to infrastructure, maintenance, repair work and any contracts with approval copies are maintained by administrative staff. ThecollegewebsitemaintainedbyPisumathu. ThemaintenanceofUPS,CCTV, Intercom andGeneratorare undertakenbyTech Serve and monitored by Principal.The lift is maintained under AMC by Johnson Lifts & Escalators TheinternetLeasedline1000 mbpsandWIFIisprovidedbyAct Fibrenet. The health centre assisted by the BBMP give the necessary medical assistance.There are separate rest & common rooms for boys and girls. ICT enabledlecture halls enable easy curriculum delivery. Auditorium has state of the art facilities.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**https://www.cicms.in/physical-facilities/**

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

50

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	**View File**
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	**View File**

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

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

147

File Description	Documents
Upload any additional information	**View File**

Number of students benefited by scholarships and free ships institution / non-government agencies in last 5 years (Date Template)	**View File**

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

A. All of the above

File Description	Documents
Link to institutional website	**https://www.cicms.in/naac/AQAR/CRETERIA5/5.3.2.additional.pdf**
Any additional information	**View File**
Details of capability building and skills enhancement initiatives (Data Template)	**View File**

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

207

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

207

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

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

File Description	Documents

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

26

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

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

5.2.2.1 - Number of outgoing student progression to higher education

13

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

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

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

0

File Description	Documents
Upload supporting data for the same	**View File**
Any additional information	**No File Uploaded**

5.3 - Student Participation and Activities

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

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

8

File Description	Documents
e-copies of award letters and certificates	**View File**
Any additional information	**No File Uploaded**
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	**View File**

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

The institution offers the best opportunities for student involvement in various activities. They are included in administrative activities as volunteers for various activities. Their opinion is taken into consideration in the planning and execution of these activities. Every year the academic calendar earmarks student centric activities such as Commerce& Management Week and IT Week, Cultural Week, Spectrum Week, Ethnic Day, Kannada& English Club activities, Eco Club activities, sports related activities, NSS activities, Industrial Visit and so on.

NSS activities such as blood donation, electoral literacy club activities pave the way for students to become responsible citizens of India.

Cultural Week activities motivate students to excel in dance, music, Rangoli, poster making, mehndi which effectively contributed to their overall holistic development. Spectrum Week culminating in Ethnic Week conducted regularly helps develop the aesthetic sense in them.

Commerce& Management Week as well as IT Week held in the even semester gives rise to creative and innovative ideas. Students Coordinators are given the responsibility to head the events, create the rules and regulations and conduct the events. This opportunity given to students make them develop leadership qualities.

Industrial Visits provides the fulcrum for students to know the processes and procedures adopted by industries and prepares them for academic and industry interface.

File Description	Documents
Paste link for additional information	**https://www.cicms.in/naac/AQAR/CRETERIA5/5.3.2.additional.pdf**
Upload any additional information	**No File Uploaded**

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

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

30

File Description	Documents

Report of the event	**View File**
Upload any additional information	**No File Uploaded**
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	**View File**

5.4 - Alumni Engagement

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

CICMS Alumni Association is registered under Registration of Societies under the Karnataka Societies Registration Act, 1960. The Association plays a vital role in contributing to the success and progression of CICMS.It serves as a bridge between the institution and its graduates, fostering a sense of community and continuity.

The Alumni Association contributes to the academic initiatives of the organization through placement and teaching. In addition, the members serve as mentors, guest speakers, and industry professionals, enriching the educational experience for current students and facilitating valuable networking opportunities. They thereby augment the institution's reputation by attracting prospective students and fostering a positive public image.

Furthermore, the Alumni Association plays a pivotal role in organizing reunions, events, and outreach programs that strengthen the bond among former students and the institution. By leveraging the diverse skills and experiences of the alumni, the overall development and global standing of the educational institution is enhanced.

In 2022-23, the Alumni Association meeting was convened on Monday,9th January 2023 at 4.00 pm. It was presided over by Shri Lokesh, Principal Community Centre Pre University College. The Chief Guest was Dr. Mahesh Kumar, Director, CIMS-B School. The welcome address was delivered by Ms. Rachana (BCA)- 2017 batch. The event was anchored by Mr. Rizwan Pasha -2007 batch.

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

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

File Description	Documents
Upload any additional information	**No File Uploaded**

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The governance of the institution is reflected in and in tune with the hierarchical structure and leadership policies which is always in alignment with the vision and mission statements. Thus, the Management and Governing Council stress on the importance of the spirit of enquiry with the integration of technology which makes learning possible from multiple perspectives. The mission of knowledge acquisition through activities involving analytical and logical skills are propagated by the Management and Academic Council which staunchly believe that real learning can be acquired through the spirit of enquiry. These activities are carried out through innovative teaching methods, curricular activities and preparation for competitive examination with the ultimate goal of training students to think and act independently. Furthermore, the Governance policy percolates down to ethical values and discipline in learning and behavioral outcomes. These ideologies of the Governing Council are also reflected in bridging the gap between academics and industry.

The link between governance and vision and mission fosters a sense of uniformity in all academic pursuits, streamlining all activities to focus on achieving a sense of oneness and responsibility. The adherence to the vision and mission results in overall success of the institution.

File Description	Documents
Paste link for additional information	**https://www.cicms.in/vision-mission/**
Upload any additional information	**No File Uploaded**

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

The institution follows democratic and participative mode of governance. The Governing Council comprising Management, Chairman, Secretary, Principal, IQAC, HoDs coordinate in designing and making policies which are implemented with the consensus of the staff.

Decentralization is evident through the various committees and cells headed by staff in charge identified by the Principal and approved by fellow colleagues. The work of the committees is decided by the committee heads who make plans through discussions and deliberations with committee members. The cells in the college such as Anti Ragging Cell, Grievance Cell, Anti Sexual Harassment Cell follow the same principle in letter and action. The coordination in action among the Management, Principal, HoDs and various committee coordinators clearly reflects the decentralization process.

Participation in Institutional Governance

Teachers play an active role in institutional governance through participation as visible in various committees like timetable committee, admission committee, Counselling Committee, Examination Committee, Discipline Committee, Cultural Committee, Sports Committee, Newsletter/Magazine Committee and so on which are various facets of participative governance.

The Management, Principal & HoDs play a crucial role in guiding the committee heads to plan and execute various activities and events. The committee heads in turn plan activities after getting the approval of the Principal. Student Coordinators are then deputed to carry out the

activities which clearly define participation in institutional governance.

File Description	Documents
Paste link for additional information	**https://www.cicms.in/naac/AQAR/criteria6/6.1.2.-Doc-1.pdf**
Upload any additional information	**View File**

6.2 – Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institution Strategic /Perspective plan is effectively deployed in the following matters

- Student development through participation
- Women/student/faculty grievance
- Institute -Industry Interaction
- Alumni Participation & Extension Activities
- Effective teaching through use of technology

One among the outstanding strategic plans of the institute is the industrial visit. The Management, Principal and HoDs of departments plan the visit coordinating with the staff. First the requisition letter for the visit is sent by the Principal to the Secretary after whose approval the same letter is dispatched to the General Manager of the industry. Permission is sought from the Management for logistics, travel and food expenses. The Management bears miscellaneous expenses and makes the necessary arrangement for the visit. The same strategic planning is carried out every year to make students understand industry work culture, manufacturing processes and procedures.

In 2022-2023 industrial visit was planned to Karnataka Silk Industries Corporation and Karnataka Soaps & Detergents for all streams of VI Semester on 14th July2023. After visiting the factorystudents understood how silk sarees and gold zari sarees are made from raw silk yarn.

Industrial visits are planned regularly as they serve as the first point of interaction between the student and the industry. They help them learn management concepts, improve job prospects and enhance interpersonal skills and intellectual capital. Besides they serve as an excellent platform for students pursuing higher education and help in bridging the gap between mere classroom learning and the actual work conditions.

File Description	Documents
Strategic Plan and deployment documents on the website	**View File**
Paste link for additional information	**https://www.cicms.in/naac/AQAR/criteria6/6.2.1--doc-1.pdf**
Upload any additional information	No File Uploaded

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

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

The institutional policies are planned and implemented by the Management, Principal and Governing Council which is at tandem with the state government rules and UGC policies.

The primary policy of the institution focuses on quality in teaching which is achieved through attending seminars, workshops, presenting papers and publishing articles in books or journals. This policy includes financial support for all staff endeavours which enhance the quality of teaching.

The e-Governance policy facilitates student admission and support, administration, examination, finance & accounts. Further it endorses transparency and accountability.

The code of conduct is reflected in the student handbook which every student is given at the time of admission.

At the time of appointment service rules are shared with the staff which include code of conduct, roles and responsibilities of staff, nature of leave available such as casual leave, earned leave, sabbatical leave, gratuity, medical leave, OOD and so on.

Appointment follows the process of submitting resume, calling for interview, attending the interview, facing a technical round and giving a demo. The appointment letter is finally given by the Management with details such as salary, probationary period and completion of probationary period. The employee becomes permanent after serving the probationary period which depends on their performance.

File Description	Documents
Paste link for additional information	**https://www.cicms.in/naac/AQAR/criteria6/6.2.2-Doc-1.pdf**
Link to Organogram of the Institution webpage	**https://www.cicms.in/organogram/**
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	No File Uploaded
Screen shots of user interfaces	**View File**
Any additional information	No File Uploaded

Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	**View File**

6.3 - Faculty Empowerment Strategies

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

Yes, the institution has welfare measures for both teaching and non – teaching staff. The college aims at ensuring better work efficiency and job satisfaction by providing appropriate facilities to its employees.

Employment Welfare measures provided for Teaching and Non – Teaching Staff

The institution has implemented several welfare measures for both teaching and non-teaching staff. The welfare scheme is operational in providing safe and clean work environment. Cubicles are provided

For staff members which are cleaned regularly and the staff restrooms are hygienically maintained. Employee Provident Fund is available for teaching and non-teaching senior staff. Medical leave/Casual leave /Sick leave/Earned leave are provided for all staff members. Reservation of seats and concession in fee is provided for wards of the staff.OOD is provided for attending competitive examination, workshops, orientation courses, refresher courses and conferences. Further financial support is given for those attending and presenting papers at seminars/conferences. Gifts are distributed to the staff on special and festive occasions. Refurbishing of staff cabins are done periodically. On Teacher`s Day staff are honoured by the management with gifts of considerable value. Staff picnic is sponsored by the management every year for teaching and non-teaching staff. Uniforms are provided for attenders and housekeeping staff. Staff have round the clock access for Wi-Fi facility which is used for reference and research work.

File Description	Documents
Paste link for additional information	**https://www.cicms.in/naac/AQAR/criteria6/6.3.1.--Doc-1.pdf**
Upload any additional information	**View File**

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

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

8

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

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

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

3

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

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

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

11

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

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

Performance appraisal is one of the most important tools to measure job performance and productivity of the employees, adding motivation and value towards organizational performance. The institution has a performance appraisal system for all staff. Staff submit a self – appraisal form to the HODs who forward it to the Principal who evaluates performance according to certain set criteria. Teaching faculty performance is reviewed based on student results in university examination punctuality, commitment, teaching skills and involvement in college activities. The student feedback form has a well-defined set of questions that help students evaluate the teaching capacity on specified parameters. These details are accessible to staff which helps them improve their performance. The Principal analyses the students feedback and shares it individually. If there are any issues of concern, the faculty member is guided to overcome the drawbacks without lowering self-esteem.

Wherever required, counselling is provided to the staff in order to help them improve their professional capabilities. Self-Appraisal forms also help evaluate staff performance in terms of annual increment and extension or otherwise of probation. Non-teaching performance appraisal is based on behaviour towards stakeholders, coworkers and carrying out

the assigned work in a meticulous manner. The Principal gauges their performance and offers advice to them on how they can carry out their responsibilities in an effective manner. On – teaching faculty are assessed based on attitude towards- parents, visitor's workers, staff/students, job performance, and overall behavior.

File Description	Documents
Paste link for additional information	**https://www.cicms.in/naac/AQAR/criteria6/6.3.5--Doc-1.pdf**
Upload any additional information	**View File**

6.4 - Financial Management and Resource Mobilization

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

Institution mobilizes funds for recurring expenses like maintenance and operations mainly through student fee collection.

The institution has a well –defined mechanism to monitor effective utilization of available financial resources for the development of the academic process and infrastructure. Funds are allotted by the Management for conducting major events.

The institution has its own internal audit, and external audit mechanism. Qualified auditors from the Management do thorough checks and verifications of all vouchers, ledgers, supporting documents, e – statements of transactions, bank reconciliation statements, cheques and verify amounts spent

Mechanism of Internal audit and settlement of objections are implemented in the institutions as follows:

Internal Audit:

Examining previous financial statements

Evaluation of Internal control system

Verifying students' fee registers

Authorizing fee concessions

Examining online transactions

Examining grants, sponsorships, deposits, payments

Limiting transactions which exceed the budget allotted

External Audit:

External audit is carried out on a yearly basis by Mukunda Shiva Associates. As of date there is no major objection. Minor errors of omissions and commissions are immediately rectified /corrected and precautionary steps are taken to avoid such errors in future.

- Examining the procedures and policies and regulations.

- **Verifying the salary payment, TDS, Income Tax, EPF, Professional tax and such**
- **Examining the property titles, approvals, fee payments to regulatory bodies**
- **Evaluating fee receipts & balance sheet**
- **Certifying the audit report**
- **Filing Income Tax returns**

File Description	Documents
Paste link for additional information	**https://www.cicms.in/naac/AQAR/criteria6/6.4.1-DOC1.pdf**
Upload any additional information	**View File**

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

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

NIL

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

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

The institution mobilizes funds and resources mainly through collection of student fees. The student fee has considerably increased in the last three years to meet the yearly expenses in various spheres in keeping with the improved facilities for students. The Management and Principal chalk a budget for various activities in the academic year, Budget is allotted on the basis of the money spent on activities the previous year The Management scrutinizes the budget and allocates the budget for the successive years with the assistance of the auditors who are part of internal audit .

Resources are also mobilized through contingency fee for examination from other colleges since the college is the centre for end semester examination conducted by Bengaluru City University.

File Description	Documents
Paste link for additional information	**https://www.cicms.in/naac/AQAR/criteria6/6.4.3--Doc-1.pdf**
Upload any additional information	**View File**

6.5 - Internal Quality Assurance System

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

The IQAC has unfailingly striven to enhance the quality of teaching, curricular activities and quality practices using various strategies such as organizing faculty development programmes, webinars, presentations, taking student feedback regularly in order to strengthen teacher performance, self-appraisal forms, use of ICT in teaching, experiential learning and augmenting library resources and services.

Among these healthy practices for quality enhancement two practices stand out in terms of value.

The first relates to teaching which is carried out through microteaching, ICT enabled teaching through presentations, group discussions, mock interviews, projects, assignments, placement activities, led by teachers

The second practice relates to feedback from students and self-appraisals. Feedback forms are distributed to students which ascertain the quality of teaching. These forms are scrutinized by the respective HoDs and Principal. If any flaws are found, corrective measures are undertaken through counselling the concerned faculty. Self-appraisal forms are given to the staff in which they evaluate their own performance, identify areas for improvement, compile a record of their achievements for the year, and grow more efficiently in their work by writing an honest and accurate self-assessment. The HoDs and principal scrutinize the self-appraisal forms, discuss it with the concerned faculty and guide them towards better and quality performance in teaching.

File Description	Documents
Paste link for additional information	**https://www.cicms.in/naac/AQAR/criteria6/6.5.1--Doc-1.pdf**
Upload any additional information	**View File**

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

The IQAC follows different methodologies to review teaching learning processes. structure and methodologies of operations and —learning outcomes at periodic intervals through IQAC setup as per norms and records the incremental improvement in various activities. Outstanding among these are microteaching and experiential learning. Microteaching is a teacher training technique for learning teaching and improving the quality of teaching. This primarily targets fresh graduates who have no experience in teaching. So in 2022, Ms.Deepika H S from BCA Department was selected for microteaching as she had been in the IT industry for a considerable period of time. She was guided by Ashwini D N, senior faculty in the BCA Department. She took up 3 sessions of microteaching in order to refine her teaching methodology under the supervision of Ashwini D N.

Experiential learning is a process of learning through doing and activity. Most of the curricular and extracurricular activities focus on experiential learning. The institution does this through the various clubs Innovation Cell, industrial visits and technical activities

conducted under Ascend. The experience of learning in class is translated into practical sessions which promote out of the box thinking. Industrial visits to promote experiential learning as students observe and understand the various financial and manufacturing processes undertaken by industries.

File Description	Documents
Paste link for additional information	**https://www.cicms.in/naac/AQAR/criteria6/6.5.2--Doc-1_compressed.pdf**
Upload any additional information	**View File**

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	**C. Any 2 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	**https://www.cicms.in/uploads/files/naac/Annual-Report-2022-2023.pdf**
Upload e-copies of the accreditations and certifications	**No File Uploaded**
Upload any additional information	**View File**
Upload details of Quality assurance initiatives of the institution (Data Template)	**View File**

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

a. Safety and Security are given priority in the college as students feel safe in an environment that safeguards and protects them. With this in mind the institution has the following facilities.

- Security Guards are found at entry and exit points in the campus.
- CCTV cameras have been installed in the college campus.
- Identification badges/cards are issued for all students and staff
- Complaint box & Suggestion Box is kept at the entrance of the campus.
- Separate common room are allotted for boys and girls.
- Awareness Programmes on mental health issues are organised in the campus.
- Gender Equality Cell functions to ensure there is no gender discrimination through

various awareness programmes.

b. Counselling

The college has an active counselling Cell 'SAMADHANA'.to assist and counsel both genders to avoid conflicts. This in turn prevents any kind of teasing, ragging or bullying.

Mentoring and counselling are done frequently in the college. Students are encouraged to share their problems and grievances and solutions are given to eliminate doubt and confusion.

c. Common Rooms

The institution has separate common room for girls and boys with the required facilities. Sanitary napkin dispensers which are always fully stocked are installed in the girls' wash rooms.

File Description	Documents
Annual gender sensitization action plan	**https://www.cicms.in/naac/AQAR/CRITERIA7/7.1.1-A.-Annual-Gender-Sensitization-Action-Plan-for-2022.pdf**
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	**https://www.cicms.in/naac/AQAR/CRITERIA7/7.1.1-B-safety-&-security.pdf**

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	**D. Any 1 of the above**

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

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

SOLID WASTE MANAGEMENT:

- **The faculty motivate students to avoid using plastic boxes. water bottles and plastic bags and encourage them to use stainless steel containers and jute bags to carry their lunch.**
- **There are separate dustbins for dry and wet waste in each floor.**
- **Dry waste and wet waste are collected by Bruhat Bengaluru Mahanagara Palike on alternate days as requested by the institution.**

- **The nearby park is maintained by the college which has a compost pit used as fertilizers for plants in the park.**
- **Regular cleaning activities are undertaken in the college campus**
- **Unused sheets from bluebooks are used for internal tests are reused for writing purposes.**
- **One side printed sheets are reused for printing and writing in order to save paper.**
- **Bags are made out of waste paper and newspapers in order to make students understand that paper should not be wasted unnecessarily.**

E-WASTE MANAGEMENT

With technological advancements, the demand for electronic gadgets has increased considerably. This has led to a significant increase in electronic equipment posing a hazard to health. The institution manages e-waste in the following way:

- **E-waste materials are stored in Room Number 404.**

- **Certain cupboards in the Computer lab are used to store e-waste**

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	https://www.cicms.in/naac/AQAR/CRITERIA7/7.1.3.pdf
Any other relevant information	No File Uploaded

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

A. Any 4 or all of the above

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

7.1.5 - Green campus initiatives include

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

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

A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	**View File**
Any other relevant documents	**View File**

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

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

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	**D. Any 1 of the above**

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

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

To fulfil the need for an inclusive environment for promoting tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities, the college organizes the following activities annually at the appropriate time.

Sankranti/Pongal was celebrated with a tableau of Pongal celebration in villages and feeding a cow in addition to distributing sesame seeds, groundnut, fried dal, copra and jaggery to staff and students. Staff and students attended the celebration in their colourful traditional attires

Hindi Divas was celebrated on 14th September with the Hindi Teacher stressing the importance of celebrating it every year. She stated that it marks the day when Hindi was first spoken in the United Nations General Assembly in 1949. She urged the students to include Hindi in their speeches, performances, music and theatre arts.

Kannada Rajyostva is a regular event celebrated with great enthusiasm in the institution. Koti Kanta Gayana events are planned as per Government guidelines with the theme is "Nanna Naadu Naana Haadu"which means my land and my song. Students from different linguistic backgrounds celebrate it by singing songs and dancing to the tunes.

Ethnic Day marks the respect for different ethnicities through traditional attire and cultural activities performed by students.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	**View File**
Any other relevant information	**View File**

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

Sensitization of students to human values and ethical obligations were promoted through various activities.

Blood donation camp was organized on 23rd June 2023 in collaboration with Lion's Club. Staff and students donated 46 units of blood.

Mock polling was conducted on 23rd February 2023 to commemorate National Voters' Day with students casting votes in a mock session.

Traffic awareness programme was organized on 10th December 2022 through a seminar. Special Commissioner of Police, Dr.MA Saleem addressed the students on how they can play a pivotal role in preventing accidents.

On National Constitution Day,26th November 2022. The preamble of the constitution was read out to the students followed by pledge taking.

Walkathon was conducted on 16th November 2022 to highlight the importance of road safety. Students carried placards and shouted slogans as they marched from the college to vantage points in and around the neighborhood. The Street Play performed by final year B.Com. students also focused on road safety.

Stroke Awareness walkathon by Apollo Hospital & NSS unit of the college was conducted on 29th October 2022 form 5.30 am – 7.00 am in the precincts of the institution. Students joined the procession and raised slogans on how stroke can be prevented.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	**View File**
Any other relevant information	**View File**

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	D. Any 1 of the above

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

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

The institution celebrates national and international commemorative days, events and festivals to create a sense of unity and make students understand the need to connect to international events to live in a peaceful and harmonious world. To engage students in such an enterprise a plethora of events and festivals are celebrated.

Independence Day celebration was marked by flag hoisting, singing patriotic songs and a parade of freedom fighters. An essay competition was conducted, the topic being, My Soil, My Country. A drawing competition, 'Nation First, Always First' complemented it. They drew the interest of the students who participated with much fervor and enthusiasm.

Republic Day was marked by speeches, flag hoisting, and patriotic songs

On World Environment Day saplings were planted in the adopted park by staff and students. Weeds were removed to promote the healthy growth of the saplings and plants.

International Women's Day was celebrated on 8th March 2023.The former Mayor of BBMP, Gangambike Mallikarjuna was honoured for her achievements Staff members spoke about the roles and responsibilities played by women since times immemorial.

Ganesh Chaturthi was celebrated by performing pooja and incantations. Further clay seed Ganesha competition was conducted in which students made clay images of Ganesha.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	**View File**

Geo tagged photographs of some of the events	**View File**
Any other relevant information	**No File Uploaded**

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

7.2.1. A

1. Title of the Practice: MENTORING STUDENTS

2. Objectives of the Practice

  - **To support mentees' academic progress**
  - **To address psychosocial issues**

3. The Context

  - **To evaluate the academic status and psycho social behavior of students.**

4. The Practice

Mentoring students is done through remedial classes, counselling and periodical tests.

5. Evidence of Success

This is seen in academic progression, and improved performance in the second internal test and end semester examination.

6. Problems Encountered and Resources Required

Irregularity and taking up part time jobs hinders students from attending classes.

7.2.1. B

1. Title of the Practice: SEVA MANOBHAVA

2. Objectives of the Practice

To motivate students to be socially responsible and develop an empathetic attitude towards the less fortunate.

3. The Context

  - **To render service to orphanages**
  - **To stress the importance of blood donation to save lives**

4. The Practice

The NSS wing of the college organizes blood donation camps, visits to orphanages for the physically challenged.

5. Evidence of Success

At the blood donation camp, volunteers donated 114 units of blood. NSS donated a liberal amount to Samarthan Trust in addition to daily essentials.

6. Problems Encountered and Resources Required

The donation was meagre in both cash and kind.

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

7.3 - Institutional Distinctiveness

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

The institution's performance in the Area of Conservation of Ecology and Environment is outstanding and distinctive in its thrust. No effort is spared to ensure that it is fulfilled. It must be mentioned that this is happens all round the year.

In 2022-23, great efforts were taken to promote green initiatives. Foremost among them is the maintenance of the BBMP Park adopted by the institute. On World environment Day students and staff planted saplings, cleaned the park, removed weeds to ensure that the existing plants were not affected and used plant friendly pesticides to remove pests. In addition, the Eco Club members looked into the preservation of compost pit which supplied manure for plants. An essay competition on Plastic Free Measures was conducted which got a good response from the students. Their ideas were much appreciated by the judges who vowed that they would be implemented in the years to come.

Say No to Plastic —These words are found all over the campus on boards to emphasize the importance of banning plastic not merely in the campus but in all segments of the city and all over the world. Rain water harvesting is another environmental friendly activity promoted by the college in addition to encouraging students to use bicycles and public transport.

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

7.3.2 - Plan of action for the next academic year

Future Plan of Action for the Next Academic Year

- The Management and staff feel that more workshops should be conducted which facilitates experiential learning. Hence the goal is towards conducting workshops.
- Conducting more SDP is another future plan which will benefit students in their respective domains.
- To fill the gap between theory and practice more Industrial Visits will be panned so that students can adapt to work culture in organizations.
- Awareness Programmes for creating awareness about social concerns and environment will also occupy a pivotal place in future plans.

- By way of promoting education for the children of those below poverty line the institute has plans of adopting a government school in the vicinity and providing them with basic necessities of food, stationery in addition to computer education.
- Installation of Solar Panel & Sensors will greatly reduce power consumption. Hence the institute is working towards installing solar panels and sensors.
- The college has never take students to places of historical importance and heritage sites. This endeavor will be taken up in the near future.
- Appointment of Certified Counsellor will go a long way in handling psychosocial issues of students. The management will be consulted for the appointment of a full /part time counsellor