



## Yearly Status Report - 2019-2020

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>		MILAGRES COLLEGE
Name of the head of the Institution		MICHAEL L SANTHUMAYOR
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		08242423822
Mobile no.		9845165382
Registered Email		mchm@milagrescollege.edu.in
Alternate Email		milagrescollege@yahoo.com
Address		Falnir Road, Hampankatta
City/Town		MANGALURU
State/UT		Karnataka
Pincode		575001
<b>2. Institutional Status</b>		

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Urban
Financial Status	Self financed
Name of the IQAC co-ordinator/Director	Mr Denzil Celestine D'Costa
Phone no/Alternate Phone no.	08242423822
Mobile no.	8660011342
Registered Email	iqacnaac@gmail.com
Alternate Email	denzilcosta@milagrescollege.edu.in

### 3. Website Address

Web-link of the AQAR: (Previous Academic Year)	<a href="http://www.milagrescollege.edu.in/images/naac/KACOGN104742.pdf">http://www.milagrescollege.edu.in/images/naac/KACOGN104742.pdf</a>
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### 4. Whether Academic Calendar prepared during the year

if yes,whether it is uploaded in the institutional website: Weblink :	Yes  <a href="http://www.milagrescollege.edu.in/images/hand-book19-20.pdf">http://www.milagrescollege.edu.in/images/hand-book19-20.pdf</a>
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### 5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B++	2.79	2020	08-Jan-2020	07-Jan-2025

### 6. Date of Establishment of IQAC

01-Jun-2015
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### 7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Staff Enrichment Program	04-Jun-2019 1	24
Training on Psychological	14-Jun-2019	30

First Aid	1	
Training on Choice Based Credit System	14-Jun-2019 1	28
Staff Enrichment Program for supporting staff	15-Jun-2019 1	37
Talk on Apti's Course	22-Aug-2019 1	28
National Conference on Entrepreneurship Opportunities & Challenges	11-Mar-2020 1	93
Inauguration of Honesty Counter	23-Aug-2019 1	661

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

Institution/Department/ Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	Nil	Nil	2020 0	0
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**9. Whether composition of IQAC as per latest NAAC guidelines:**

Yes

Upload latest notification of formation of IQAC

[View Link](#)

**10. Number of IQAC meetings held during the year :**

1

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

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**11. Whether IQAC received funding from any of the funding agency to support its activities during the year?**

No

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

NAAC Accreditation received on January 08, 2020, Lecturers were encouraged to register for Ph.D, Training programmes were conducted for teaching staff on how

to face NET/KSET exams.

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

Plan of Action	Achievements/Outcomes
National Conference on Entrepreneurship Opportunities and Challenges	Insight on managing resources effectively, to be object oriented and bring in innovation in entrepreneurship.
Bhasha Sangam international level language conference	Multiculturalism in language and literature of four languages i.e. English, Hindi, Kannada and Konkani
Relish 2K19 - food festival	Students got trained through a non formal educational set up and in turn could be the best investment for youth future.
NAAC Dry Run	Deeper knowledge on quality related research studies consultancy and training programmes.
Training on Psychological First Aid	To deal with students behaviour, to manage self stress and to develop a healthy bond between students.
Staff Enrichment Programme for newly joined staff	Empowered staff to become active agents in their profession and career development.
Staff Enrichment Programme for Supporting staff	To help them provide service in an efficient and diligent manner to the college.
Staff Enrichment Programme for teaching staff	Enriched the staff to deal with adolescence behaviour
Talk on Discipline and Awareness on Drugs	Motivated the students and improved their knowledge attitudes and skills to avoid drug misuse.
Installation of Honesty Counter	Cultivated a sense of good consciousness among the student community.

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

Yes

Name of Statutory Body	Meeting Date
MANAGEMENT COMMITTEE	08-Dec-2020

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	Yes
Date of Visit	09-Dec-2020
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2020
Date of Submission	20-Feb-2020
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>Our college also has a well defined MIS in place to give an insight into the function of the Institution to other various stakeholders. Administration: Notices to staff and students are sent through SMS. Communication to parents regarding attendance and important notices through SMS. College Office : The admission of students is partially automated. Installation of Accounting Package - Tally LAN for office computers Password Library: EasyLib software for partial automation of library services. Admission Process: The Management gets reports on the admissions to various academic programme while the admission is in process in the months May to August every year. Candidates can take the choice of decision in admission after accessing college website information, which has guidelines as well as overall profile of the Institution. Accounts Finance: A fullfledged accounting system by qualified personnel is maintained. It runs with all its functions using accounts and finance modules. Tally software is also used to record the economic transactions.</p>

## Part B

### CRITERION I – CURRICULAR ASPECTS

#### 1.1 – Curriculum Planning and Implementation

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

Milagres College is affiliated to Mangalore University and the syllabus is prescribed by the affiliating University. The College follows the curriculum and the academic calendar prescribed by the University. The Principal conducts regular meetings with the Department Heads to develop strategies for effective implementation of the curriculum. Each Head of the Department, conducts departmental meetings before the commencement of the academic year to make a well-planned curriculum delivery blueprint and documentation by preparing lesson plans and improving the classroom presentation by various methods. The lesson plans are approved by the Principal before the commencement of each semester. The Heads of the Departments monitor the academic activities on a regular basis to ensure the execution of the timetable. The College is committed to effective delivery of curriculum in a planned and documented way. As per the curriculum, the College prepares an Academic Calendar every year in accordance with the University norms. The curriculum is updated every three years by the Board of Studies (BOS) of Mangalore University. The Staff Council and Department level meetings are conducted regularly to evolve appropriate action plans for the effective implementation of the curriculum. Heads of the various departments prepare a departmental plan of action for each semester.

Bridge courses are conducted for the first year students to help them understand the basic concepts of the subjects. The University elects the BOS for each subject, introduced at the Under Graduate (UG) level, which prescribes the objectives of the subjects to be taught and also organizes workshops when new syllabi are introduced and reviews them periodically. The BOS regularly conducts workshops, seminars and meetings during which discussions take place about curriculum design/syllabus revision. Teachers attend seminars and workshops to update their knowledge. Experts from various sectors are invited as Guest Lecturers for Add-On/Diploma/Certificate courses. New certificate/diploma courses Aviation and hospitality and Travel and Tourism were introduced during the Academic year 2019-20. These are the optional courses introduced in the College to promote the concept of Skill India. We follow the syllabi provided by University for diploma/ certificate courses. Students visit industries as part of their application-based learning process. The College consistently obtains regular feedback from the students, staff and IQAC regarding the curriculum. Feedback is obtained from parents during ParentTeacher meetings which are held periodically. To ensure learning outcomes of each subject, continuous evaluation and internal assessments are carried out consistently throughout the year in the form of presentations, assignments/projects and class tests. Remedial classes are conducted for slow learners whereas advanced learners are imparted special coaching sessions to meet their academic standards and career prospects. The staff are advised to complete the syllabus within the stipulated time. In order to ensure effective delivery of the curriculum, the institution has taken the following measures:

1. Preparation of Academic Calendar
2. Publication of Prospectus
3. Preparation of Time Table
4. Preparation of Lesson Plans
5. Maintenance of Work Dairy and Attendance Register
7. Appointment of Guest Faculty
8. Arrangement of Special Lectures by Experts
9. Regular academic based programmes
10. Participation in Inter and Intra-Collegiate Level Competitions

#### 1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Aviation and Hospitality	Nil	18/06/2019	180	Yes	Yes
Travel and Tourism	Nil	18/06/2019	180	Yes	Yes

Journalism	Nil	18/06/2019	30	Yes	Yes
First Aid	Nil	18/06/2019	30	Yes	Yes
Event Management	Nil	18/06/2019	30	Yes	Yes

## 1.2 – Academic Flexibility

### 1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	NIL	Nil
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### 1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BCom	Commerce	17/06/2019
BSc	Hospitality Science	17/06/2019
BSc	Food, Nutrition and Dietetics	17/06/2019

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

	Certificate	Diploma Course
Number of Students	219	0

## 1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Journalism	06/07/2019	40
Event Management	06/07/2019	66
First Aid	06/07/2019	62
Photography	06/07/2019	50
Craft and Embroidery	06/07/2019	23
Basic French	06/07/2019	68
Spoken English	06/07/2019	78
Tally Basic Computer	06/07/2019	54
Culinary Arts	06/07/2019	44
Beautician	06/07/2019	71
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### 1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BCom	Commerce	7
BSc	Hospitality Science	54
BSc	Food Nutrition & Dietetics	21

## 1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

### Feedback Obtained

The efficacy of any academic programme is to be regulated and monitored through regular feedback mechanism. This feedback should include all the stakeholders at periodic intervals so that the suggested changes could be implemented in due course. Curriculum feedback is obtained from students, parents and alumni. The IQAC cell in consultation with the heads of the departments formulates a comprehensive questionnaire depending upon the respondents and hence there is no one set. The questions are categorised into academic, administrative, pedagogical and the holistic development of the students. It also includes suggestions for the development of the institution in terms of expansion and providing better facilities to the students. Feedback is obtained on a priority basis and periodically. The administration ensures a fair and impartial feedback so that the objectivity is maintained. For example, when the teacher feedback is administered, the concerned teacher is not allowed to be in the class. A senior teacher, not from that department, conducts the process and the students are assured to be fair and fearless. Similar system is followed at all levels of feedback. The categorised feedback is codified and tabulated. The results are analysed and submitted to the principal. The principal, in consultation with the head of the department, calls the teacher and shares the feedback. The teacher is encouraged for the positive observations of the students. Whenever there are suggestions for improvement, the particular teacher is informed of it and instructed to change for better, the purpose being the welfare of the students. Curriculum feedback serves as an eye opener to the faculty as to what is our students expectation from their perspectives. Whatever is possible at the college level, it is being implemented. When the students express their desire for any change in the curriculum, the teachers inform the Board of Studies and present at subject based association meetings. Feedback from the parents is on a different level as many of the parents may not even be aware of the system and the curriculum. The teachers have to explain to them as to what is expected of such an exercise and what do they wish their children to acquire through their studies. The normal expectation of the parents is good employment and training towards that objective. Alumni feedback gives us new ideas on how our students are to be trained for the market outside and what is the employer expectation. Some of the alumni volunteer to train the students. The cumulative effect of the above feedback system is mainly geared towards the overall development of the students so that they become responsible citizens for the good of the nation. This feedback brings in an involvement of all the stakeholders like faculty, students, parents and alumni. Concrete suggestions for the improvement of the institution help to develop the overall aspects. The report of the main features of the feedback is placed in the governing council meeting for further direction.

## CRITERION II – TEACHING- LEARNING AND EVALUATION



## 2.1 – Student Enrolment and Profile

### 2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BSc	Food Nutrition and Dietetics	60	45	38
BSc	Hospitality Science	100	80	74
BCom	Commerce	160	176	155

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## 2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	267	0	27	0	0

## 2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
27	27	14	12	0	2

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

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

As mentoring is a process in which a teacher helps to develop his or her goals and skill of time limited. Every class is allotted a class coordinator who fills and maintains students. The students of all classes are divided into small groups. Each group is assigned a faculty member who is teaching them. Mentoring take place in the context and setting of universal human values. The mentee is required to meet the mentor regularly during year and also when they require help and guidance. Broadly, the class coordinator is responsible for: 1. Managing the day to day affairs of the class 2. Keeping an eye on the regularity of the student in the class and other discipline issues 3. Getting to know the family background (economic and social) of the student and suggesting any possible assistance in this regard 4. Maintaining the academic and personal history of the student 5. Know the students better so as to design suitable teaching learning methodologies 6. To identify slow and advanced learners 7. To direct the slow learners to bridge, remedial and other language proficiency courses 8. To direct the advanced learners to add-on courses like the in house Additional Credit Programme and other subject specific courses 9. Keeping the students informed about various college activities and channelizing them to co curricular and extracurricular activities or events as per their interest and talent. 10. Noting the major milestones and the progress of the students over the years, thereby helping the student achieve her/ his potential with advice for suitable careers in their areas of excellence. 11. Addressing individual student problems or any interpersonal issues arising in the class 12. To take first hand informal feedback from the students on the college and it's functioning. 13. Mentoring of students through trying times. In addition, the college has always provided a very conducive and cordial ambiance for an informal mentoring through the student teacher interface at various other levels. The students often approach their heads of departments or subject teachers with confidence in the staff

room, departments and other areas in college. This approachability is enhanced through the constant interaction between teachers and students that is facilitated by various social media platforms. The mentor and mentee relationship continues for the duration of the entire course of study in the college. In addition, academic counseling which is done by the subject teacher/vice principal. In academic counseling, slow learner are identified based on their previous exam records and are given remedial coaching through extra class/ assignment to improve their performance. Students are identified and counselled to write research projects and to present papers in National and International Conference. Mentor identifies the student who needs counseling from trained counselor such students will be sent to trained counsellor of the college.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
661	27	1 : 24

## 2.4 – Teacher Profile and Quality

### 2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
27	27	0	5	0

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2020	Nayana K	Lecturer	Best Teacher Award

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## 2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BCom	BCMCMC	I SEM	18/11/2020	18/01/2020
BCom	BCMCMC	III SEM	22/11/2020	18/01/2020
BCom	BCMCMC	V SEM	13/11/2020	18/01/2020
BSc	BSCHSC	I SEM	08/11/2020	18/01/2020
BSc	BSCHSC	III SEM	18/11/2020	18/01/2020
BSc	BSCHSC	V SEM	07/11/2020	18/01/2020
BSc	FNDFNC	I SEM	08/11/2020	23/01/2020
BSc	FNDFNC	III SEM	22/11/2020	23/01/2020
BSc	FNDFNC	V SEM	06/11/2020	23/01/2020
BSc	BSCMSC	V SEM	18/11/2020	23/01/2020

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

Our institution is an affiliated and as per norms we follow the guidelines

provided by university. The Continuous Internal Evaluation is on the norms of the university. At the institutional level, the examination reforms committee in consultation with the faculty suggests new ways of conduct of examinations and evaluation. Freshers are informed about evaluation process at the induction programme. A course with a maximum of 100 marks is divided into 80 marks of end semester exam and 20 marks of IA and a course of 150 marks 120 and 30 respectively. In each course two internal exams are conducted for the award of IA marks. The schedules of internal assessment tests are communicated to students in the beginning of each semester through the academic calendar which is prepared based on the university academic calendar. The internal exam time table is displayed on the notice board in advance. The test shall be of one and half hour duration. Answer key will be prepared and valuation is done by concerned subject teachers. After valuation, papers are distributed to the students for verification and internal exam marks sent to parents through SMS. Re-exams are conducted for the absentees on valid reason. The Exam Committee shall preserve the IA records of all the students till the declaration of the semester examination results. Remedial classes are conducted for the slow learners, absentees and students who participate in Sports, NSS and other co-curricular and extracurricular activities. This practice helps the students to update their subject knowledge and helps them to catch up with their peers.

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

The College prepares an academic calendar which is the guide for conducting academic and nonacademic activities. The academic calendar prepared for year displayed the dates for our annual Intercollegiate Fest, Annual Day, Sports Day, and presentations by all Departments. The main purpose of fixing these dates in advance is to enable the departments to plan for their own department programmes and events. It also helps the students to plan their academic and extracurricular activities. Examination Schedules are prepared for every semester mentioning the exact dates for conducting internal tests. Examination committee prepares the plan of exams for the entire year, conducts regular meetings to review and modify activities if necessary. The information regarding all college activities i.e. end of semester classes, commencement of semester examinations and commencement of new semester classes are provided in college calendar. In the beginning of semester the students are provided with college calendar. Instructions regarding conducting of internal assessment exams, rules and regulations of the college, student discipline, dress code, library rules, class room behavior etc are included in the college calendar. All the curricular, co curricular, extracurricular activities are undertaken as per the schedule mention in the college calendar. The faculty members prepare the lesson plan, and evaluation process which is duly reviewed by the concerned HOD. The performance of the student is based upon one / two internal tests, assignments, seminar, presentation, attendance, class participation and so on. The IQAC of the College monitors the effective implementation and adherence of academic calendar teaching.

**2.6 – Student Performance and Learning Outcomes**

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

<http://milagrescollege.edu.in/bachelor-of-commerce.php>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year	Number of students passed in final year examination	Pass Percentage
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			examination		
BSCMSC	BSc	Mathematics, Statistics, Computer Science	8	1	12.50
FNDFNC	BSc	Food, Nutrition and Dietetics	22	21	95.45
BCMCMC	BCom	Commerce	93	60	64.51
BSCHSC	BSc	Hospitality Science	52	52	100
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## 2.7 – Student Satisfaction Survey

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

[https://milagrescollege.edu.in/naac-doc/2021-student\\_satisfaction\\_survey\\_questions\\_and\\_response.pdf](https://milagrescollege.edu.in/naac-doc/2021-student_satisfaction_survey_questions_and_response.pdf)

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nil	0	NIL	0	0
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### 3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Career Opportunity in the Cruise Industry	BHS Department, Career Guidance and Placement Cell	28/06/2019
Career Opportunity in the Banking Industry	Commerce Department, Career Guidance and Placement Cell	28/06/2019
Motivation	Commerce Department and Career Guidance and Placement Cell	12/03/2020
Internship Placement Opportunities Overseas	Commerce Department and Career Guidance and Placement Cell	07/02/2020
Campus Recruitment	Commerce Department and Career Guidance and Placement Cell	24/01/2020

Campus Placement and Career Opportunity	Commerce Department and Career Guidance and Placement Cell	17/12/2019
Higher studies and Internship	BHS, Commerce Department, Career Guidance and Placement Cell	03/09/2019
Campus Placement and Interview	BHS Department, Career Guidance and Placement Cell	17/09/2019
Internship and Placement	BHS Department, Career Guidance and Placement Cell	29/08/2019
A Unique Personality Grooming	BHS, Commerce Department, Career Guidance and Placement Cell	23/08/2019

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Innovative Dishes	Milagres College (II BSC-FND Department)	Viola Trading Company	29/06/2019	Quality Analysis Marketing
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### 3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	NIL	NIL	NIL	NIL	Nil
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## 3.3 – Research Publications and Awards

### 3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

### 3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
NIL	0

### 3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
Nil	NIL	0	0
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### 3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Languages (Konkani)	4
Languages (English, Hindi)	1

Languages (Kannada, Konkani)	1
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NIL	NIL	NIL	Nil	0	0	0
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NIL	NIL	NIL	Nil	0	0	0
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	16	43	17	10
Presented papers	4	0	0	0
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### 3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Service to Migrant workers during Covid-19 Pandemic	Milagres College Outreach unit	8	35
Food Kit Distribution	Milagres College Outreach unit	4	20
Distribution of Food Kits- Kuthar, Ranipura	Milagres College NSS unit	4	52
Distribution of Food Kits	Milagres College YRC	3	25
NSS Special Camp	Gram Panchayat Fermi	6	55
Awareness Program on traffic Rules	East Traffic Police Station (Mangalore)	3	74

Service to Antara Village	NSS unit, YRC, GFGC Kavour, Lions International Alangar and Highland	9	34
Service to Flood Effected Families, Kukkvu Village	Milagres College NSS unit and YRC	5	44
Blood Donation Camp	Milagres College YRC	6	68
Paddy Plantation	Milagres College NSS unit	4	30
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Certification	Certificate of Affiliation	Indian Red Cross Society Bengaluru	50
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Vanamahotsava	Eco Club, NSS unit, PTA, Forest Dept, Mangalore	Environment Awareness	3	60
Wenlock Campus Cleaning	Milagres College NSS unit, Ramakrishna Mission	Cleaning Campaign	2	32
Beach Cleaning	Milagres College NSS unit, Ramakrishna Mission	Cleaning Campaign	2	24
Plastic Free Environment	YRC and NSS unit	Cleaning Campaign	20	102
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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
NIL	0	NIL	0
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Internship	Internship	Hyatt, Marriott, The Lalit Group, The Hilton, W Hotels, Westin, The Orchid (Mumbai), Goldfinch Mangalore, The Ocean Pearl (Mangalore), Novotel and Sheraton	15/11/2019	12/03/2020	54
Internship	Internship	KMC, Yenopoya, Father Muelers and Unity Hospitals	08/11/2019	08/12/2019	22
Project Work	Auditing	The Mangalore Catholic Cooperative Bank Ltd	12/03/2020	13/03/2020	1
Audit Project Work	Financial Analysis	Barkha Overseas Traders	26/02/2020	20/03/2020	3
Audit Project Work	A Study On Auditing	KIOCL Mangalore	01/02/2020	29/02/2020	2
<a href="#">View File</a>					

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
St. Aloysius College Autonomous	16/09/2020	Mentoring Of the institutions	36
<a href="#">View File</a>			

**CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES**

**4.1 – Physical Facilities**



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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
6	5.09

#### 4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Existing
Seminar halls with ICT facilities	Existing
Classrooms with Wi-Fi OR LAN	Existing
Classrooms with LCD facilities	Existing
Seminar Halls	Existing
Laboratories	Existing
Class rooms	Existing
Campus Area	Existing
<a href="#">View File</a>	

### 4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
Easylib	Partially	4.3.3	2018

#### 4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	2167	235224	82	7152	2249	242376
Reference Books	5590	378686	186	1600	5776	380286
e-Books	3135000	Nill	Nill	Nill	3135000	Nill
Journals	12	12650	Nill	Nill	12	12650
e-Journals	6000	Nill	Nill	Nill	6000	Nill
Digital Database	1	35400	Nill	Nill	1	35400
CD & Video	85	30813	16	Nill	101	30813
Library Automation	1	59000	Nill	Nill	1	59000
Others(s pecify)	24	Nill	Nill	21794	24	21794
<a href="#">View File</a>						

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

(Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NIL	NIL	NIL	Nil
No file uploaded.			

#### 4.3 – IT Infrastructure

##### 4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	77	50	0	0	0	10	9	0	8
Added	0	0	0	0	0	0	0	0	0
Total	77	50	0	0	0	10	9	0	8

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

100 MBPS/ GBPS
----------------

##### 4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NIL	Nil

#### 4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
4	2.85	5.5	4.51

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

The College follows established systems and procedures for maintaining and utilizing the building in a regular on-going process. To ensure proper maintenance of the building, a committee looks into the maintenance and repair of the building or any other physical infrastructure requirement. A record book of physical maintenance requirements is maintained for various services like electrical, plumbing and housekeeping. The College has a contract with dedicated team of electricians, plumbers, carpenters and other personnel who provide service for repairs and maintenance regarding the physical infrastructure of the College and hostels. The Management of the College creates necessary arrangements for adding new academic infrastructure in the College as per the needs of the Departments/College staff. Every laboratory is assigned with a staff-in-charge to oversee the requirement and equipments and a separate stock register is maintained to track the instruments and chemicals. Annual Maintenance Contract (AMC) is entered into with the agencies dealing with the maintenance of elevators, water purifiers, Aqua guards, air conditioner, ERP Software and College website. The classrooms, computer Lab, departments, library, principals' chamber and administrative section have

Uninterrupted Power Supply (UPS) and have been upgraded with ICT enabled facilities. Closed-Circuit Televisions (CC TV) are installed throughout the campus. Permanent classrooms are allocated to all the batches. Wooden furniture like chairs, tables, desks, high and low benches and platforms are repaired and painted/polished as and when required. The equipment, instruments and items for use in laboratories are purchased after prior approval and scrutiny to ensure optimal utilization of funds allocated to the respective departments each academic year. The College has established a gymnasium with necessary equipments. A stock register is maintained by the physical director for the entry of sports equipments. Separate washroom facility is made available for boys and girls as well as male and female staff which is cleaned daily by the housekeeping staff. Parking facility available for staff. Purified water is available for staff and students and is well maintained. A well-qualified librarian looks into the functioning of the library. The College library is well equipped with Integrated Library Management System (ILMS) namely EasyLib Software and NLIST e-Resources. A daily register book is maintained for documenting the entry and exit of the staff and students. The Library has rationalised the number of borrowings and due date is fixed to ensure appropriate circulation of books for better utilization. Internet browsing facility is provided for the students in the Library. College Library Advisory Committee includes faculty members of all departments. Regular meetings are conducted to plan funds allocation and utilization. The College has a well-designed policy of enhancing infrastructural facilities as a method of ensuring academic excellence. Optimal use of the space is strategically planned. The Central, State organizations, NGO's and private associations make use of the facilities to conduct training sessions, examinations, seminars, events and to hold public functions like marriages and other ceremonies. A well-defined policy is chalked out by the management to rent out the space to external agencies.

<http://www.milagrescollege.edu.in/facilities.php>

## CRITERION V – STUDENT SUPPORT AND PROGRESSION

### 5.1 – Student Support

#### 5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	PTA Scholarship, Best outgoing student - Mr Alwin Rosario, Dr.Lawrence Lobo scholarship	24	76500
Financial Support from Other Sources			
a) National	Arivu Loan, E PASS Scholarship, SC/ST Scholarship, Varalakshmi	117	2041675
b) International	NIL	0	0
<a href="#">View File</a>			

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

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved

Soft Skill Development	18/06/2019	661	Gillet Guard Company Mr Darpan Vasudev, Educationalist
Remedial coaching	18/06/2019	258	Internal Faculty
Bridge course	18/06/2019	266	Internal Faculty
Yoga and Meditation	18/06/2019	90	Delampady Yoga Prathishthana
Personal Counseling	18/06/2019	51	College Counsellor
Mentoring	18/06/2019	661	Counselor and Internal Faculty
<a href="#">View File</a>			

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	Banking training	94	94	1	0
2019	Career Guidance on cruise and marine industry	134	134	0	0
2019	Gillet Guard - Personality grooming programme	153	153	0	0
2019	Jireh Pathway Abroad	58	58	0	0
2019	Kareer Krafters Pvt Ltd	47	47	0	0
2019	Business Development	125	125	0	0
2020	Edroots International (Higher studies and Internships)	81	81	0	0
2020	Mr Darpan - Motivational Session	150	150	0	0

[View File](#)

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
ROSETTA (Resorts), Fr Muller's Medical College, KMC, Jyothi, Unity Care and Health Services Pvt Ltd, Mangalore, Yenepoya Hospital, Deralakatte, The Sheraton Grand Hotel Bengaluru, Westin Mumbai Garden City, The Hilton, The Orchid, The Hyatt Centric, T	116	80	Baraka Overseas Traders, Rebello and Associates CA, PSA Business Services, KOCL Limited, MCC Bank, Amazon Company, Divya Naveen Proprietors, Blue Moon Bottling Company, Kiran Enterprises, BYG Brewski Family, The Leela, Goa	26	26

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	3	B.Sc FND	Food Nutrition and Dietetics	Alvas College, St Aloysius College, Manipal Institute	MST, MSc
2019	9	B.COM	Commerce	Aptech, Mangalore University,	Aviation, MCOM MCA, MBA

Sri Devi  
College,  
Srinivas  
College,  
SDM, St  
Joseph Eng  
College,  
Gokarnatha  
College

[View File](#)

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

Items	Number of students selected/ qualifying
Any Other	5

[View File](#)

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

Activity	Level	Number of Participants
Football Interclass competition	Institution	48
Cooking without fire	Institution	10
Tattoo and Mehendhi making competition	Institution	13
Our India [National Integration] Competition	Institution	45
Singing competition	Institution	10
Mad Ad Event	Institution	48
Excelso Navrang	Institution	550
Volley ball Interclass competition	Institution	64

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### 5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	Moti Mahal Coll ege-Second prize in Mocktail C ompetition	National	Nil	1	185883133	Ms.Joslin Kannamale
2019	Karnataka state Mauythai Champion Ship	National	1	Nil	191802958	Mr. Muhi yuddeen baasil Raaid

	-Secured Silver in 17-18 years Male weight category of 57-60 kg					
2019	Moti Mahal College -Second Prize in Pookalam Competition	National	Nill	1	185883132, 185883180	Mr. Jibin, Mr. Vishnu
2019	University College Mangalore-Second prize in Patriotic song [Group]	National	Nill	1	17282268 1,191803050, 191801410, 185881118, 185881111, 191801408	Ms.Dyafni Fonseca, Mr.Rolwyn, Ms.Karen, Ms.Shalvin, Mr. Joyson Vinoel, Ms. Florida
2020	Naipunnya College [NIMIT] - Second Prize in Best front office manager Competition [Phoenix-2020]	National	Nill	1	185883122	Mr. Glenn Mendonca
2020	Naipunnya College [NIMIT] - First Prize in Best Chef Competition [Phoenix-2020]	National	Nill	1	185883145, 185883121	Mr. Manosh Castelino, Mr. Gavin Lobo
2020	Padua College [Padua Verve-2020]- First Place in Swayamvar [Group]	National	Nill	1	191802992, 191803051, 191803032	Ms.Florine Tania Goveas, Ms.Roshni, Ms.Ciona Vilceeta Pereira

	Talent Show]					
2020	Shree Devi PG College- First Place in Marketing [ECHELON 20]	National	Nil	1	191802939, 172822644	Mr. Mohammed Shabeeb, Mr. Shaifuddin
Nil	St Aloysius College[Autonomous]-First Place In Raag-Tarang[Khadya Sangam-2020]	National	Nil	1	185883106	Mr. Annon Menezes

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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The Inauguration of student council for the academic year 2019-2020 was held on July 19, 2019. The program began with an invocation led by the College choir. Mr Cassin Rodrigues, Vice Principal welcomed the dignitaries and introduced guests. Chief guest Rev. Fr. Kenneth Crasta Principal of St Joseph ITI Jeppu, Rev. Fr Joseph Lobo Correspondent of the Milagres Educational Institutions, Rev. Fr Michael Santhumayor, Principal, Prof. Lourdusamy, Academic advisor, Mrs Cicillia Pereira, Vice President, Parish Pastoral Parishad, Mrs Lavina Lobo, PTA President were present. The dignitaries inaugurated the programme by lighting the lamp. The Principal administered the Oath of office to Ms Ivin Dsouza (Student President) and to other office bearers of Student council. The Chief guest Rev. Fr. Kenneth Crasta in his address said that leaders are not born but made, he emphasized on the aspects of team building through effective leadership quoting Helen Keller quote "ALONE WE CAN ACHIEVE LITTLE, TOGETHER MORE". , Rev. Fr Joseph Lobo in his Presidential remark congratulated the office bearers of student council and advised the office bearers to work as a team. Student council is formed by election and selection method by the appointed committee every year. This is done with a view to promote leadership qualities among the students and also to provide representation to students in the decision-making process on all aspects related to academic and development programmes of the college. A candidate is eligible for contesting, only if he/she has completed all the lower examinations and that he/she has not involved in any indiscipline activity in the college. The institution nominates Vice Principal as the Students Union Advisor who would guide and monitor the activities of the Union. Composition of Student Council: • Director - The College Principal • Coordinator - A selected Senior Faculty • Student Welfare Officer - Selected Faculty • President - A final year student chosen from the class Representatives • Vice president -A second year student chosen from the class Representatives • Secretary - Chosen from the class Representatives • Joint Secretary - Chosen from the class Representatives • Class Representatives - Elected by the students of a particular section/ class It also provides leadership during special occasions like College Day, Sports Day, Teacher's day, Avishkar, Food Festival, Inter-collegiate Fests, Conferences, Workshops, Blood Donation Camps etc. Regular meetings are held to discuss and plan programmes related to Council Inauguration, Talents Day, Inter-class /Inter-



collegiate competitions, Celebrations of Important days and routine activities.

Students are also co-opted into various committees which organize programmes like seminars, workshops, extension activities etc. Girls are given a special preference and every committee programme is having a tie up with IQAC. Student

Council is involved in making Honesty Counter, Mobile Locker facility social concern programmes, mobilizes funds, and conducts assembly in a unique manner.

The Institution has been providing platform to students to publish their articles or literary contribution in wall magazines and college magazine. The members of the student council also assist the college annual magazine committee - 'Miracle.

## 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The college has an Alumni Association known as (MICAA) Milagres College Alumni Association. The alumni association was registered on 4-5-2019 with a registration number DRDK/SOR/23/2019-2020. Our alumni are spread around the globe for studying or work. Meetings The Alumni day of Milagres College Alumni Association (MICAA) was held on January 19, 2020, at 9.30 am in the college Auditorium. Mr. Praveen Nayak, KAS, Deputy Registrar of Co-operative Societies, D K was the Chief Guest and Prof. Lourdusamy, Academic advisor was the Guest of Honor. Mrs Anju Thomas and Dr. Mamatha N R, Alumni Coordinators, Mr. Ashish Bava, President of Alumni Association, were present. Rev. Fr Michael L Santhumayor welcomed the gathering and appreciated all the former students for their active role in bringing a good NAAC Grade to college. Chief Guest Mr. Praveen Nayak addressed the gathering on the importance of Alumni get together and their need to their Alma Mater. He also emphasized that alumni should bring name and fame to their alma mater through their deeds and by becoming successful individuals in life. He encouraged students to take up government jobs. Cricket and Volleyball match, with various other games were organized to entertain relive and cherish the memories and bring in a sense of unity and belongingness in Alumni. Around 80 alumni and staff were present for the program. Membership Any student who has studied in Milagres College, Mangalore on payment of Life membership fee of Rs.250. Alumni Association is contributing to the development of the institution. MICAA is an active body with many alumni/nae as its members. It closely associates itself significantly with the development of the institution through financial and non-financial means from the past one year. MICAA cherishes and preserves its relationship with its alumni/nae by inviting them to all the important events. A separate slot is reserved for the alumni in the cultural activity of the College Day programme. Many of the alumni/alumnae extend their support the College during the annual Sports Day. The alumni committee members are always in touch with the old students of the college and take active part in the advisory committee meetings of the college in shaping the future of the students. The institution collaborates with the alumni through the Alumni Association meetings in which distinguished alumni interact with present teachers and students. Every year the students are requested to fill the feedback form before they receive their certificates. The data is collected and analysis is done and used for the development for the college. There is an alumni office within the campus in Milagres Boys Hostel Room No. 001, Door No. 14-5-606-1 for the convenience of office bearers and members to conduct their meetings. Alumni office bearers namely the President and the Secretary being the members of IQAC, contribute their suggestions for the betterment of the college. The alumni committee always keeps in touch with the college and is a close and well-knit body that always has the growth of the organisation as its major concern.

5.4.2 – No. of enrolled Alumni:

116

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

38750

5.4.4 – Meetings/activities organized by Alumni Association :

2

## CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 – Institutional Vision and Leadership

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

The Governing Council of the College plays a proactive role in providing the best system of administration and governance. The management committee members, along with the Principal and governing council members guide and support the day today functioning of the college. The organizational structure of the college involves leadership at several levels. This decentralized system has been highly effective in taking decisions and implementing them. The broad policies of the college are set by the Governing Body and executive decisions on academic matters are taken by the principal and the IQAC. The decisions taken at the department level are communicated to the administrator in the annual review/evaluation meetings. The Institution takes the suggestions and the feedback given by all stake holders. The students give their suggestions through the Students Council, staff members through the Staff Council, parents through Parent-Teacher Association and Alumni through the Alumni/ae Association. The students take active part in the activities of the college. The Students' Council consists of the President (Final year), Vice President (Second Year) and Secretary (Second year). Sports Day, Traditional Day, Annual day, Inter-collegiate Fests and other activities are systematically organized due to the decentralization process followed in the college. This results in effective and proper execution of the work and promotes cooperation among the management, staff and students.

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

Yes

### 6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Examination and Evaluation	An examination committee has been formed and conducts all tests and examinations periodically like class test, internal exam, online internal test through google forms, viva and assignments, viva- voce and project work.
Admission of Students	All the eligible candidates who have the eligibility prescribed by the Mangalore University are admitted to the course by a prescribed admission process.
Curriculum Development	Curriculum is prescribed by the University and the college administers

it to the students as per university directions. The college conducts bridge courses in the beginning of academic year.

Teaching and Learning

Learner participation activities are enhanced to develop employability skills, communicative English and soft skill learning. Guest lectures by eminent subject experts are held periodically. Increased use of Technical Teaching Aids such as LCD and ICT. Field Visit: Frequency of field visits has been increased, industrial visit in foreign countries. Workshop - conducted regularly by departments. Seminars: All the departments are conducting seminars. Regular Assignments. Incubation, Mini projects and models for students.

Research and Development

Management has made provision of Rs.2,00,000 as seed money to the research scholars. It also deputed the teachers to attend various national, international conferences and seminars paying them the registration fees. All the faculty members are encouraged to conduct research and to publish papers in UGC recognized journals. It also arranges classes and subject related seminars to faculty.

Library, ICT and Physical Infrastructure / Instrumentation

Upgrading Library with EasyLib inflibnet services. Adding new additions - new volumes have been added during 2019-20. Separate Ladies and Gents Hostel. Library kept open between 8.30 AM to 05.30 PM Monday to Friday and 8.30 AM to 2.00 PM on Saturday. Internet facility - made additional numbers available in the library. Well-equipped labs, Sick room, Canteen, well-furnished auditorium, conference room, Sports and Games. Each class is provided with projector.

Human Resource Management

Administration of the college is decentralized: President - Correspondent-Principal - Vice principal - HODs- Faculty - administrative staffs. Training programmes for faculties. Evaluation - a. Teaching Learning by students and other stake holder Administrative (Self, students, HOD and Mgt): The recruitment of the faculty is made through interview process they are selected only when they prove their worth and knowledge through Board of

	appointment. The management retains the qualified and resourceful faculty by providing them with hike in the salary or hike in the incentives.
Industry Interaction / Collaboration	Sending students for project work internship. Exposure visits and study tours during each semester. Campus Placements through Job Fairs. A team of Staff and Students visited different universities, colleges and Industries in Malaysia and initiated MOU.

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

E-governance area	Details
Planning and Development	The college has a IMS software which assists the teaching and office staff to maintain the digital processes done in the college. SMS system for dissemination of information including notice to all stakeholders. Regular updated information disseminated through our College ERP software. We have an ICT enabled auditorium that facilitates video conferencing.
Administration	Biometrics' system of attendance punching is followed in the institution. PF ESI for supporting non-teaching. Communication to parents - regarding attendance and important notices - through SMS and email Office automation.
Finance and Accounts	The accounts of the institution are maintained under Tally Computers. Electronic means (NEFT/RTGS).
Student Admission and Support	Admissions are processed online, fees is collected through ERP software, Reports on daily fees collection, bank account collection, unpaid student list etc can be generated.
Examination	Internal marks and practical marks are directly uploaded to the official website of Mangalore University <a href="http://www.mangaloreuniversity.ac.in">www.mangaloreuniversity.ac.in</a> . Online generated from Mangalore university examination admission ticket. Online internal tests are also conducted to the students.

### 6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
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Nil	NIL	NIL	NIL	Nil
No file uploaded.				

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	NA	Dealing with parents and students	15/06/2019	15/06/2019	Nil	10
2019	Orientation to all faculty- Training on Psychological First Aid	NA	14/06/2019	14/06/2019	26	Nil

[View File](#)

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Education 4.0- future of learning	1	29/04/2020	30/04/2020	2
National level webinar on faculty development	7	13/05/2020	14/05/2020	2
Faculty development program on quality enhancement online teaching learning and assessment	4	12/05/2020	16/05/2020	5
Online FDP on Basics of Research	1	23/05/2020	23/05/2020	1
National Level FDP	2	16/05/2020	22/05/2020	7
'Evolution	3	30/05/2020	03/06/2020	5

from offline to online teaching"				
Online faculty development programme Basics of Research	3	25/05/2020	25/05/2020	1
National level faculty development	1	30/04/2020	02/05/2020	3
Understanding Adolescents, Techniques of Team Work	31	14/06/2019	17/06/2019	3
Orientation Programme	26	17/06/2019	17/06/2019	1
<a href="#">View File</a>				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
18	12	8	5

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Seed money by management, Incentives in the form of increment in salary to those who have completed Ph. D / NET / SLET and Gratuity for staff, ladies staff entitled six months paid maternity leave. interest free loans.	Provident Fund and Gratuity Fund, ESI Facility and Gratuity for staff, ladies staff entitled six months paid maternity leave. interest free loans	Meritorious students will get scholarships, Student Welfare Committee, Grievance Redressal Cell, Antiragging Cell, Sexual Harassment Cell, Counselling, Midday Meal Scheme, Scholarships other financial help

**6.4 – Financial Management and Resource Mobilization**

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

The annual budget is allotted to the college by the management every year for the requirements of various departmental activities. The income and expenditure from different sources are audited regularly by the internal and external auditors. Since it is a Self-financing College, both the Internal External audits are done by the external auditor appointed by the Board of Trustees. Internal audit is done every month by a team sent by the auditor to carry out the following audit activities: Detailed checking of vouchers, physical verification of cash and Fixed Deposit Receipts, Stock Registers etc. are verified Observations are recorded and discussed with College Accounts Department / Principal and clarifications are obtained. A copy of the internal audit report is forwarded to the Management for the follow up activities till date there is no audit objection. The explanation required for various clarifications are closed immediately with the concurrent of the Management.

Final audit report is compiled and submitted to the trust for the approval. The internal audit is done by the local inquiry committee which inspects the performance of the staff, students, facilities given to the staff, and infrastructure. The external audit was done on October 11, 2020. External Audits conducted by a leading chartered accountant's firm on regular basis. External auditors may request to discuss financial and audit related issues with the Audit/Compliance. The Audit/Compliance may request the other external auditors to discuss financial and audit related issues with the Committee.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Mr John Erol Samuel	25000	Sponsor towards 'Feliz navida 2k19' Christmas celebration
<a href="#">View File</a>		

6.4.3 – Total corpus fund generated

8970036
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## 6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Senior Faculty	Yes	Local Inspection Committee, Mangalore University
Administrative	No	Nil	Yes	College Auditor

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

Parents respond to the institutional invite and take part in the financial support to their wards in carrying out community development programmes. They also share their valuable feedback and suggestions during the PTA Meetings. Parent along with the students helped in the food sales during Relish 2k19 (Food Festival) Provide medical assistance whenever required.
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6.5.3 – Development programmes for support staff (at least three)

Training provided through Orientation program. Training provided on Investment Awareness Program
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6.5.4 – Post Accreditation initiative(s) (mention at least three)

Proposed to give Best Teaching and Non-Teaching Staff of the year Award Proposed to build a new auditorium on the fifth floor of large capacity. Proposed to build a new bakery kitchen. Proposed to start PG course – M Com.
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6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No

c)ISO certification	No
d)NBA or any other quality audit	No

#### 6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	National Conference on Entrepreneurship Opportunities Challenges	11/03/2020	11/03/2020	11/03/2020	93
2019	Inauguration of Honesty Counter	23/08/2019	23/08/2019	23/08/2019	661
2019	Talk on Aptis Course	22/08/2019	22/08/2019	22/08/2019	28
2019	Staff Enrichment Program for supporting staff	15/06/2019	15/06/2019	15/06/2019	37
2019	Training on Choice Based Credit System	14/06/2019	14/06/2019	14/06/2019	28

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### CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

#### 7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Self Hygiene and Sanitation	10/10/2019	10/10/2019	200	0
Womens Day Celebration	08/03/2020	08/03/2020	185	0

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

Percentage of power requirement of the University met by the renewable energy sources
Percentage of annual power requirement of the Institution met by the renewable energy sources Response: 14.28, Annual power requirement met by the renewable energy sources (in KWH) Response: 763.2, Total annual power requirement (in KWH) Response: 5346

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries



Physical facilities	Yes	2
Provision for lift	Yes	0
Ramp/Rails	Yes	2
Braille Software/facilities	Yes	0
Rest Rooms	Yes	2
Any other similar facility	Yes	2
Scribes for examination	No	0
Special skill development for differently abled students	No	0

#### 7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	1	30/09/2019	1	Cluster Colleges on Anti-Ragging, Drug abuse, environmental protection, sexual harassment	Ragging drug abuse, environmental protection, sexual harassment Prof P. L Dharma, Dr. Smitha Rasquinha	600
2019	1	Nil	12/10/2019	1	Awareness programme on traffic rules and regulations	East Traffic Police Station Kadri	74
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#### 7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
College Calendar	01/06/2019	The College is managed by Catholic Board of Education (CBE), with a vision "To empower the youth through value-based

education, to enhance the quality of life and to build a better future". Our programmes are oriented towards empowering the youth through value-based education to enhance the quality of life and build a better future. Our mission is to instill in our students a 'Passion for Perfection' and to impart quality education and to engineer social transformation by providing skills for life to be academically sound, emotionally balanced, morally upright, socially responsible and ecologically sensitive.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Paddy Plantation - to educate the students about farming and its importance	20/06/2019	20/06/2019	34
Yoga Day Celebration - to develop the habit of meditation among the youths.	21/06/2019	21/06/2019	90
Vanamahotsava Celebration - to encourage students to make nearby surroundings safe and clean.	22/06/2019	22/06/2019	142
Beach Cleaning - to enhance beach cleanliness.	06/07/2019	06/07/2019	24
Wenlock District Hospital Campus Cleaning - to enhance cleaning hospitals to promote patient safety.	13/07/2019	13/07/2019	32
Independence Day Celebration - to make students remember and pay	15/08/2019	15/08/2019	380

homage to the legends.			
Plastic Free Environment Program - to aim by creating awareness on minimizing the usage of plastics.	15/08/2019	15/08/2019	102
Flood Relief Service-to experience in taking part in difficulty of others	25/08/2019	25/08/2019	44
Flood Relief Service- to experience in taking part in difficulty of others	01/09/2019	01/09/2019	34
Teachers Day Celebration - to raise awareness about the role of teachers in playing quality education at all levels.	05/09/2019	05/09/2019	54
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1.Terrace Garden 2.Beach cleaning 3.Hospital campus cleaning 4.Plastic free environment programme 5.Plant app 6.Awareness programme on waste management and environmental sustainability (SMS)

**7.2 – Best Practices**

7.2.1 – Describe at least two institutional best practices

1. Honesty Counter It aims to cultivate sincerity and responsibility by among students. An ideal institution of higher learning provides opportunities for the students to learn in the campus. The learning experience is holistic so that the students are able to face the realities of life and lead a balanced life befitting the people. With this intention in mind, the college has introduced a system called Honesty Counter where the stationery requirements of the students are kept in boxes at the reception counter. There is no supervision and physical monitoring. The rates of the displayed items are listed on a board and students take whatever their requirement is and drop the equivalent currency into the box provided. Though this system was introduced with a feeling of apprehension as this is completely new both to the administration and the students, the students have displayed their sense of honesty and the sales and collection matched always, in fact there were times that a few rupees more was found, may be the students didn't have change or didn't mind dropping a few more rupees. This innovative practice has reinforced our faith in the goodness of humanity among our students. 2.Vegetable Garden Funds given to the needy students - During the COVID-19 times when educational activities had come to a standstill due to extended lockdown, the Principal with housekeeping staff of our College was busy in providing for College fees

of the needy students by growing vegetables in the College campus, thus paving a way for providing for their academic financial needs. The campus of Milagres college which is a private educational institution was wearing different look after the lockdown period. The Terrace Garden which was grown last year was shifted to the ground floor due to roofing. An organic vegetable garden could be seen within the campus of the college. An arrangement has been made to use the money earned by selling the vegetables grown in this garden to pay for the course fees of needy students. Varieties of vegetables were grown in the garden and about 500kgs of produce was obtained. These were sold to the public at Rs 50 per kg. 500 kg X Rs 50 Rs 2500 (June 2020 - August 2020). Using the profit generated, three needy students were financially assisted with Rs 5000 each for academic studies. These include Shwetha-III BCom, Eena-III BCom and Nikhitha - I BCom.

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

<http://milagrescollege.edu.in/naac-doc/2021-best-practices.pdf>

### 7.3 – Institutional Distinctiveness

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

To utilize young people's potential as agents of change, requires involving and empowering them in development, policies and supporting their participation at all levels. Empowered youth is the greatest force that drives the nation towards a bright future. To capitalize the youth power, India must improve the quality of its education, provide employment opportunities and allow full participation of youth in decision-making. The need to empower youth for a better tomorrow is connected both, to the financial elevation as well as increment of the standard of living. Youth empowerment in any development is imperative not only for national development of an entire country but also for personal development of an individual. In the view of empowering the youth, we Milagres college encourage and gives various opportunity to our students to participates in various skill development programs. The department of B.Sc. Food, Nutrition and Dietetics aims at enhancing human health and quality of life through education and innovations. In view of this, as a part of innovation the students of B.Sc. Food, Nutrition and Dietetics (FND) developed new food products pertaining to their subject under the initiative of our faculty. These food products were packed with nutrients that cater for different needs and promote the well-being of an individual. The products prepared were authenticated by renowned food industry Viola Trading Co., Goa where they were checked for quality and sensory characteristics. The new food product developed by the students of B.Sc. Food, Nutrition and Dietetics (FND) and B.Sc. Hospitality Science (H.S.) were sold in the event RELISH- the food festival organised by the college last year and income were generated. Relish food festival is an event that provides a common platform for the college students to present themselves, and inform the people about their tempting menu and new food items. Other than this, every week the students of the department of B.Sc. BHS sold the food product in the college and the income generated was Rs 3472/- (three thousand four hundred seventy two rupees). In the following year, the Department of B.Sc. FND along with the Department of B.Sc. HS have planned to sell food products for the event RELISH. The students of commerce department will be taking in charge of marketing these food products. By participating in such programmes, students get training through a non-formal educational set up, and can be considered the best investment for youth future. It not only plays a vital role in addressing the social, cultural and economic growth of the students but also student employability. Factors such gender, education and other environmental barriers that negatively affect youth

wellbeing on a macro scale can be addressed and help students acquire the knowledge, skill and competences they need to innovate and prosper.

Provide the weblink of the institution

<http://www.milagrescollege.edu.in/about-milagres-degree-college-mangalore.php>

### **8.Future Plans of Actions for Next Academic Year**

Proposed to introduce the following from the academic year 2020-21. 1. B.Sc. in Interior Design and Decoration, 2. UGC Career Oriented certificate course in Supply Chain and Logistic Management, 3. Diploma in Interior Design and Decoration, 4. Diploma in Hospitality Science. Promote faculty to undertake research and register for Ph.D. More number of Faculty Development Programme (FDP) aimed to increase teacher quality. Implementation of complete LMS. Complete online admission process. Minimum usage of paper in administration. Further strengthen and foster MoUs, linkages and collaborations. Undertake wide range of community development programs and extension activities. Promote Research culture through institution sponsored Projects (ISRP). Strengthen Alumni Association and engagement. To involve the students in the research process that would not only ignite the young minds to be more focused but also expose them to the process of conducting research as they gain a hands on experience. The students reach out to society with a selfless service mind to give back to the society through various programmes.