

BHS Higher Education Society

VIJAYA COLLEGE

R V ROAD, BASAVANAGUDI, BANGALORE – 560 004



The Annual Quality Assurance Report (AQAR) of the IQAC

2013 – 14

Submitted to



राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद्

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

An Autonomous Institution of the University Grants Commission

P. O. Box. No. 1075, Opp: NLSIU, Nagarbhavi, Bangalore - 560 072 India

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VIJAYA COLLEGE
R V ROAD, BASAVANAGUDI, BANGALORE – 560 004
ANNUAL QUALITY ASSURANCE REPORT : 2013 – 14

Part – A

AQAR for the year :

2013 – 14

1. Details of the Institution

1.1 Name of the Institution

VIJAYA COLLEGE

1.2 Address Line 1

R.V. Road, Basavanagudi

City/Town

Bangalore

State

Karnataka

Pin Code

560 004

Institution e-mail address

vijayadegree@gmail.com

Contact Nos.

080 – 26933201, 080 – 26933221

Name of the Head of the Institution:

Prof. A R Ramesh Babu

Tel. No. with STD Code:

080 – 26933201, 080 – 26933221

Mobile:

9448357025

Name of the IQAC Co-ordinator:

Dr. A S Govind

Mobile:

9980481963

IQAC e-mail address:

vijayadegree@gmail.com

1.3 **NAAC Track ID** (For ex. MHCOGN 18879) : KACOGN11822

1.4 Website address:

www.vijayacollege.ac.in

Web-link of the AQAR:

http://vijayacollege.ac.in/annual_quality_assurance_reports.html

1.5 Accreditation Details

| Sl. No. | Cycle | Grade | CGPA | Year of Accreditation | Validity Period |
|----------------|-----------------------|--------------|-------------|------------------------------|------------------------|
| 1 | 1 st Cycle | B++ | NA | 2004 | 16/09/2009 |
| 2 | 2 nd Cycle | A | 3.07 | 2010 | 28/03/2014 |
| 3 | 3 rd Cycle | NA | NA | NA | NA |
| 4 | 4 th Cycle | NA | NA | NA | NA |

1.6 Date of Establishment of IQAC :

05/01/2005

1.7 **AQAR for the year** :

2013-14

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC

1.9 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education Men Women

Urban Rural Tribal

Financial Status Grant-in-aid UGC 2(f) UGC 12B

Grant-in-aid + Self Financing Totally Self-financing

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

Certificate, Diploma and Advanced Diploma Courses

1.11 Name of the Affiliating University

Bangalore University

1.12 Special status conferred by Central/ State Government--

UGC/CSIR/DST/DBT/ICMR etc :

Autonomy by State/Central Govt. / University

University with Potential for Excellence

UGC-CPE

DST Star Scheme

UGC-CE

UGC-Special Assistance Programme

DST-FIST

UGC-Innovative PG programmes

Any other (Specify)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers

3

2.2 No. of Administrative/Technical staff

2

2.3 No. of students

3

2.4 No. of Management representatives

3

2.5 No. of Alumni

0

2.6 No. of any other stakeholder and
community representatives

0

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders: No. Faculty

Non-Teaching Staff Students Alumni Others

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

Yes No

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State

Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

- Introduction of Career Oriented Programmes and add – on courses
- Re – applying for PG Physics providing the detailed project report to the management and detailing the availability of the existing infrastructure and its utility
- Motivating teachers to adapt ICT in teaching and facilitating Orientation programmes for the interested faculty members
- Facilitating computerization of admission process
- Motivating teachers to take up Minor Research Projects
- Facilitating departments to organize seminars, conferences and workshops
- Facilitating infrastructure development
- Strives to improve quality in every process of the system
- Guiding teachers for career advancement initiatives

2.15 Plan of Action by IQAC/Outcome

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

| Plan of Action | Achievements |
|--|--|
| 1. Create a separate e – Library in the library premises | Separate e – library has been created with about 20 computers for accessing e - resources. |
| 2. Initiating PG programs in Chemistry and Commerce | The Bangalore University granted the permission to start the PG commerce and PG chemistry with an intake of 30 students in each stream. The course has been initiated. |
| 3. Create an English Language Laboratory | With the UGC grants, English lab was created in the earlier seminar hall having 18 computers and head phone sets with communication software installed from Young India Films. |

| Plan of Action | Achievements |
|--|--|
| 4. Suggested every department to float atleast one add – on course | At present only electronics, computer science and biotechnology departments are running the ass-on courses. Other departments are planning to start the add-on course. |
| 5. Remedial coaching to be strengthened | Few departments started enrolling students for remedial coaching. |
| 6. Increase enrolment in the Girls’ hostel to cater to the outstation girl students of PG courses | Provision was made to accommodate more girl students in the college hostel |
| 7. Urged the departments to initiate minimum one National Conference, seminar or workshop per year from each department on a turn basis. Also urged the HODs to invoke atleast one International Conference in inter – disciplinary area to be worked out by the collaborating departments | <p>Department of zoology conducted a national level seminar on “Integrated Urban Waste Management and Environmental Health (IUWMEH); Sep 27 – 28, 2013”.</p> <p>Department of physics conducted a three day workshop on computational physics during 11-13th Nov. 2013. 120 teachers from different colleges affiliated to Bangalore university participated in the workshop.</p> <p>Department of physics plans to conduct National level conference in 2014 and have applied to UGC for the same.</p> |
| 8. Revitalize the canteen which has been closed following the eviction of the Vijaya Adiga from the campus. Also suggested to invite ISKCON which supplies food to students at highly subsidized rates | A new contract was given to a local popular caterer to serve quality food to students under concession rate. The canteen was modified to accommodate more students. |
| 9. An intercollegiate chess and ball badminton tournament was planned. | <p>A chess tournament was held on 29th, 30th and 31st Sept. 2013 was held. In all 280 students from 86 colleges from Bangalore participated in the tournament.</p> <p>Our college also successfully conducted State level inter collegiate Ball-badminton tournament in the college play ground on 23rd, 24th JAN 2014. In all 16 colleges participated in the tournament.</p> |

| Plan of Action | Achievements |
|--|---|
| 10.To encourage the teachers to guide students for their Ph.D/ MPhil. and teachers to pursue higher studies, publish papers in national and international journals and to participate in workshops/ conferences. To encourage teachers to write books. | Five our teachers are guiding students for their research. 13 of our teachers published papers in national and international journals. 34 teachers participated in national and international level conferences. Two students also presented papers in conferences. |
| 11.To ensure cleanliness and drinking water facility in the campus. | More drinking water facilities were made to students. NSS volunteers were involved in cleaning of the campus. Awareness was created among students to keep the campus clean. |
| 12.Acquire atleast 5 computers to Physics (UG) | Four computers were added to existing two computers and a laptop. Four computers are installed in the fine year lap for the students to write and execute programs in computational physics lab. |
| 13.To give more thrust for extra curricular activities and make students to face the world with confidence | Electronics department conducted intercollegiate fest on 22 nd March 2014. 100 students from 22 colleges participated. computer science department also conducted intercollegiate fest in the month of March 2014. ALPhA conducted for the first time interclass competitions in Physics to make them enjoy the wonders of physics and become confident in the subject. |
| 14.Extension activities by teachers and students | Teachers are given OOD to participate as resource persons in their respective subjects in workshops held at high schools and PU colleges. Science exhibitions are held at the college and neighboring school students are invited to see the exhibit and interact with our students. |

* Attach the Academic Calendar of the year as Annexure : **Annexure – I** .

2.15 Whether the AQAR was placed in statutory body ? Yes No

Management Syndicate Any other body

Provide the details of the action taken

AQAR was approved

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

| Level of the Programme | Number of existing Programmes | Number of programmes added during the year | Number of self-financing programmes | Number of value added / Career Oriented programmes |
|------------------------|-------------------------------|--|-------------------------------------|--|
| PhD | 0 | NA | NA | NA |
| PG | 4 | 2 | 4 | 0 |
| UG | 4 | 0 | 4 | 0 |
| PG Diploma | 0 | 0 | 0 | 0 |
| Advanced Diploma | 1 | 0 | 0 | 0 |
| Diploma | 2 | 0 | 1 | 0 |
| Certificate | 3 | 0 | 1 | 0 |
| Others | | 0 | 0 | 0 |
| Total | 14 | 2 | 10 | 0 |
| Interdisciplinary | 5 | 0 | 0 | 0 |
| Innovative | 0 | 0 | 0 | 0 |

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

None

(ii) Pattern of programmes:

| Pattern | Number of programmes |
|-----------|----------------------|
| Semester | All |
| Trimester | 0 |
| Annual | 0 |

1.3 Feedback from stakeholders* Alumni Parents Employers
(On all aspects)

Students

Mode of feedback : Online Manual Co-operating schools (for PEI)

**Please provide an analysis of the feedback in the Annexure : Annexure - III*

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

Revised B.Sc Physics syllabus came into effect for 5th and 6th sem.

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

Yes. PG Chemistry and M.Com introduced with a sanctioned intake of 30 students each.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

| Total | Asst. Professors | Associate Professors | Professors | Others |
|-------|------------------|----------------------|------------|--------|
| 127 | 77 | 50 | 0 | 0 |

2.2 No. of permanent faculty with Ph.D.

40

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

| Asst. Professors | | Associate Professors | | Professors | | Others | | Total | |
|------------------|---|----------------------|---|------------|---|--------|---|-------|---|
| R | V | R | V | R | V | R | V | R | V |
| 77 | 0 | 50 | 0 | 0 | 0 | 0 | 0 | 127 | 0 |

2.4 No. of Guest and Visiting faculty and Temporary faculty

1 (FIP sub)

3 (PT)

6(PG)

2.5 Faculty participation in conferences and symposia:

| No. of Faculty | International level | National level | State level |
|---------------------------------------|---------------------|----------------|-------------|
| Attended Seminars/ Workshops, etc. | 8 | 18 | 9 |
| Presented papers | 5 | 9 | 0 |
| Resource Persons | 0 | 0 | 0 |

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

Use of ICT, Remedial classes, Sunday made as working day to compensate extra holidays, Academic planner, calender of events, student seminars, student participation in projects

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

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

2.9 No. of faculty members involved in Curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty

Curriculum Development workshop

2.10 Average percentage of attendance of students

2.11 Course/Programme wise distribution of pass percentage

(Outgoing students) :

| Title of the Programme | Total no. of students appeared | Division | | | | |
|------------------------|--------------------------------|---------------|-------|-------|-------|--------|
| | | Distinction % | I % | II % | III % | Pass % |
| B.Com. | 271 | 36.17 | 85.98 | 9.23 | 1.48 | 96.68 |
| B.Sc. | 213 | 16.43 | 44.60 | 15.02 | 0 | 59.62 |
| BCA | 49 | 32.65 | 73.47 | 8.16 | 0 | 81.63 |
| BBM | 65 | 0 | 9.23 | 9.23 | 4.62 | 23.08 |

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

- Every department is expected to submit the academic planner at the start of each semester in accordance with the calendar given by the Bangalore University
- Periodic meetings are held to review the progress of academic work in each of the departments
- Unit tests are planned in the college at the start of the semester and notified in the calendar of events
- Inputs regarding the coverage of portions is collected from class teachers, Heads of respective departments, and the teaching – learning committee of the college
- Student feedback and interaction is maintained to regulate the teaching – learning process in the college
- The process of evaluation is communicated to the students by respective teachers and suggestive corrective mechanisms are provided to the students
- Remedial coaching classes are held for the benefit of academically weaker students and advanced strategies are devised for meritorious students

- Counselling of students having problems in attendance, performance, behaviours , etc. Are constantly conducted by the Class teachers and heads of different departments

2.13 Initiatives undertaken towards faculty development

| <i>Faculty / Staff Development Programmes</i> | <i>Number of faculty benefitted</i> |
|--|-------------------------------------|
| Refresher courses | 1 |
| UGC – Faculty Improvement Programme | 0 |
| HRD programmes | 0 |
| Orientation programmes | 0 |
| Faculty exchange programme | 0 |
| Staff training conducted by the university | 0 |
| Staff training conducted by other institutions | 0 |
| Summer / Winter schools, Workshops, etc. | 0 |
| Others | 0 |

2.14 Details of Administrative and Technical staff

| Category | Number of Permanent Employees | Number of Vacant Positions | Number of permanent positions filled during the Year | Number of positions filled temporarily |
|----------------------|-------------------------------|----------------------------|--|--|
| Administrative Staff | 73 | 0 | 3 | 0 |
| Technical Staff | 4 | 0 | 0 | 0 |

Criterion – III

3. Research, Consultancy and Extension

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

- IQAC promotes research by encouraging the faculty to apply for Minor and Major research projects mainly funded by UGC
- Also IQAC encourages exploring possibilities of getting funds by other agencies like DST, VISION group, K- FIST.
- IQAC promotes faculty to register for Ph.Ds and M.Phils. first on part time basis and later on full time basis availing the FIP scheme of UGC
- IQAC encourages various departments in arranging science lectures and interactions with eminent scientists

3.2 Details regarding major projects

| | Completed | Ongoing | Sanctioned | Submitted |
|---------------------|-----------|---------|------------|-----------|
| Number | NIL | NIL | NIL | NIL |
| Outlay in Rs. Lakhs | NIL | NIL | NIL | NIL |

3.3 Details regarding minor projects

| | Completed | Ongoing | Sanctioned | Submitted |
|---------------------|-----------|---------|------------|-----------|
| Number | 3 | 3 | 6 | 1 |
| Outlay in Rs. Lakhs | 8000 | 500725 | 508725 | 435000 |

3.4 Details on research publications

| | International | National | Others |
|--------------------------|---------------|----------|--------|
| Peer Review Journals | 18 | 5 | 0 |
| Non-Peer Review Journals | 0 | 0 | 0 |
| e-Journals | 0 | 0 | 0 |
| Conference proceedings | 1 | 1 | 5 |

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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

| Nature of the Project | Duration Year | Name of the funding Agency | Total grant sanctioned | Received |
|--|---------------|----------------------------|------------------------|----------|
| Major projects | NIL | NA | NA | NA |
| Minor Projects | 2 years | UGC | 500725 | 427000 |
| Interdisciplinary Projects | NIL | NIL | NIL | NIL |
| Industry sponsored | 1 year | Saga Edu Tech Services | 5000 | 5000 |
| Projects sponsored by the University/ College | NIL | NIL | | |
| Students research projects <i>(other than compulsory by the University)</i> | 1 year | Self and BHS HES | 3000 | 3000 |
| Any other(Specify) | NIL | NIL | NIL | NIL |
| Total | | | 508725 | 435000 |

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

| Level | International | National | State | University | College |
|---------------------|---------------|----------|-------|------------|---------|
| Number | 0 | 0 | 0 | 2 | 0 |
| Sponsoring agencies | NA | NA | NA | BHS HES | NA |

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

14

3.13 No. of collaborations

0

International

0

National

0

Any other

2

3.14 No. of linkages created during this year : **NIL**

3.15 Total budget for research for current year in lakhs :

From Funding agency

505725

From Management of University/College

3000

Total

508725

3.16 No. of patents received this year

| Type of Patent | | Number |
|----------------|---------|--------|
| National | Applied | NIL |
| | Granted | NIL |
| International | Applied | NIL |
| | Granted | NIL |
| Commercialised | Applied | NIL |
| | Granted | NIL |

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

| Total | International | National | State | University | Dist | College |
|-------|---------------|----------|-------|------------|------|---------|
| 4 | 2 | 2 | NIL | NIL | NIL | NIL |

3.18 No. of faculty from the Institution
who are Ph. D. Guides

2

and students registered under them

2

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
National level International level

3.22 No. of students participated in NCC events:

University level State level
National level International level

3.23 No. of Awards won in NSS:

University level State level
National level International level

3.24 No. of Awards won in NCC:

University level State level
National level International level

3.25 No. of Extension activities organized

University forum College forum
NCC NSS Any other

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

- Blood donation
- Pulse Polio Immunization Programme and Traffic Management
- Planting trees

- Health and Hygiene
- AIDS Awareness
- Rainwater Harvesting

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

| Facilities | Existing | Newly created | Source of Fund | Total |
|---|------------|---------------|----------------|-------|
| Campus area | 5.16 acres | NIL | NA | 0 |
| Class rooms | 30 | NIL | NA | 0 |
| Laboratories | 31 | 2 | NA | 0 |
| Seminar Halls | NIL | NIL | NA | 0 |
| No. of important equipments purchased (≥ 1-0 lakh) during the current year. | 2 | NIL | NA | 0 |
| Value of the equipment purchased during the year (Rs. in Lakhs) | NIL | NIL | NA | NA |
| Others | NIL | NIL | NA | NA |

4.2 Computerization of administration and library

Already Fully Computerized.
Modifications and Updations are a continuous process

4.3 Library services:

| | Existing | | Newly added | | Total | |
|-----------------|----------|-------|-------------|-----------|-------|-------|
| | No. | Value | No. | Value | No. | Value |
| Text Books | 34842 | | 1347 | 291488 | 36189 | 34842 |
| Reference Books | 9498 | | 663 | 143568 | 10161 | 9498 |
| e-Books | | | | 5000 | | |
| Journals | | | 46 | 30,140.00 | | |

| | Existing | | Newly added | | Total | |
|------------------|----------|-------|-------------|-----------|-------|-------|
| | No. | Value | No. | Value | No. | Value |
| e-Journals | | | | | | |
| Digital Database | | | | | | |
| CD & Video | 390 | | 20 | 3000 | 410 | |
| Others (specify) | | | 10 | 10,962-50 | | |

4.4 Technology up gradation (overall)

| | Total Computers | Computer Labs | Internet | Browsing Centres | Computer Centres | Office | Departments | Others |
|--------------|-----------------|---------------|--------------|------------------|------------------|-----------|-------------|--------|
| Existing | 149 | 74 | 8 MBPS BB | 23 | | 12 | 40 | |
| Added | 32 | 7 | | 3 | | 2 | 20 | |
| Total | 181 | 81 | | 26 | | 14 | 60 | |

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

- Use of MS – Office tools like Word, Excel, etc.
- Use of internet resources and browsing strategies
- Use of PPT for class room preparations

4.6 Amount spent on maintenance in Rs. (lakhs) :

| | |
|--|-------------------|
| i) ICT | 21,41,850 |
| ii) Campus Infrastructure and facilities | 3,12,350 |
| iii) Equipments | 84,60,644 |
| iv) Others | 8,68,732 |
| Total : | 117,83,576 |

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

The college offers a number of student support services.

- The IQAC makes sure that students become aware of support services before and after students' admission.
- The college prospectus mentions clearly about student support services available in the college like the scholarships, endowment prizes, library services, NSS, NCC, cultural and other activities.
- The IQAC suggests the authority to put up banners, brochures, etc. in and outside college about the support services offered by the college.
- Student support service information is also available on the College website

5.2 Efforts made by the institution for tracking the progression

- Personal interaction of faculties with the students
- Transfer Certificate Register

5.3 (a) Total Number of students

| UG | PG | Ph. D. | Others |
|------|-----|--------|--------|
| 2131 | 198 | 0 | 65 |

(b) No. of students outside the state

4

(c) No. of international students

0

| No | % |
|------|-------|
| 1151 | 49.4% |

Men

Women

| No | % |
|------|-------|
| 1178 | 50.6% |

| Last Year (2012 – 13) | | | | | | This Year (2013 – 14) | | | | | |
|-----------------------|-----|----|-----|-----------------------|-------|-----------------------|-----|----|-----|-----------------------|-------|
| General | SC | ST | OBC | Physically Challenged | Total | General | SC | ST | OBC | Physically Challenged | Total |
| 850 | 334 | 67 | 895 | 2 | 2146 | 905 | 372 | 70 | 982 | 1 | 2329 |

Demand ratio **1 : 4** Dropout % : **3.5%**

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

- General awareness is given to the students about NET/GATE exam
- One day workshop on IAS/KAS examinations held on 12th Feb 2014

No. of students beneficiaries

600

5.5 No. of students qualified in these examinations

NET SET/SLET GATE CAT

IAS/IPS etc State PSC UPSC Others

5.6 Details of student counselling and career guidance

- Students counselled professionally for academic , psychological and social/ economical problems : No. Benefitted - 36
- A lecture on “Campus Placement Activities” was arranged on 2nd Aug 2013 by Dr. A. S. Govind, Placement officer.
- Bharti Walmart Training Centre Bangalore (BWTC) in association with Centum Learning Ltd (A Bharti Group in consultation with Wal-Mart-USA) trained 55 final students
- For final year students, training programme in “communication skills” and other “CORPORATE TRAINING CLASSES” have been arranged- by People Skills India Pvt. Ltd under NSDC Modular Employable Skills (MES) programme.

- For 1st and 2nd year students iSol Talent Consulting Private Limited, a registered VTP under Dept. of Employment & Training [KVET (R)] Government of Karnataka Conducted free orientation & Training Program during August and September 2014 under Skill Development Initiative Scheme (SDIS), under Directorate General Of Employment & Training, Ministry of Labour & Employment, under NSDC, Govt. of India.
- We Chat internship programme- 34 students have registered, and 23 completed the programme. They received certificates and Rs.2000/- stipend.
- Aptech conducted “Microsoft Aptitude test” in which 176 students participated. Top 20 of these are selected for free training in Aptech.
- Institute of Foreign Language and Culture was allowed to have a stall and conducted an awareness programme on 3-3-14, about training courses and career opportunities in Spanish, German, Italian, French, Japanese and Mandarin languages.

No. of students benefitted in career counselling

500

5.7 Details of campus placement

| <i>On campus</i> | | | <i>Off Campus</i> |
|---------------------------------|---------------------------------|---------------------------|---------------------------|
| Number of Organizations Visited | Number of Students Participated | Number of Students Placed | Number of Students Placed |
| 10 | 530 | 230 | 156 |

5.8 Details of gender sensitization programmes

- A lecture on “**Understanding Feminism and its Rights**” by Dr.Nalini Dwarkanath, Centre for Counselling and Support, IISc, Bangalore was organized on 06-04-2013
- To raise voice against the atrocities on women, a **Dance – Drama** depicting the **Nirbhaya case** was enacted by the final year CBZ students on 15-08-2013
- An **Health awareness programme** for girl students was organized by **Appolo Health and lifestyle ltd.** On 07-03-2014.
- **Posters and Playcards** were displayed in the quadrangle on 15-08-2014 on crime against women creating social awareness.

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports : State/ University level National level International level

Cultural: State/ University level National level International

5.10 Scholarships and Financial Support

| | Number of students | Amount Rs |
|--|--------------------|-----------|
| Financial support from institution | 15 | 12530 |
| Financial support from government | 311 | 862222 |
| Financial support from other sources | 0 | 0 |
| Number of students who received International/ National recognitions | 0 | 0 |

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: NIL

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision :

- To elevate the college into one of the best learning centres.
- To empower every individual with honesty, sincerity, integrity and knowledge.

Mission :

- To Achieve excellence in education with the philosophy that Education is a prime contributor to the development of self, society and diverse human enterprises.

6.2 Does the Institution has a management Information System

NO

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

6.3.1 Curriculum Development

- Feedback is obtained from students and staff regarding the curriculum. This is communicated to the affiliating university through the members of various boards of studies to incorporate the modifications as perceived in the college
- Topic allocation to teachers at the end of the semester for the forthcoming semester.

6.3.2 Teaching and Learning

- Academic planner at the beginning of each semester is devised by the departments
- Question bank is made available by a few departments
- Continuous evaluation and periodic tests are administered
- Seminars, Project work and assignments
- Remedial coaching
- Industry Exposure and Field visits are organized by a few departments
- Invited guest Lectures are arranged periodically
- Monitoring of syllabus coverage by respective heads as well as the teaching – learning board of the college

- College conducts one unit test and the terminal examination of the university
- Evaluation of the answer scripts are made known to the students, evaluated answer scripts are provided to the students, corrective measures are suggested by respective teachers and heads, marks list is maintained in the college for tracking the progress of the student.
- Many departments conduct preparatory examinations and tests for the benefit of the students
- Assignments are corrected and communicated to the students

6.3.4 Research and Development

- The College has all the resources of the library, laboratories, computers, internet and e – resources for encouraging research activities by both student and staff.
- Leave is granted to those who would want to avail FIP benefit under UGC Scheme.
- Time – table is adjusted and tailor – made for the faculty of different departments undertaking part – time research leading to Ph.D.
- The College through the respective departments organizes workshops, conferences and seminars in several fields from time to time.
- The faculty members are deputed to conferences and workshops by providing special leave and the registration fee for participating in the event.
- Faculty members are encouraged to avail the UGC – MRP funding and actively involve in research projects.
- BHS Higher Education Society has been funding student research projects as a special grant released to those departments seeking the fund support.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Library :

- The total expenditure on books for the academic year 2013 – 14 is Rs. 435,056 for a total of 2010 books.
- The library has internet resources for browsing e – content by both students and staff.
- Twenty computers are added for e – browsing donated by 1974 – 75 alumni students batch.

ICT :

- The college has been provided with a broad band internet connectivity to all the departments.
- ICT expenses for the year 2013 – 14 is Rs. 2141850
- English Language Lab was initiated at a total cost of Rs.11=00 Lakhs

Physical Infrastructure and Instrumentation

- The maintenance of physical infrastructure is a very common program of the year. The annual maintenance expenditure incurred for the year 2013 – 14 is Rs. 2141850
- The upkeep of the premises is outsourced to an external agency at a monthly contract price of Rs.70,000=00.
- The total expenditure on the equipment purchased in different departments is Rs. 8460644
- The library got a new e – browsing centre at a cost of Rs.95,625=00.
- -

6.3.6 Human Resource Management

- Seminars, workshops and conferences are conducted
- Faculty members are deputed to attend the seminars, conferences and workshops by providing special leave or OOD
- Various curricular and co – curricular activities are conducted in the college
- Study leave and time – table adjustments for faculty pursuing research leading to M.Phil. and Ph.D.
- Paid leave to the female staff members going on maternity leave.
- Increments to those completing Ph.D as an incentive
- Confidential report on the performance of new recruits by the heads of departments

6.3.7 Faculty and Staff recruitment

- Advertisement will be released in the leading newspapers
- Demonstration lectures will be held
- Formal interviews would be conducted
- Based on the satisfaction of the above along with academic track record, the candidates are appointed.

6.3.8 Industry Interaction / Collaboration

- Departments of Computer Science, Electronics and Biotechnology have collaboration with industries for running the career oriented add – on courses.

6.3.9 Admission of Students

- Student admission is done by an admission committee appointed by the college which consists of senior faculty members of the college.
- Admission is done as per the Karnataka Education Act
- Admission process is computerized making it fast, easier and student – friendly.

6.4 Welfare schemes for

| | |
|--------------|---|
| Teaching | <ul style="list-style-type: none">• BHS HES Employees Welfare Society in existence• Grant of maternity leave• Equal PF contribution from the management• Group Insurance scheme• Collection of funds during medical emergencies |
| Non teaching | <ul style="list-style-type: none">• BHS HES Employees Welfare Society in existence• Grant of maternity leave• Equal PF contribution from the management.• Group insurance scheme.• Collection of funds during medical emergencies• Existence of ESI Scheme for the non – teaching staff |
| Students | <ul style="list-style-type: none">• Differential fee structure for different categories of students and for different courses• Mid – day meal scheme initiated by the staff and also supported by the Sanman Hotel near the college• Varieties of scholarships by the government and private agencies.• Endowment prizes and poor students’ scholarship fund from BHS Higher Education Society |

6.5 Total corpus fund generated

Not Available

6.6 Whether annual financial audit has been done ? Yes

No

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

| Audit Type | External | | Internal | |
|----------------|----------|--------------------------|----------|---|
| | Yes/No | Agency | Yes/No | Authority |
| Academic | NO | - | Yes | Heads and Principal |
| Administrative | YES | AGS Office DCE Office | Yes | Chartered Accountant appointed by the college |

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

For UG Programmes Yes No

For PG Programmes Yes No

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

- Semester system has been introduced
- Result tabulation and processing has been computerised

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

The colleges are encouraged to apply for autonomy as per the UGC norms if the college has completed 10 years of existence and has permanent affiliation with NAAC grading of B and above

6.11 Activities and support from the Alumni Association

- Alumni provide support to conduct various events in the college either through the sponsorship or by direct manual involvement in the activities.

6.12 Activities and support from the Parent – Teacher Association

The Parent-Teacher meeting is held periodically. The feedback received from parents are used to improve the different processes in the college.

6.13 Development programmes for support staff

- Programmes to use Word, Excel and internet browsing
- Programmes to use the email correspondence

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

- The College organizes programmes on the need to be environmental friendly.
- Programmes to dispose waste materials properly in garbage bins placed at strategic locations in the Campus is organized.
- Several tree-saplings are planted in parts of the Campus to help create a greener and more eco-friendly atmosphere.
- Lush green grass and its maintenance drives the students to be more eco - friendly
- Rain water is harvested and stored in structure built in the premises.
- Almost all the computer monitors in use are either LCD or TFT types to ensure minimum usage of electricity and also to reduce the level of radiation.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

| |
|---|
| <ul style="list-style-type: none"> • Bridge Courses have been introduced by the Dept. Of Mathematics for the I semester students • Remedial coaching has been initiated in many departments . • Enrichment courses like personality development, skill development and soft skills were introduced • Student feedback is received for all the courses • The BHS HES management introduced a new scheme of e – waste disposal. Every month a designated person is entrusted the responsibility of collecting the e – waste like the CDs, Hard disk drives, pen drives, cartridges, computer components etc. from each of the BHS Institutions and the materials so collected is sent for recycling to respective companies or manufacturers. • Counselling services are available for students. One full time professional counsellor, Dr. Mahesh Aravind, Dept. Of Chemistry, is available to the students discuss personal problems. |
|---|

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

| Plan of action | Achievement | Action taken report |
|--|--|--|
| 1. Create a separate e – Library in the library premises | Separate e – library has been created with about 20 computers for accessing e - resources. | Management was requested to provide special budget for providing a separate e – library . Quotations were invited and the work was executed according to the requirements. |
| 2. Initiating PG programs in Chemistry and Commerce | The Bangalore University granted the permission to start the PG commerce | Exclusive staff were appointed to Chemistry |

| Plan of action | Achievement | Action taken report |
|---|--|--|
| | and PG chemistry with an intake of 30 students in each stream. The course has been initiated. | and Commerce for running the newly initiated course. In addition to these staff, the senior staffs of UG departments were also requested to engage the PG classes on honorary basis. |
| 3. Create an English Language Laboratory | With the UGC grants, English lab was created in the earlier seminar hall having 18 computers and head phone sets with communication software installed from Young India Films. | Space was identified for the new lab. Tenders were invited and the work order was released leading to the initiation of the English Language Lab. |
| 4. Suggested every department to float atleast one add - on course | At present only electronics, computer science and biotechnology departments are running the add-on courses. Other departments are planning to start the add-on course. | Other departments are yet to fall in line with some departments in initiating the new add on courses. |
| 5. Remedial coaching to be strengthened | Few departments started enrolling students for remedial coaching. | Many departments have been engaging remedial coaching to improve the results. |
| 6. Increase enrolment in the Girls' hostel to cater to the outstation girl students of PG courses | Provision was made to accommodate more girl students in the college hostel | Modifications were made in the hostel by shifting the Mess to ground floor and expanding the space for accommodating more numbers of girls. The |

| Plan of action | Achievement | Action taken report |
|---|--|---|
| | | capacity has been enhanced from 60 to 80. |
| <p>7. Urged the departments to initiate minimum one National Conference, seminar or workshop per year from each department on a turn basis. Also urged the HODs to invoke atleast one International Conference in inter – disciplinary area to be worked out by the collaborating departments</p> | <p>Department of zoology conducted a national level seminar on “Integrated Urban Waste Management and Environmental Health (IUWMEH); Sep 27 – 28, 2013”.</p> <p>Department of physics conducted a three day workshop on computational physics during 11-13th Nov. 2013. 120 teachers from different colleges affiliated to Bangalore university participated in the workshop.</p> <p>Department of physics plans to conduct National level conference in 2014 and have applied to UGC for the same.</p> | <p>Few departments had applied to UGC for funding the National Conference.</p> <p>Departments of Chemistry and Zoology have already hosted the national conferences. Dept. Of Physics has been sanctioned fund support from UGC and would be hosting it in the year 2014 - 15 .</p> |
| <p>8. Revitalize the canteen which has been closed following the eviction of the Vijaya Adiga from the campus. Also suggested to invite ISKCON which supplies food to students at highly subsidized rates</p> | <p>A new contract was given to a local popular caterer to serve quality food to students under concession rate. The canteen was modified to accommodate more students.</p> | <p>Canteen was reopened with a new caterer.</p> |
| <p>9. An intercollegiate chess and ball badminton tournament was planned.</p> | <p>A chess tournament was held on 29th, 30th and 31st Sept. 2013 was held. In all 280 students from 86</p> | <p>Chess tournament was held with good publicity</p> |

| Plan of action | Achievement | Action taken report |
|--|--|--|
| | <p>colleges from Bangalore participated in the tournament.</p> <p>Our college also successfully conducted State level inter collegiate Ball-badminton tournament in the college play ground on 23rd, 24th JAN 2014. In all 16 colleges participated in the tournament.</p> | <p>about the event.</p> |
| <p>10. To encourage the teachers to guide students for their Ph.D/ MPhil. and teachers to pursue higher studies, publish papers in national and international journals and to participate in workshops/ conferences. To encourage teachers to write books.</p> | <p>Five our teachers are guiding students for their research.</p> <p>13 of our teachers published papers in national and international journals.</p> <p>34 teachers participated in national and international level conferences.</p> <p>Two students also presented papers in conferences.</p> | <p>Research activity is constantly picking up in the college with more and more teachers applying for Minor Research Projects funded by UGC.</p> |
| <p>11. To ensure cleanliness and drinking water facility in the campus.</p> | <p>More drinking water facilities were made to students. NSS volunteers were involved in cleaning of the campus. Awareness was created among students to keep the campus clean.</p> | <p>Clean drinking water facility has been provided with Kent RO being installed in the college</p> |
| <p>12. Acquire atleast 5 computers to Physics (UG)</p> | <p>Four computers were added to existing two computers and a laptop.</p> | <p>Computers have been procured using the UGC</p> |

| Plan of action | Achievement | Action taken report |
|---|--|---|
| | Four computers are installed in the fine year lap for the students to write and execute programs in computational physics lab. | grants |
| 13. Extension activities by teachers and students | <p>Teachers are given OOD to participate as resource persons in their respective subjects in workshops held at high schools and PU colleges.</p> <p>Science exhibitions are held at the college and neighboring school students are invited to see the exhibit and interact with our students.</p> | <p>Teachers encouraged to avail OOD or special casual leave to attend conference, seminar, symposium, etc.</p> <p>Many teachers have participated in such activities.</p> |

7.3 Give two Best Practices of the institution (please see the format in the NAAC Self-study Manuals)

- **Admission process in the college**
- **Teaching – Learning process in the college**
- **Enhance performance in physics**
- **Mid – Day meal scheme in the college**

Details in **Annexure - II**

7.4 Contribution to environmental awareness / protection

- Planting tree – sapling periodically
- Maintenance of good lawn and greenery with two gardeners appointed for the purpose
- A plant nursery with several medicinal plants and other plant species exist in the college campus.
- A compulsory paper exists in the curriculum about Environmental Science and Public Health.

7.5 Whether environmental audit was conducted? Yes No

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

**Strength , Weaknesses, opportunities and Threats (SWOT)
Analysis of the college**

I. Management

1. Strengths :

- Non-Hierarchical, Non-inherited, democratic and secular management composition.
- Members of the management are well educated
- Non-interfering Managing committee. Believes in philosophy of faith.
- Fee concession to children of staff
- Appointment of kith and kin on compassionate grounds
- Equity of access to education encouraged by floating a reduced fee structure for socially oppressed classes. Competitive fee structure for all the courses compared to other colleges

2. Weaknesses :

- Differential pay packet for aided and unaided staff
- Insecure feeling among staff due to deployment arising from fall in work load which leads to underperformance in the system

3. Opportunities :

- Upspringing of many new institutions and government colleges in the neighbourhood poses a challenge as well as an opportunity. PU Students graduating from these institutes could be a potential input to the college if the performance is enhanced and new initiatives are introduced for attraction and retention

4. Challenges

Low fee structure, huge pay related expenses and maintenance of the college poses a hurdle for infrastructure developmental initiatives due to decreasing corpus fund every year

II. Infrastructure

1. Strengths

- Good physical infrastructure with good academic ambience
- Well furnished and well equipped library. Well stacked with books
- Well illuminated and ventilated class rooms

- Individual departments have adequate infrastructure with equally good equipment infrastructure
- Indoor auditorium with a seating capacity of nearly 600.
- Outdoor auditorium with a seating capacity of 800.
- Adequate and exclusive rest rooms for boys, girls and staff members
- Outdoor auditorium is used for indoor sports and is used as Shuttle badminton courts
- Girls' hostel in the campus to accommodate 60 students
- Good sports field
- Good basket ball stadium with a seating capacity of nearly 500
- Adequate parking facility
- Water fountain and park with goddess Saraswathi idol installed in the quadrangle which adds grandeur to the college campus.
- Power back up support with 63 kVA and 54 kVA generators, UPS for different laboratories, administrative block and library

2. *Weaknesses*

- New requirements of library and the various demands like exclusive reference section space for teachers, students, reading room facility, e – resources center has placed a huge demand for additional library block
- Diversification of courses has led to deficiency in the number of class rooms during peak periods
- Inadequate girls' hostel and absence of boys' hostel
- Non – existence of seminar and conference halls
- Vertical growth of the college is limited due to the fact of the college being old.

3. *Opportunities*

- New block with multi – storeys can be constructed to overcome the crucial demands for additional infrastructure

4. *Threats*

- Limited infrastructure restrictions is posing a hurdle for new initiatives to be taken up.
- Physically challenged students discouraged because of lack of facilities.

III. **Teaching – Learning Process**

1. *Strengths :*

- Teaching Faculty well qualified, dedicated and competent with a large number of Ph.Ds and M.Phils
- Good peer support

- Good representation of teachers in BOS, BOE, BOAE
 - Departmental library support to students in addition to the main library support
 - Book bank facility for SC/ST/OBC students in the library
 - Question bank provided in different subjects
 - e – learning content of a few topics uploaded on website
 - Good connectivity provided by BSNL for accessing the e – resources
2. *Weaknesses :*
- Limited number of add – on courses
 - Limited use of audio – visual aids and ICT in teaching – learning process
 - Incentives for good performance not provided
 - Student recognition is poor
 - University results are delayed
3. *Opportunities*
- Seek autonomy
 - Remedial coaching
 - Introduction of some more career oriented add-on courses like e-commerce, etc.
 - Offering courses on Industry – Institution partnership
4. *Threats*
- Declining student strength and quality in science sections

8. Plans of the institution for the next year (2014 - 15)

1. Create more class rooms , atleast 10, to cater to the increased infrastructural demands
2. Create more infrastructure for Computer Science department
3. Enable atleast 10 class rooms to be ICT ready
4. Facilitate the commerce department with a larger staff room to accommodate more people
5. Enable more resources for ICT teaching – learning in the classes
6. Increase the budget for library and journals
7. Conduct intercollegiate science exhibition
8. Start preparations for re – accreditation process
9. Start Rangers (Scouts and Guides wing) in the college as per the government directions
10. Conduct National Conference in Physics to commemorate the Bohr's model centenary and centenary celebration of Crystallography
11. Conduct a workshop for students of PG and UG together on common topics for both
12. Conduct programmes on Women empowerment and Human Rights
13. Improve results in science sections
14. Float the peer assessment of teachers in the college as per the management directives
15. Conduct training needs analysis in the college

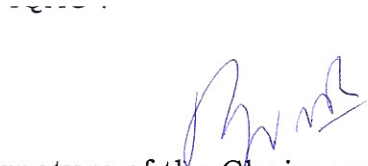
16. Name of
IQAC **Dr. A S Govind**
Coordinator:



Signature of IQAC coordinator

Seal **Coordinator, IQAC**
VIJAYA COLLEGE
R V Road, Basavanagudi, Bangalore - 4

Name of the
Chairperson of **Prof. B V N Rao**
IQAC :



Signature of the Chairperson of
IQAC

Seal **SECRETARY**
SHS HIGHER EDUCATION SOCIETY
Chairperson, IQAC
VIJAYA COLLEGE
R V Road, Basavanagudi, Bangalore - 4

Annexure – I

CALENDAR OF EVENTS for ODD SEMESTERS

| DATE & Day | Time | EVENT |
|---|---------------------|--|
| 15/07/13, Monday | | Reopening of the College |
| 01/08/13, Thursday | 12.30pm – 1.30 pm | Invited Lecture : Physics club utility of satellites to society |
| | 2.00pm - 4.00 pm | Interactive programme with col. Ravindranath : Kargil Vijay divas |
| 02/08/13, Friday | 10.30 am – 12.30 pm | Career Guidance to V sem students by A S Govind , Placement Cell officer |
| 09/08/13, Friday | | Holiday – Ramzan |
| 15/08/13, Thursday | | Independence Day celebration |
| 16/08/13, Friday | | Holiday – Varamahalakshmi Vratha |
| 17/08/13, Saturday | 10.30am-4.30pm | Workshop: curriculum design – Kannada for UG courses |
| 19/08/13, Monday | 3.00pm-4.30pm | Inauguration of NSS activities |
| 27/08/13, Tuesday | 12.30pm- 1.30pm | Invited Lecture |
| 29/08/13 & Thursday 30/08/13 Friday | | Talents' day |
| 02/09/13, Monday | 12.30pm-1.30pm | Invited Lecture Announcement of shortage of attendance list |
| 05/09/13, Thursday | | Teachers' day celebration |
| 09/09/13, Monday | | Holiday - Ganesha Chaturthi |
| 11/09/13, Wednesday 12/09/13, Thursday 13/09/13, Friday 14/09/13, Saturday | | Internal Test |
| 17/09/13, Tuesday | 12.30pm-1.30pm | Invited lecture |
| 25/09/13, Wednesday | 12.30pm-1.30pm | Invited lecture |
| 27/09/13, Friday - 28/09/13, Friday | | National conference hosted by Dept. of Zoology |
| 02/10/13, Wednesday | | Holiday: Gandhi jayanthi |
| 03/10/13, Thursday | | Announcement of Attendance shortage list |
| 04/10/13, Friday | | Holiday : Mahalaya Amavasya |
| 10/10/13, Thursday | | Invited kecture |
| 14/10/13, Monday | | Holiday - vijaya Dashami |
| 16/10/13, Wednesday | | Holiday - Bakrid |
| 18/10/13, Friday | | Holiday ; Valmiki Jayanthi |
| 28/10/13, Monday | | Commencement of Bu Practical Examination |
| 05/11/13, Tuesday | | Last working day of odd semester (academic session) |

| | | |
|--------------------|--|--|
| 11/11/13, Monday | | Commencement of vacation |
| 18/11/13, Monday | | Commencement of Bangalore University Theory Exam |
| 17/12/13, Tuesday | | End of BU Theory Examination |
| 28/12/13, Thursday | | Commencement of Evaluation Work |
| 20/01/14, Monday | | Re-opening of the college for even Semester |

CALENDAR OF EVENTS for Even SEMESTERS

| DATE & Day | EVENT |
|--|---|
| 16/01/2014, Thursday | College reopens for even semesters |
| 18/01/2014, Saturday 19/01/2014, Sunday | NCC Inter collegiate Competitions |
| 26/01/2014, Sunday | Republic Day – 8.30 am |
| 01/02/2014, Saturday | Friday time table |
| 02/02/2014, Sunday | Working day –Saturday time table |
| 08/02/2014, Saturday | NCC Day |
| 12/02/2014, Wednesday | Orientation workshop on competitive exams – NSS |
| 15/02/2014, Saturday | Guest Lecture – Bio-Technology |
| 17/02/2014 to 19/02/2014 | Vinyaas – Commerce Fest |
| 17/02/014 to 21/02/2014 | Study Tour for B.Sc, Life Science Students |
| 22/02/2014, Saturday | Thursday Time Table |
| 23/02/2014, Sunday | Working Day – Saturday Time Table |
| 22/02/2014 to 28/02/2014 | NSS Annual Special Camp |
| 27/02/2014, Thursday | Mahashivarathiri Holiday |
| 01/03/2014, Saturday | Monday Time Table |
| 02/03/2014, Sunday | Working day – Saturday Time Table |
| 07/03/2014 & 08/03/2014 | Annual Athletic Meet |
| 12/03/2014 – 15/03/2014 | Departmental Internal Test |
| 18/03/2014, Tuesday | Guest Lecture –Chemistry/Computer Sc/Electronics |
| 22/03/2014, Saturday | Friday Time Table |
| 23/03/2014,Sunday | Working Day- Saturday Time Table |
| 27/03/2014, Thursday | Guest Lecture- Commerce/Management/ Physics |
| 31/03/2014, Monday | Ugadi – Holiday |
| 02/04/2014 – 05/04/2014 | Internal Assessment/Preparatory Test(2hrs test for 60% of full Paper) |
| 09/04/2014, Wednesday | Guest Lecture- Botany/Zoology/Mathematics |
| 16/04/2014, Wednesday | College Day Celebration |
| 18/04/2014, Friday | Good Friday – Holiday |
| 21/04/2014, Monday | Commencement of Practical Exams for B.Sc., and BCA |
| 30/04/2014, Wednesday | Last working day |
| 01/05/2014, Thursday | Commencement of Vacation |
| 08/05/2014, Thursday | Commencement of Theory Exams |

Annexure – II : Best Practices

1. Title of the Practice

Admission Process

2. Goal

- Meet and exceed institutional goals in admission strategically (enrolment and retention)
- To ensure access to higher education by all categories of students (Equity and Inclusiveness)

3. The Context

- The Science combinations of B.Sc. do not get good enrolment due to the demand for professional courses. The challenge is to attract and retain the students in science combinations.
- Due to the presence of many competitive institutions in the neighborhood, attracting quality students to B.Com., BCA and BBM is a challenge. The admission process must be started in time, the meritorious students identified at the earliest and the admission list is to be notified. Otherwise, delay in admission list generation would cause the bright students to seek admission elsewhere.
- It is essential to ensure gender equity and access to education by the marginalized sections of the society by giving due weightage in admission process as per the Karnataka Education Act.

4. The practice.

- i. The admission process starts by a publicity in the leading newspapers
- ii. The admission application forms are issued on the day of announcement of PU results of Karnataka State PU Board. The applications are issued till the last date and time for receiving the application forms.
- iii. The following important aspects are displayed for information to the general public and aspirant students.**
 - a. Seat matrix for different courses and for different categories of students as per the Govt. norms and the Karnataka State Education Act.
 - b. The cut-off dates for receiving the filled-in application forms, announcement of first list of selected students, last date for admission of the students selected under first list, announcement of second and subsequent lists.
 - c. Fee structure for different courses and different categories of students.
 - d. Students desirous of claiming admission under special categories like Sports, NCC, Physically Handicapped, etc. are suggested to submit a copy of the application with necessary documents to either the Principal or Sports Director in person.

- iv. An acknowledgement is provided to the students for receiving applications showing the date of receipt and signature of the official-in-charge along with the college seal.
- v. The details of applications received are entered into the computer by data entry operators. The details involve student name, application number, marks obtained in PU or equivalent examination, institution last studied, category, Parental Annual Income, etc.
- vi. The consolidated lists of students who have applied for the different courses are generated after the last date for receiving applications merit-wise, category-wise and gender-wise. Applications received after the last date are marked as "LATE SUBMISSION" along with the date received and a separate list is generated. This list is used for admission under SC/ST/OBC category in case of short fall of applicants and the seats remaining vacant under that category. This ensures transparency in the admission process.
- vii. Admission to B.Sc. courses is based on *interview, academic record and counseling* after assessing the student's aptitude and proficiency. No particular cut off percentages are set since highly meritorious candidates do not sustain in the course as they aspire for professional courses. In some cases, they are given time frames of a day or two to reflect on the counseling offered and report back for the admission.
- viii. ***Admission to B.Com., BCA and BBM Course is based on merit.*** Students who have studied in any of the BHS HES institutions are given 15% weightage while preparing the merit list. Several admission lists (usually three to four), till all the seats are filled, are announced on merit among the applicants.
- ix. ***An Enquiry counter will be set up to answer the queries and show the position of the candidate in the consolidated merit-list.***

SPECIAL ASPECTS:

- ***Admissions are carried out by a group of teachers with a senior faculty as the Admission Committee convener.***
- According to the seat matrix, the first list of students selected for admission is announced on the date and time mentioned. Last dates are made known to the applicants. Depending on the availability of seats, further admission lists are announced until the last seat is filled by merit.

A. Students from disadvantaged community

Seats are reserved under each of the categories like SC/ST or OBC as per the Karnataka State Govt. norms. Wherever the merit of students from SC/ST is higher compared to general merit students, the seats are announced from the

general merit quota but at the reduced fees meant for these category students, thereby promoting a greater concern for equity of access to education. The fee structure is highly reduced and is as per the government norms. One of the mandates adopted by the college is to prioritize access to higher education.

B. Women

The gender equity is ensured by reserving 50% of the seats for women candidates exclusively in every category. Merit list is prepared from among the women candidates. Between a male and a female candidate with equal score, preference is given to female candidate for admission. The statistics over different years show clearly that the college has been successful in ensuring gender equity.

C. Differently-abled

Students with different abilities are advised to meet the Principal in person and establish the nature of infirmity with the necessary document. Based on the satisfactory presentation, seats are provided without looking into merit.

D. Economically-weaker sections

Based on documentary evidence and as per the Karnataka State Govt. norms, seats are reserved for such sections of the society. Fee concessions and merit-cum-means scholarships are provided to such students.

E. Sports personnel

Students desirous of claiming admission under special categories like Sports, NCC, or excellence in cultural activities are suggested to submit a copy of the application with necessary documents to either the Principal or Sports Director in person. Based on being satisfied with the documentary evidence, admissions are provided.

F. Other State Students

Students from outside the state are encouraged to join the college and such of those students are required to meet the Principal in person and seek admission. Subject to eligibility certificate and migration certificate issued by the concerned universities, admission is made either on the basis of merit or from the Management quota.

5. Evidence of Success

- The increasing trend of SC/ST/OBC category of students and the total number of girl students exceeding the boy students is an evidence of success.
- The reduction of drop – out rate in admissions to the science and commerce courses is another proof of evidence.

6. Problems Encountered and Resources required.

- There has been a competition generated amongst the staff of different science subjects to attract the students to their subjects. This sometimes creates unhealthy debates and unrest in the system.
- Due to a large number of students with merit belonging to reserved categories take seats from general merit quota, this entails a reduced financial resource to the college by way of fees. (Reserved categories of students have lower fee to be paid as per the Govt. norms)
- To ease the admission process and hasten the process, dedicated computers with good printers and high speed internet are essential. A robust admission software is required to be generated and custom made due to various constraints in generating the admission register, day book entries, receipt generation, etc.

Contact Details

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Website : vijayacollege.ac.in

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1. Title of the Practice

Improving Teaching – Learning Process

2. Goal

- To ensure the completion of syllabus according to the academic planner of each department
- To encourage teachers to adapt to technological advancements including ICT adoption in class room teaching
- To improve pass percentage and enhance the number of ranks bagged by the college at the university level examinations

3. The context

- The syllabus coverage in some cases is being hurried and towards the end of the semester where information are being crammed at once. This sluggish coverage initially and hurried coverage later should be avoided giving enough time to student in comprehending the topics and assimilating the facts.
- The teachers find it difficult to keep pace with the techno – savvy student learners. It has become essential for some of the teachers to adopt to the latest pedagogic styles and include ICT in class room teaching. The mismatch between the student learner and the teacher in the use and comfort of handling varieties of tools available for teaching – learning needs to be bridged.

4. The practice

- Academic planner along with the calendar of events is uploaded on the website for information to students.
- The teaching – learning committee along with the heads of different departments monitor the pace of coverage of the syllabus.
- Informal feedback is obtained from students regarding the content delivery by different teachers. The teaching – learning committee members and the class teachers hold frequent informal meetings and cull out the information needed.
- Frequent assignments, tests and evaluation are conducted to improve performance in the semester – end examinations
- Seven class rooms are made ICT ready and many departments have the necessary tools for handling the class room teaching with the help of ICT.
- Computer science department staff and programmers train the teachers in the use of Power Point Presentations, browsing the internet for useful resources, uploading content on the college website, use of google docs for information sharing, etc.

5. Evidence of Success

- Some of the teachers have adopted modern pedagogic styles and ICT in their classes.
- Some of the notes are uploaded on the college website.
- Appropriately paced and timely completion of syllabus
- Increased attendance in the classes
- Improvement in results.

6. Problems encountered and Resources required.

- Development of animation based power point presentations in teaching, particularly in science subjects, has been hindered due to the want of in – house technical expertise.
- The demand for ICT resources is increasing and paucity of funds has been the biggest impediment which may dampen the spirit of technology adoption by teachers.

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1. Title of the Practice.

Enhance performance in physics

2. Goal

- Attract talented students to physics course
- Encourage physics students to pursue higher education in physics
- Instill healthy competition amongst students to outperform the other

3. The Context

- Admission to basic science courses is declining in general due to the proliferation of professional colleges and courses. There is a need to attract students to these science courses
- Input to higher education institutes and research institutions is witnessing lack of talented students and declining trend of enrolment. It is deemed that it is the responsibility of institutions like ours, to prepare and send many talented students to these higher education institutes.

4. The practice

- Prize amount of Rs.500 to Rs.1000 is provided to students securing highest marks in each of the semesters. This would be distributed during the annual college day to boost the pride of the recipient students.
- At the very beginning of the semester the students are informed about the incentives provided by the department for best performing students which inculcates a spirit of competitive attitude amongst the students
- Students are also informed about the various avenues available after completing the B.Sc. course and still pursue higher education with fund support from DST, UGC and CSIR. The nature of the competitive examinations to be taken is also made clear to them. Awareness about the NGPE examination conducted by Indian Association of Physics Teachers' and its specific advantages are also described.
- Question Bank and assignments are made available to all the students so that every students has the same edge to compete. Learning support is provided by academic counseling by the individual teachers and the head of the department.

5. Evidence of Success

- Increase in the number of students securing high marks. Sometimes, the prize is shared by three students with the same highest score.
- Increase in the enrolment to higher education institutes (students going to PG Physics and Mathematics) from the college

- Increase in the quality of results (number of distinctions, number of first classes, etc.)

6. Problems encountered and Resources required

- The practice was initiated in the year 2000. Since then the number of high scoring students has been on the rise. The fixed deposit of Rs.15,000=00 kept on that day is not sufficient to meet the expenditure in the present day due to more number of students scoring high marks. The expenses are borne annually by the staff of the department of physics in addition to the proceeds of the FD amount.
- It is essential to enhance the FD amount to atleast Rs.50,000=00 immediately so that the practice may sustain.

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1. Title of the Practice

Mid – day meal scheme

2. Goal

- Encourage the students from underprivileged classes and economically backward class students to pursue higher education

3. The Context

- Attendance to classes by certain category of students was less and these students used to underperform and drop out from second year onwards. During the counseling process the cause was identified as the economic constraints of the family. These students used to take up jobs in super markets and such other retail shops to earn livelihood and get distracted from studies. To plug this problem, the teachers of the college initiated the mid – day meal scheme for the benefit of such students

4. The practice

- Students from families belonging to below poverty lines were identified either by the class teachers or heads of the departments. Some of them were identified by the attendant staff of the college. Such of those students identified as having economic problems to pursue higher education were counseled by the Principal, Vice – Principal and the head of the department of statistics. In the initial years only certain teachers were involved in managing the financial burden of these students including their fee component. Later, on having thread bare discussions on the issue, it was decided to name the head of statistics department as the Coordinator for mid – day meal scheme and every staff member agreed to contribute Rs.1000=00 per annum towards the scheme. A separate account has been created for the purpose.
- Having learnt about the initiative taken by the staff of Vijaya College, the proprietor of Sanman Hotel, a hotel near by the college, volunteered to provide lunch to such of those students referred by the college during the term days.
- About 15 students per annum are benefitted by the mid – day meal scheme. The scheme was launched in the year 2011 and totally about 60 students have been benefitted till date.

5. Evidence of success

- Attendance in the classes by these class of students has improved
- Drop out rate of such students has become minimal.

- Some of them have completed their degree.
- 6. Problems encountered and Resources required**
- The biggest challenge of the scheme is the identification of the deserving candidate. We have identified that a small cross section of students had misused the scheme. Having learnt about this, some of the staff members have developed a negative attitude on the utility of the scheme. Sustainability is an issue in the light of this development.

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Annexure – III : Feedback Analysis 2013 – 14

The letter scores indicate the following

A : Very good, B : good, C : Satisfactory, D : Poor

| |
|---|
| Feedback Analysis : I and II Semesters |
|---|

| Department | Regularity in conducting classes | Punctuality | Preparation for the class | Presentation skill | Engaging class for full length | Competency of the teacher in subject | Methodology used | Completion of syllabus | Mentoring role | Interaction with students | Accessibility to students outside the class | Lab facility | Library facility |
|----------------------|----------------------------------|-------------|---------------------------|--------------------|--------------------------------|--------------------------------------|------------------|------------------------|----------------|---------------------------|---|--------------|------------------|
| Physics | A | A | B | B | A | A | B | B | C | A | A | A | A |
| Chemistry | A | A | B | B | A | A | B | B | B | B | A | A | A |
| Mathematics | A | A | B | B | A | A | B | A | B | B | A | - | A |
| Botany | A | B | A | B | B | A | A | A | B | A | A | A | A |
| Zoology | A | B | A | B | A | A | A | B | A | A | A | A | A |
| electronics | A | B | A | B | A | A | A | A | A | A | A | A | A |
| Comp. Science | B | A | B | B | A | A | B | B | C | A | A | A | A |

| Department | Regularity in conducting classes | Punctuality | Preparation for the class | Presentation skill | Engaging class for full length | Competency of the teacher in subject | Methodology used | Completion of syllabus | Mentoring role | Interaction with students | Accessibility to students outside the class | Lab facility | Library facility |
|----------------------|----------------------------------|-------------|---------------------------|--------------------|--------------------------------|--------------------------------------|------------------|------------------------|----------------|---------------------------|---|--------------|------------------|
| Biochemistry | A | B | A | B | A | A | A | A | A | A | A | A | A |
| Genetics | A | A | A | A | A | A | B | A | A | A | A | A | A |
| Biotechnology | A | A | A | A | A | A | B | A | A | A | A | A | A |
| Microbiology | A | A | A | A | A | A | B | A | A | A | A | A | A |
| Statistics | A | A | A | A | A | A | B | A | A | A | A | A | A |
| Economics | B | A | A | A | B | A | B | A | A | A | A | A | A |
| Commerce | A | A | A | A | A | A | A | A | A | A | A | _ | A |
| English | B | A | B | B | B | A | A | B | A | C | C | _ | A |
| Kannada | B | A | B | B | B | A | A | B | C | C | C | _ | A |
| Sanskrit | A | A | B | B | B | A | A | B | A | A | B | _ | A |
| Hindi | B | A | B | B | B | A | A | B | C | C | C | _ | A |

Responses to the different parameters in the system from different streams of students

| Parameter | Physical science | Life science | Commerce | BCA | BBM |
|------------------------------------|------------------|----------------|----------------|----------------|----------------|
| Publicity of information | Satisfactory | Satisfactory | Satisfactory | Satisfactory | Satisfactory |
| Administrative response | Satisfactory | Satisfactory | Satisfactory | Satisfactory | Satisfactory |
| Solving university related queries | Satisfactory | Good | Good | Satisfactory | Satisfactory |
| Grievance redressal mechanism | Satisfactory | Good | Good | Satisfactory | Satisfactory |
| Sports facility | Good | Good | Good | Good | Good |
| Drinking water | Satisfactory | Satisfactory | Satisfactory | Satisfactory | Satisfactory |
| Canteen | Satisfactory | Good | Good | Satisfactory | Satisfactory |
| Parking | Satisfactory | Satisfactory | Satisfactory | Satisfactory | Satisfactory |
| Toilet | Unsatisfactory | Unsatisfactory | Unsatisfactory | Unsatisfactory | Unsatisfactory |

| Parameter | Physical science | Life science | Commerce | BCA | BBM |
|-------------------|-----------------------------|--|-----------------------------|-----------------------------|-----------------------------|
| Any other remarks | Do not insist on dress code | Allot class rooms, mosquito repellants to be used, Do not insist on dress code | Do not insist on dress code | Do not insist on dress code | Do not insist on dress code |

Feedback Analysis : III and IV Semesters

| Department | Regularity in conducting classes | Punctuality | Preparation for the class | Presentation skill | Engaging class for full length | Competency of the teacher in subject | Methodology used | Completion of syllabus | Mentoring role | Interaction with students | Accessibility to students outside the class | Lab facility | Library facility |
|---------------|----------------------------------|-------------|---------------------------|--------------------|--------------------------------|--------------------------------------|------------------|------------------------|----------------|---------------------------|---|--------------|------------------|
| Physics | A | B | B | B | A | A | B | C | B | B | A | A | A |
| Chemistry | A | B | B | B | A | A | B | B | B | B | B | A | A |
| Mathematics | A | A | B | B | B | A | B | A | B | B | A | - | A |
| Botany | A | B | A | B | A | A | B | A | A | A | A | A | A |
| Zoology | A | B | A | B | A | A | A | A | B | B | A | A | A |
| electronics | A | A | A | B | A | A | B | A | B | B | A | A | A |
| Comp. Science | B | A | B | B | A | A | B | B | B | B | A | A | A |
| Biochemistry | A | A | A | A | A | A | B | A | A | A | A | A | A |
| Genetics | A | A | A | A | A | A | B | A | A | A | A | B | B |
| Biotechnology | A | A | A | A | A | A | B | A | A | A | A | A | A |
| Microbiology | A | A | A | A | A | A | B | A | A | A | A | A | A |

| Department | Regularity in conducting classes | Punctuality | Preparation for the class | Presentation skill | Engaging class for full length | Competency of the teacher in subject | Methodology used | Completion of syllabus | Mentoring role | Interaction with students | Accessibility to students outside the class | Lab facility | Library facility |
|-------------------|----------------------------------|-------------|---------------------------|--------------------|--------------------------------|--------------------------------------|------------------|------------------------|----------------|---------------------------|---|--------------|------------------|
| Statistics | A | A | A | A | A | A | B | A | A | A | A | A | A |
| Economics | B | A | A | A | B | A | B | A | A | A | A | A | A |
| Commerce | A | A | A | A | A | A | A | A | B | A | B | _ | B |
| English | B | A | B | B | B | A | A | B | A | C | C | _ | A |
| Kannada | B | A | B | B | B | A | A | B | C | C | C | _ | A |
| Sanskrit | A | A | B | B | B | A | A | B | A | A | B | _ | A |
| Hindi | B | A | B | B | B | A | A | B | C | C | C | _ | A |

Responses to the different parameters in the system from different streams of students

| Parameter | Physical science | Life science | Commerce | BCA | BBM |
|---------------------------------|------------------|----------------|--------------|--------------|--------------|
| Publicity of information | Satisfactory | Unsatisfactory | Satisfactory | Satisfactory | Satisfactory |
| Administrative response | Satisfactory | Satisfactory | Satisfactory | Satisfactory | Satisfactory |

| Parameter | Physical science | Life science | Commerce | BCA | BBM |
|---|-----------------------------|---|-----------------------------|-----------------------------|-----------------------------|
| Solving university related queries | Satisfactory | Satisfactory | Good | Good | Good |
| Grievance redressal mechanism | Good | Good | Good | Good | Good |
| Sports facility | Good | Good | Good | Good | Good |
| Drinking water | Satisfactory | Satisfactory | Satisfactory | Satisfactory | Satisfactory |
| Canteen | Satisfactory | Satisfactory | Good | Good | Good |
| Parking | Satisfactory | Satisfactory | Satisfactory | Satisfactory | Satisfactory |
| Toilet | Unsatisfactory | Unsatisfactory | Unsatisfactory | Unsatisfactory | Unsatisfactory |
| Any other remarks | Do not insist on dress code | Mosquito repellants to be used, Do not insist on dress code | Do not insist on dress code | Do not insist on dress code | Do not insist on dress code |

Feedback Analysis : V and VI Semesters

| Department | Regularity in conducting classes | Punctuality | Preparation for the class | Presentation skill | Engaging class for full length | Competency of the teacher in subject | Methodology used | Completion of syllabus | Mentoring role | Interaction with students | Accessibility to students outside the class | Lab facility | Library facility |
|---------------|----------------------------------|-------------|---------------------------|--------------------|--------------------------------|--------------------------------------|------------------|------------------------|----------------|---------------------------|---|--------------|------------------|
| Physics | A | B | B | B | A | A | B | B | B | A | A | A | A |
| Chemistry | A | B | A | B | B | A | B | A | B | B | B | A | A |
| Mathematics | A | A | B | B | A | A | B | C | A | B | A | _ | A |
| Botany | A | B | A | B | A | A | B | A | B | A | A | A | A |
| Zoology | A | B | A | B | A | A | A | A | B | B | A | A | A |
| electronics | A | B | A | B | A | A | A | A | B | A | A | A | A |
| Comp. Science | B | A | B | B | B | B | B | C | A | B | A | A | A |

| Department | Regularity in conducting classes | Punctuality | Preparation for the class | Presentation skill | Engaging class for full length | Competency of the teacher in subject | Methodology used | Completion of syllabus | Mentoring role | Interaction with students | Accessibility to students outside the class | Lab facility | Library facility |
|---------------|----------------------------------|-------------|---------------------------|--------------------|--------------------------------|--------------------------------------|------------------|------------------------|----------------|---------------------------|---|--------------|------------------|
| Biochemistry | B | A | B | B | B | B | B | C | A | B | A | A | A |
| Genetics | A | A | A | A | A | A | B | A | A | A | A | A | A |
| Biotechnology | A | A | A | A | A | A | B | A | A | A | A | A | A |
| Microbiology | A | A | A | A | A | A | B | A | A | A | A | A | A |
| Statistics | A | A | A | A | A | A | B | A | A | A | A | A | A |
| Economics | B | A | A | A | B | A | B | A | A | A | A | A | A |
| Commerce | A | A | A | B | A | A | A | A | B | B | A | _ | B |

Responses to the different parameters in the system from different streams of students

| Parameter | Physical science | Life science | Commerce | BCA | BBM |
|------------------------------------|-----------------------------|--|-----------------------------|-----------------------------|-----------------------------|
| Publicity of information | Satisfactory | Unsatisfactory | Satisfactory | Satisfactory | Satisfactory |
| Administrative response | Satisfactory | Satisfactory | Satisfactory | Satisfactory | Satisfactory |
| Solving university related queries | Satisfactory | Satisfactory | Good | Good | Good |
| Grievance redressal mechanism | Good | Satisfactory | Unsatisfactory | Satisfactory | Satisfactory |
| Sports facility | Good | Good | Good | Good | Good |
| Drinking water | Satisfactory | Unsatisfactory | Satisfactory | Satisfactory | Satisfactory |
| Canteen | Satisfactory | Satisfactory | Good | Good | Good |
| Parking | Satisfactory | Satisfactory | Satisfactory | Satisfactory | Satisfactory |
| Toilet | Unsatisfactory | Unsatisfactory | Unsatisfactory | Unsatisfactory | Unsatisfactory |
| Any other remarks | Do not insist on dress code | Mosquito repellants necessary in Zoology and Genetics labs | Do not insist on dress code | Do not insist on dress code | Do not insist on dress code |