



## YEARLY STATUS REPORT - 2021-2022

<b>Part A</b>	
<b>Data of the Institution</b>	
<b>1.Name of the Institution</b>	<b>MILAGRES COLLEGE</b>
• Name of the Head of the institution	<b>MICHAEL L SANTHUMAYOR</b>
• Designation	<b>PRINCIPAL</b>
• Does the institution function from its own campus?	<b>Yes</b>
• Phone no./Alternate phone no.	<b>08242423822</b>
• Mobile No:	<b>9845165382</b>
• Registered e-mail	<b>mchm@milagrescollege.edu.in</b>
• Alternate e-mail	<b>milagrescollege@yahoo.com</b>
• Address	<b>Falnir Road, Hampankatta</b>
• City/Town	<b>Mangaluru</b>
• State/UT	<b>Karnataka</b>
• Pin Code	<b>575001</b>
<b>2.Institutional status</b>	
• Affiliated / Constitution Colleges	
• Type of Institution	<b>Co-education</b>
• Location	<b>Urban</b>
• Financial Status	<b>Self-financing</b>

• Name of the Affiliating University	<b>Mangalore University</b>												
• Name of the IQAC Coordinator	<b>Mrs Chethana Kumari</b>												
• Phone No.	<b>08242423822</b>												
• Alternate phone No.	<b>08242423822</b>												
• Mobile	<b>9071827414</b>												
• IQAC e-mail address	<b>iqacnaac@gmail.com</b>												
• Alternate e-mail address	<b>chethanakumari@milagrescollege.edu.in</b>												
<b>3.Website address (Web link of the AQAR (Previous Academic Year)</b>	<a href="http://milagrescollege.edu.in/images/AQAR%202020-21.pdf">http://milagrescollege.edu.in/images/AQAR%202020-21.pdf</a>												
<b>4.Whether Academic Calendar prepared during the year?</b>	<b>Yes</b>												
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="http://milagrescollege.edu.in/images/Hand-book-2021-22-new.pdf">http://milagrescollege.edu.in/images/Hand-book-2021-22-new.pdf</a>												
<b>5.Accreditation Details</b>													
<table border="1"> <thead> <tr> <th>Cycle</th> <th>Grade</th> <th>CGPA</th> <th>Year of Accreditation</th> <th>Validity from</th> <th>Validity to</th> </tr> </thead> <tbody> <tr> <td><b>Cycle 1</b></td> <td><b>B++</b></td> <td><b>2.79</b></td> <td><b>2020</b></td> <td><b>08/01/2020</b></td> <td><b>07/01/2025</b></td> </tr> </tbody> </table>	Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to	<b>Cycle 1</b>	<b>B++</b>	<b>2.79</b>	<b>2020</b>	<b>08/01/2020</b>	<b>07/01/2025</b>	
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<b>6.Date of Establishment of IQAC</b>	<b>01/06/2015</b>												
<b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>													
<table border="1"> <thead> <tr> <th>Institutional/Department /Faculty</th> <th>Scheme</th> <th>Funding Agency</th> <th>Year of award with duration</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td><b>NIL</b></td> <td><b>NIL</b></td> <td><b>NIL</b></td> <td><b>NIL</b></td> <td><b>NIL</b></td> </tr> </tbody> </table>	Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	<b>NIL</b>	<b>NIL</b>	<b>NIL</b>	<b>NIL</b>	<b>NIL</b>			
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<b>NIL</b>	<b>NIL</b>	<b>NIL</b>	<b>NIL</b>	<b>NIL</b>									
<b>8.Whether composition of IQAC as per latest NAAC guidelines</b>	<b>Yes</b>												
• Upload latest notification of formation of IQAC	<a href="#">View File</a>												
<b>9.No. of IQAC meetings held during the year</b>	<b>1</b>												

<ul style="list-style-type: none"> <li>Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	No	
<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	<a href="#">View File</a>	
<b>10. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	No	
<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>		
<b>11. Significant contributions made by IQAC during the current year (maximum five bullets)</b>		
<p>E-Content Development IQAC took initiative in conducting Student Capacity Building Programmes Education through Vegetation concept was developed IQAC in collaboration with commerce department organized national workshop IQAC took initiative in conducting national level seminar 'Bashasangam' organized by Language Department</p>		
<b>12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year</b>		
Plan of Action	Achievements/Outcomes	
Education through Vegetation	Amount earned from this was given as scholarship to the poor students	
Student Capacity Building Programme	Conducted capacity building programmes for all the students	
<b>13. Whether the AQAR was placed before statutory body?</b>	No	
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>		
Name	Date of meeting(s)	
Nil	Nil	
<b>14. Whether institutional data submitted to AISHE</b>		

Year	Date of Submission
2021-22	09/01/2023

### 15. Multidisciplinary / interdisciplinary

The college is a multidisciplinary college which offers programs for commerce, science and arts streams. Vision of the college says empowering the youth through value based education to enhance the quality of life and better future. NEP introduced during the academic year which incorporated holistic multidisciplinary approach to embed skills among the learners and teachers. An education system that contributes to an equitable and vibrant knowledge society, by providing high-quality education to all. The faculty members, students and parents are given required inputs for the implementation of NEP. The students are given orientation in the beginning of each semester regarding the open elective courses offered in the college and which can be selected along with their curriculum across the stream. The departments of the college have prepared about open elective offered as a part of interdisciplinary approach of NEP. It is proposed to develop graduate attribute at appropriate level which act as common denominator for curriculum across the universities. The programme designed shall empower graduates as expert problem solver using their disciplinary knowledge and collaborating with multidisciplinary terms. Open elective helps the students to study the important area of other streams which helps to get some knowledge for their future. Financial literacy is the open elective offered by commerce department to other streams where students learn some basic concept of finance which helps them to know the basic aspects. Mangalore university has designed the implementation of the multidisciplinary and holistic education in all the under graduate programmes.

### 16. Academic bank of credits (ABC):

Academic Bank of credit (ABC) is a virtual and digital storehouse that contains the information of the credit earned by the individual students throughout their learning journey. Right from evaluating teaching-learning practices to bringing innovations in the field of education, UGC introduces various schemes from time to time for quality assurance .Continuing the chain of building transformative educational setup, UGC has introduced the "Academic Bank of Credits" (ABC). It helps faculty to manage & check the credits earned by students. It enables the students to open their accounts and give multiple options for entering and leaving colleges and universities. There will be multiple exit and entries points during higher education tenure and credits will be transferred through the

Academic bank of credit. It can be considered as an authentic reference to check the credit record of any student at any point of time. Thus, the concept of ABC is fuel to boost the efficiency of faculty and help students embrace a multi-disciplinary educational approach. The idea is to make students "skillful professionals" and help their overall growth. NEP facilitated the learner to have wide range of learning opportunities across the world without having any impact due to the difference circumstance; and thereby ensures the new learning horizons. The inter-disciplinary & multi disciplinary approach is the need of the hour. With the Academic Credit Bank, HEIs will be able to help students learn subjects of their choice and become "skill-oriented" graduates.

### **17.Skill development:**

Skill development is a process of identifying your skill gap and ensuring you develop these skills. Your skills determine your ability to execute plans and achieve your goals. Skill development and training is an integral part of an employee's life. Organizations that encourage skill development have a stronger workforce, employees are motivated and engaged, and have higher productivity. The institution is affiliated to Mangalore University and hence the curriculum of the university is followed. NEP introduced skill enhancement course (SEC) as compulsory courses to all students. Under skill based courses, digital fluency, environment studies, financial education and Investment awareness, Artificial Intelligence and cyber security introduced for first three of study. Health and wellness, yoga, NSS, Sports and NCC introduced as value based courses under skill enhancement courses. Besides these skill enhancement courses, the college offers 14 different add-on course based on skill development like Tally, Soft skill, GST, Beautician, Spoken English, Drama, Culinary art, Personal Investment, Journalism, Craft and Embroidery, First Aid Photography, Event management and Yoga here students are free to opt one course for one academic year which help students in future. College conduct Student capacity building programme where students get trainings on the topic how to face interview, preparation for competitive exams. Every year college organizes Job Fair where lots of job opportunities are created to the students based on their skills. College provides skill based and value based education to the students.

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

The National Education Policy 2020 lays special emphasis on the promotion of Indian Languages, Arts and Culture, and tries to remove

this discontinuity in the flow of Indian Knowledge System by integrating IKS into curriculums at all levels of education which would not only develop a strong sense of identity and aesthetic outlook but also enhance creative and cognitive skill among the students. The college offer Hindi, Kannada, Konkani or Malayalam as second language as the part of curriculum. Along with curricular activities, college as given equal importance to extracurricular activities like drawing, music, drama, cultural activities etc will be conducted by students of several clubs and associations with the guidance of teacher. College celebrates all national festivals like Onam, deepavali, Christmas and Ramzan, main purpose of celebrating festivals is to know cultural and traditions. To develop the Indian cultural among students college offers some add on course like dance and drama, yoga, craft and embroidery. To showcase the traditions of all country college conducts traditional King and Queen Competition among the students. Traditional day and musical events will be conducted every year. Teaching in college is multi lingual in nature despite being official declared English as medium of instruction.

#### **19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):**

Outcome-Based Education (OBE) is a student-centric teaching and learning methodology in which the course delivery, assessment are planned to achieve stated objectives and outcomes. It focuses on measuring student performance i.e. outcomes at different levels. As the college affiliated to Mangalore University, board specified programme outcome and course outcome are discussed at the university level. Every teacher is expected to focus on outcome based education while delivering the content of the course. College conduct one week bridge course for the 1st year students in the beginning of the academic year and test will be given for the student based on bridge course, which helps the teacher to identify slow learner and advanced learner. Slow learner will be called for extra classes and more attention will be given and their performance will be measured by the teachers in the internal exams. Various teaching methods are applied by the teachers to reach the OBE like senior students teach lessons to junior class, Group discussion on the related topics, seminars, project work which helps the students to get practical knowledge of subjects, internship on hourly basis and industrial visits. Earn while learn concept was implemented by the college where hotel management students prepare the food items and the commerce students do the marketing of prepared food, so both streams get knowledge practically all such methods are followed by the college to reach the OBE.

#### **20.Distance education/online education:**

As the college affiliated to Mangalore University which offers the entire programme in regular mode. The college has developed very good ICT facilities in all the classroom and all the teachers and students are trained regarding online teaching and learning modes. All the teachers are encouraged to use latest teaching aids available for effective teaching-learning processes. The college has set up a YouTube Channel in the name of Milagres LMS where the staff records their lectures and uploads the videos on it for the students to view. The institution has also provided all the staff with Google workplace official email IDs so they can handle their online classrooms, upload notes, and all the features pertaining to the Google classroom without any difficulty. Each class coordinators create official class group in watsup app where important notice, exam time table and link of class video are provided to the slow learners and absentees for their better understanding of the concept.

### Extended Profile

#### 1.Programme

1.1	199
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

#### 2.Student

2.1	669
Number of students during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

2.2	263
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

2.3	259
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>3.Academic</b>	
3.1	23
Number of full time teachers during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
3.2	23
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>4.Institution</b>	
4.1	17
Total number of Classrooms and Seminar halls	
4.2	50.497
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	57
Total number of computers on campus for academic purposes	

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

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

For the effective curriculum delivery 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 (HOD), 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 institution has the following Mechanism for the effective curriculum delivery.

- Timetable Committee prepares a detailed timetable regarding curricular co-curricular and extra-curricular activities
- Attendance of 75% is maintained for all the students
- Teaching plan for its subject is prepared by the subject teacher
- Heads of department keep an eye on the program Of The curriculum
- The department of activities are continuously monitored and received by the IQAC
- Teachers are motivated to participate in seminars workshop and researches
- Institution collect feedback from faculty, students, Alumni and parents

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	Nil

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

Before the commencement of each semester, University notifies an academic calendar for all the programs, which contains the date of commencement, last working day of the semester, Internship schedule and dates for semester-end examinations. Milagres Degree College follows the calendar issued by the University strictly and plans all its activities including the conduct of Continuous Internal Evaluation (CIE). Syllabus coverage for each CIE is decided well in advance and faculty members adhere to it. Internal Assessment tests (IA), assignments, are part of the Continuous Internal Evaluation (CIE) of students. There is a well-defined process for the conduct of CIE as per the calendar of events. The course instructors prepare

IA question papers based on the syllabus and scheme of evaluation, reviewed by the stream coordinator and approved by the exam committee. The internal assessment test timetable prepared by the examination committee is published to stakeholders, and conducted as per the schedule. Post IA tests, evaluation of answer scripts, and calculation are carried out by respective Course Instructors. The Principal, through the academic committee meetings, frequently reviews the semester's progress and provides suitable suggestions

File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
Link for Additional information	Nil

**1.1.3 - Teachers of the Institution participate in B. Any 3 of the above following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.**  
**Academic council/BoS of Affiliating University**  
**Setting of question papers for UG/PG programs**  
**Design and Development of Curriculum for Add on/ certificate/ Diploma Courses**  
**Assessment /evaluation process of the affiliating University**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	No File Uploaded

## 1.2 - Academic Flexibility

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

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

4

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

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

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

15

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

669

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

669

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

**1.3 - Curriculum Enrichment**

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

**Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into**

## the Curriculum

The mandatory courses prescribed by Mangalore University which address cross-cutting issues relevant to Gender Environment and Sustainability. The College establishes gender sensitization and awareness among students in both theory and practice through implementation of the prescribed curriculum in theory while involving students in various activities, in practice. The College is a co-educational institution that focuses chiefly on changing profile of gender in India. The Women's Cell conducts various special lectures on gender related topics on special occasions. Both boys and girls are encouraged to realize the equality in gender, social justice, human rights, and professional ethics. Interactions with successful women have helped our female students realize the positioned power of women, and opportunities that are available to them. Associations conduct collage making competitions, debates and essay writing competitions on issues related to women. The subject paper on Environmental Studies creates an awareness of prevailing issues like environmental pollution and global warming. Implementation of value based education imparts holistic education to mold the students to become responsible citizens of tomorrow. Inter-class competitions are conducted throughout the year and students are awarded on College day.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	<a href="#">View File</a>

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

3

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

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

254

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

## 1.4 - Feedback System

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

**B. Any 3 of the above**

File Description	Documents
URL for stakeholder feedback report	<a href="#">View File</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	No File Uploaded

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

### C. Feedback collected and analyzed

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	Nil

## TEACHING-LEARNING AND EVALUATION

### 2.1 - Student Enrollment and Profile

#### 2.1.1 - Enrolment Number Number of students admitted during the year

##### 2.1.1.1 - Number of sanctioned seats during the year

360

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

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

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

196

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

### 2.2 - Catering to Student Diversity

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

Milagres College keep monitoring and evaluating the newly admitted students. Bridge course is conducted in every Department and language to improve the basic knowledge. We start the foundation with basic fundamentals and then step wise moving into the technical

concepts of the subject. At the end of the course a test is conducted in order to evaluate the performance. The level of understanding the particular subjects is evaluated by conducting diagnostic test. Students are categorised as slow and advance learner based on their performance.

Slow learners are identified and difficult portions are retaught through remedials, doubts are cleared and retests are conducted if needed. They are permitted to borrow extra book from the college library.

Advanced Learners are encouraged to research more regarding the syllabus as well as to take up internships during semester breaks. Participation in national and international seminars and conferences, presentation and publication of research data is also encouraged. Subject video is done and the same will be uploaded in the website and LMS for students reference. Scholarship and concessions in fee is given to advance learners. Rank holders are felicitated on Annual Day.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	<a href="#">View File</a>

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

Number of Students	Number of Teachers
669	23

File Description	Documents
Any additional information	<a href="#">View File</a>

## 2.3 - Teaching- Learning Process

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

All the departments adopt teaching methodology which involves students participation. Group discussions, seminars using PPT, participation in national/regional seminars organized by other Institutions encourage interactive and collaborative learning among the students. Some of the instructional techniques include peer

teaching, autonomous learning through assignments, quizzing, and book reviews. Students are encouraged to participate in and present papers in seminars and conferences held by the university and other institutions, which helps to instill a research culture in them. When students assist teachers in planning seminars, conferences, and festivals, they learn how to manage their time, work in teams, and be responsible.

Our college magazine "Milagres Miracle" encourages student writing. For their overall development, students are given access to add-on, certificate, and diploma courses. Students have access to a sufficient classrooms, contemporary facilities, drinking water, restrooms, hostel amenities, and both outdoor and indoor games.

Individual projects and assignments are given to students in order to promote independent learning. They are given group tasks and activities that encourage teamwork and peer learning. Students will receive experiential learning through extracurricular activities, internships, and training.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	Nil

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

ICT expands educational chances for the people and creates information-rich learning environments, making the educational system more effective, engaging, and capable of delivering more powerful instruction. College is prepared to adopt ICT-enabled teaching and learning methods. All classrooms and computer laboratories have LCD projectors. Computers and high-speed internet access are available in all departments. Throughout the year, the college held faculty training programmes for the creation of E-content and the use of E-resources. LCT is used by the teacher to run classes. Faculty employ information and communication technology ICT in the teaching-learning process to guarantee that students take an active part in the learning process. The college has an LMS facility where teachers can submit lesson videos, class materials, and assignments to help students understand the content even when they are not in class. For the use of the faculty and students, the library has subject-related CDs. E-resources like INFLIBNET, which



aid in search for teachers at college, are available. Students are provided with a link to the faculty's video lectures on YouTube after been recorded. Digitally equipped seminar rooms and auditoriums are used for guest lectures and student interaction.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

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

#### 2.3.3.1 - Number of mentors

22

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
mentor/mentee ratio	<a href="#">View File</a>

## 2.4 - Teacher Profile and Quality

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

23

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

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

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

0

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	<a href="#">View File</a>

**2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)****2.4.3.1 - Total experience of full-time teachers**

105

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

**2.5 - Evaluation Process and Reforms**

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

At the college level, a reliable and open procedure has been devised to address complaints regarding examinations. The faculty has received training in creating clear question papers. The paper valuers adhere to the department-discussed valuation scheme. In the presence of the teacher, students are permitted to review their evaluated answer scripts and bring out any anomalies. Any complaint that cannot be settled at that level is forwarded to the department head, vice principal, or principal. Two internal exams, assignments, seminars, and weighting for attendance are used to determine the assessment marks. Exam dates will be notified and the question papers will be written and submitted to the Examination Committee before three weeks of the start of the internal examination. Following the completion of the exams, the college calendar will be

updated with the students' grades, and the parents will be informed of this. Students are advised to verify internal assessment marks that are duly signed by them before submitting to the University. Internal assessment marks will be sent to the college office and will be alerted to the parents through the ERP app/SMS.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	Nil

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

At both the institutional and university levels, the evaluation system employs a two-pronged evaluation technique. The college's examination committee investigates the examination administration procedure, assigns internal assessment marks, and resolves complaints. The institution specifies the likely dates of internal exams in its academic calendar based on the university's academic calendar. The schedule is created by the committee and posted on the notice board. It creates the list of invigilators and informs the relevant faculty of it. Additionally, it gathers questions from the relevant teachers and specifies a deadline for marking internal marks and evaluating the answer scripts. It makes the essential preparations for a possible re-examination. In the classrooms, answer scripts are distributed. If there are any totalling problems, students may correct the marks.

At the university level: Students receive their hall passes well in advance of the semester examination. The examination committee should be contacted with any complaints regarding the admission tickets. Any complaints regarding the end-of-semester exams should be sent to the university. A student has the option to choose between personal seeing, re-totalling, or reevaluating the answer script under the redressal procedure.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	Nil

## 2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the

Programmes offered by the institution.

The Program Outcomes and Programme Specific Outcomes are linked to the Course Outcomes, which are rigorously evaluated as well. As a result, achieving course outcomes also means achieving programme outcomes and programme-specific outcomes. The POs are addressed and conveyed during the staff meeting at the start of the academic year, and HODs and Co-ordinators of each programme provide orientation towards Programme Outcomes (POs), Programme Specific Outcomes (PSOs), and Course Outcomes (COs). The departments also provide orientation programmes for students regarding POs, PSOs, and COs as well as course curricula and evaluation plans for each programme independently. The HOD outlines the programme and course outcomes to the students at an orientation session held at the start of the school year.

The four programmes, which include the College's offered foundation and language courses, total 150 courses.

Every course has a distinct goal with a clear knowledge component. The Programme Outcomes, Programme Specific Outcomes (PSOs) and Course Outcomes (COs) are published at Institution Website ([www.milagrescollege.edu.in](http://www.milagrescollege.edu.in)) and may be accessible by all the stakeholders. Student notice board: Each program's POs, PSOs, and COs are listed on the student notice board.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	<a href="#">View File</a>

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

Creating proper COs for each course in undergraduate courses is the first step in achieving POs, PSOs, and COs. The relevant faculty member in charge develops course outcomes (COs) based on curriculum and requirements of industry. A weighted average of direct evaluation and indirect assessment is used to determine if the program's overall objectives and specific objectives are met. Direct attainment is given a 70% evaluation weighting, indirect attainment is given 30% assessment weighting. The direct and indirect method of attainment of program outcomes and program specific outcomes are:

Through the mapping of questions to course goals and programme outcomes, the student performance on the exams at the end of each semester in each course is utilised as a medium to evaluate the level of attainment of POs and PSOs. The faculty in charge and programme coordinators evaluate and maintain the connecting and mapping of semester examination questions with POs for every course in the programme.

For each subject in a semester, there are two mid-semester internal exams. Each student is given assignments, seminars covering COs and POs throughout the programme in each course in addition to the written exams. Depending on how well a student performs, grades are given.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	Nil

### 2.6.3 - Pass percentage of Students during the year

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

223

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	Nil

### 2.7 - Student Satisfaction Survey

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

<https://milagrescollege.edu.in/images/naac/SSS%202021-22.pdf>

### RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 - Resource Mobilization for Research

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

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

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

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

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

0

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

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

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

3

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 3.2 - Research Publications and Awards

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

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

6

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

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

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

0

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 3.3 - Extension Activities

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

Under the auspices of the NSS, the YRC, and the Outreach Program, the Institute aims to raise awareness of various social issues and to encourage community participation in support of holistic

development, in which students can participate. We organize a wide range of activities.

As part of Environment cleaning programs. Programmes like beach shore cleaning, river side cleaning and planting saplings were conducted to create awareness among the young generation.

"International Yoga Day" was celebrated for making the students mentally and physically fit.

The following activities will be implemented to involve faculty, students and staff in the neighbourhood community. Swachh Bharat Initiatives, NO to Plastic Campaign, Kargil Vijaya Divas, Blood Donation, Blood Donor Day, World No Tobacco Day, Constitution Day, Sadbhavana Day, POCSO Act.

In keeping with the Swachh Bharat initiatives all across the country, students reached out to campus cleaning, as part of the Outreach Programme. Rifle training Program for the NCC cadets, Talk on Fundamental Duties.

NSS Unit organised a webinar with Karnataka State NSS Cell and Vegan Outreach this was an "Animal rights Awareness Drive". Awareness campaign by the Police Officials.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

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

1



File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>

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

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

**34**

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	<a href="#">View File</a>

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

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

**1682**

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### **3.4 - Collaboration**

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

50

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded

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

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

6

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<a href="#">View File</a>

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

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

Milagres College is housed in a five storeyed building constructed in 2016. There are 15 classrooms equipped with ceiling mounted LCDs, fixed green chalkboards and Ethernet connectivity. There is provision for portable LCD projectors. The entire College building is equipped with CCTV surveillance. Fire extinguishers are installed at every floor. The building has elevator facilities. Each floor has separate ladies and gent's washrooms and rest rooms, Purified drinking water facilities, and separate ladies and gent's

staffrooms. The computer laboratory has 50 computers with internet connection.

The College houses a library with 7757 books and INFLIBNET facility. The food production laboratory can accommodate 40 students for practicals. Food and beverage service training laboratory is well equipped with essential cutlery and crockery items. Gueridon trolley for teaching the students about flambé and live presentation is provided. Students get trained in cleaning and setting a hotel room at the Housekeeping laboratory and model guestroom. Front office laboratory is based on the model of a hotel where students are trained to carry on hotel guest cycle. In FND laboratory students conduct experiments in biochemistry, biology and human physiology. The IDD lab can accommodate 28 students. Auditorium, seminar hall, conference hall, rooftop hall are available.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

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

The College has ground within the campus consists of outdoor games such as football, basketball, throw-ball and volleyball. Indoor games are also given prominence such as carrom, chess and table tennis. The College has established a gymnasium with necessary equipments. There is a full time Physical Education Director. Regular yoga training is provided by external experts. It is also a part of add-on certificate course.

The College conducts talents exhibition events like variety entertainment, Talents day, Singing competition, etc. Training is provided by professionals in dramatics, dance and singing on a regular basis. The fine arts association conducts Inter collegiate, interclass cultural events at regular intervals. The College has choir which regularly brings laurels to the College. Students are trained in the traditional instrument Ghumat. With assistance from the Konkani Sahitya Academy, the College organised a diploma course for 50 students. A variety of cultural programmes are performed by the students under the guidance of the Fine Arts Association at the Annual Day and other College events. The range of Co-curricular learning is rooted in belonging to different student associations,

Each association has a faculty member and student representative who plan and oversee the execution of the events.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

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

17

##### 4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

17

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

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

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

4.17

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

## 4.2 - Library as a Learning Resource

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

Description of ILMS is as follows:

- Name of the ILMS Software : Easy lib.
- Nature of automation : Partial
- Version : 4.3.3
- Year of Automation : 2018-19

Milagres College Library is housed in the 3rd Floor of the College building with in an area of 135 sq .mts. Library is equipped with 120 seating capacity and is open from 8:30am to 5:00pm. Library is partially automated. It has access for e-resources and CD's/DVD's.

The library is enriched with adequate collection of Reference books, Textbooks, Journals, Magazines, Newspapers, eBooks and Periodicals along with the separate reading rooms for the students and staff. The visitor record is maintained for students and faculty members. The library is under surveillance of CCTV cameras and is fully automated.

The library is a member of N-List consortia of information library network (INFLIBNET). Under this consortium, library provides more than 3135000+ e-books and 6000+ e-journals to students and faculty members. Internet and reprography facility with computer system, bar code scanner, printer and audio-visual unit are available in the library.

EASYP LIB Integrated Library Management Software is used for library transactions. Partial Library automation was started with the purchase of Easy Lib Software, Version: 4.3.3 in 2018.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	Nil

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

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

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

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

0.79

File Description	Documents
Any additional information	<a href="#">View File</a>
Audited statements of accounts	<a href="#">View File</a>
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

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

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

35

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	<a href="#">View File</a>

#### 4.3 - IT Infrastructure

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

The College aims at providing futuristic facilities to its staff and students. LCD projectors, computers and all the IT related requirements are put to use. The internet speed has been enhanced to 100 MBPS.

The College is facilitated with 77 computers, which includes 50 computers at the computer laboratory that are accessible to the students as well as the teachers for academic purposes. The Computer Laboratory also has a LAN server connection and UPS facility.

The borrowing of books in the library is digitized by the use of Integrated Library Management System (ILMS).

Information regarding examinations, meetings, information to staff during vacation, readmission, etc is sent through SMS. In case a student is absent the same is intimated to the parents through SMS. LEARNING MANAGEMENT SYSTEM was introduced during the COVID-19 Pandemic.

A recording facility was setup in the college, where the lecturers recorded themselves taking a lecture over their respective subjects, which was then edited and then uploaded to the college LMS and YOUTUBE channel.

Information about upcoming events is available on the website [www.milagrescollege.edu.in](http://www.milagrescollege.edu.in) which is contracted to Chillipages, a software provider. For easier communication, circulars including important notices to students and parents are also posted online.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

#### 4.3.2 - Number of Computers

57

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Student – computer ratio	<a href="#">View File</a>

#### 4.3.3 - Bandwidth of internet connection in the Institution A. ? 50MBPS

File Description	Documents
Upload any additional Information	<a href="#">View File</a>
Details of available bandwidth of internet connection in the Institution	No File Uploaded

#### 4.4 - Maintenance of Campus Infrastructure

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

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

34.57

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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

The College follows established systems and procedures for maintaining the building in a regular on-going process.

A record book of physical maintenance requirements is maintained for various services like electrical, plumbing and housekeeping.

The cleanliness of the classrooms, seminar hall, laboratories, faculty rooms, office, library corridors and washrooms are maintained on daily basis. The stock registers are updated at the end of each semester. Stock verification of the Departments is done under the supervision of the HOD.

To have bulk power supply, the College has installed transformer and High-Tension power controller unit within the campus. Twosolar lights are installed as a power saving and eco- friendly measure.



The classrooms, computer Lab, departments, library, principals chamber and administrative section have Uninterrupted Power Supply (UPS) and have been upgraded. Fire extinguishers are installed at every floors. An LED TV is installed at the ground floor which displays the events of the college.

The Laboratory of the Department of B.Sc. HS and B.Sc. FNDare used for conducting short-term courses on culinary arts and awareness on food nutrition and hygiene for the public. Add on certificate course in culinary arts for the student of various streams is conducted once a week.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

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

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

41

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefitted by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

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

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

78

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>

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

**A. All of the above**

File Description	Documents
Link to institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

786

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

786

File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

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

**A. All of the above**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

## 5.2 - Student Progression

**5.2.1 - Number of placement of outgoing students during the year**

**5.2.1.1 - Number of outgoing students placed during the year**

**146**

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	No File Uploaded

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

**5.2.2.1 - Number of outgoing student progression to higher education**

**81**

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	<a href="#">View File</a>
Details of student progression to higher education	<a href="#">View File</a>

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

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

2

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	No File Uploaded

### 5.3 - Student Participation and Activities

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

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

14

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

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

The Students Council is the most important body representing all the students of the College. The student representatives work as office bearers and members in the council, and works for the general interest, welfare of the College. The council organizes various activities like College Day, Sports Day, Teacher's day, Workshops, Blood Donation Camps etc. Regular meetings are held to discuss and plan programmes and routine activities.

The Inauguration of Student Council was held on December 16, 2021. Chief guest for the day was Mr Donald and Mrs Eulalia Pinto, Entrepreneurs, Oman.

Chief Guest addressed the gathering leadership and excellence is a part of the journey of student's life. Every student needs to have a vision and mission and strive towards excellence in order to become ambassadors of the Institution. As leaders there is need to be a balance between students and faculty in order to have a vigorous and healthy atmosphere. The Correspondent in his presidential message emphasized that leader is the one who serves and should not only be representatives who live up to the faith and trust laid on them but also should be the channel who will be a bridge between the management and student community and save the community in better manner.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

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

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	<a href="#">View File</a>

## 5.4 - Alumni Engagement

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

MICAA contributes to the development of the institution and it is an active body with many alumni/nae members. It has organised webinars on "Using right time for better perspective" by alumni Mr Albert and "Key to success in the Corporate field" by alumni MrSavio. MICAA cherishes and preserves its relationship with its alumni/nae by inviting them to all the important events. Many of the alumni/alumnae extend their support the College during the Avishkar 2022, Annual Sports and College 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.

There is an alumni office within the campus in Milagres Boys Hostel Room No. 001, Door No. 14-5-606-1for the convenience of office bearers to conduct meetings. 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 organization as its major concern.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

**5.4.2 - Alumni contribution during the year (INR in Lakhs)**      E. <1Lakhs

File Description	Documents
Upload any additional information	<a href="#">View File</a>

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

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

Milagres College is housed in a five storeyed building constructed in 2016. There are 15 classrooms equipped with ceiling mounted LCDs, fixed green chalkboards and Ethernet connectivity. There is provision for portable LCD projectors. The entire College building is equipped with CCTV surveillance. Fire extinguishers are installed at every floor. The building has elevator facilities. Each floor has separate ladies and gent's washrooms and rest rooms, Purified drinking water facilities, and separate ladies and gent's staffrooms. The computer laboratory has 50 computers with internet connection.

The College houses a library with 7757 books and INFLIBNET facility. The food production laboratory can accommodate 40 students for practicals. Food and beverage service training laboratory is well equipped with essential cutlery and crockery items. Gueridon trolley for teaching the students about flambé and live presentation is provided. Students get trained in cleaning and setting a hotel room at the Housekeeping laboratory and model guestroom. Front office laboratory is based on the model of a hotel where students are trained to carry on hotel guest cycle. In FND laboratory students conduct experiments in biochemistry, biology and human physiology. The IDD lab can accommodate 28 students. Auditorium, seminar hall, conference hall, rooftop hall are available.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

The top Management of the institution in consultation with the Principal provides leadership in all academic and institutional

practices. The Principal co-ordinates on all academic matters through the Heads of Departments who are appointed on a rotational basis. In this way, all faculties of the departments get to play a role in decision-making and participative management of their respective departments. The inclusion of teachers' representatives in the Governing Body of the College also on a rotational basis enables the faculty members to participate in different academic deliberations and often play a role in decision-making. University examinations are conducted in the institution through committees set up for the purpose and here too responsibility and leadership is delegated to the faculty members, e.g., officers-in-charge are now appointed on a rotational basis and they are responsible for the smooth conduct of each set of examinations. Participative management and decentralization are also evident in the shuffling of committee members which ensures that faculty members play an active role in different committees during their tenure. The entire process of participation and decentralization is coordinated by the Principal.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Effective leadership is seen across the board, both vertically and horizontally. The college has been using ICT for teaching learning purposes since 2016. Along with extensive use of Laptops for classroom, the college had provided Projector enabled classrooms, making ICT an integral part of the teaching process. In 2019-20, the college has upgraded itself to e-learning through Aptra Learning Management System, an online learning platform. It has enabled 'lecture-capture facility' through installation of recording devices and subsequent access to the recorded lectures by the students that allowed better learning outcomes in tandem with the rapid and radical change of curriculum from annual to semester system. The Aptra Learning Management System has also aided in recording special lectures or talks delivered by eminent the college has been quick to adopt to online teaching. Online training programmes for both teachers and students were organized with Aptra representatives and trainers to familiarize them with the virtual platform for live



classroom teaching. This online portal has aided in smooth running of the teaching-learning process. The college also has set up a YouTube channel called Milagres LMS where the lecturers recorded videos are uploaded for the masses to view.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	<a href="https://www.youtube.com/@milagreslms7063/videos?view=0&amp;sort=dd&amp;shelf_id=0https://mangaloreuniversity.ac.in/">https://www.youtube.com/@milagreslms7063/videos?view=0&amp;sort=dd&amp;shelf_id=0https://mangaloreuniversity.ac.in/</a>
Upload any additional information	<a href="#">View File</a>

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

The 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 decentralized system of the college 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 meetings. The students give their suggestions through the Students' Council, staff members through the Staff Council, parents through PTA and Alumni through the Alumni Association.

The College Librarian is responsible for the smooth functioning of the Library. The Physical Education Department monitors sports-related activities. It assists in conducting the activities of interclass and inter-collegiate sports activities.

The Students' Council consists of the President, Vice President and Secretary. 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.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
Upload any additional information	<a href="#">View File</a>

### 6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<a href="#">View File</a>

## 6.3 - Faculty Empowerment Strategies

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

The Institution has performance appraisal system which is set by the IQAC and the Management of the college. The staff are evaluated on the overall performance, quality of work done, etc. The institution selects 1 best teaching and 1 best non-teaching staff and are honored with a cash prize certificate and a memento on the annual day.

The teaching staff are provided with 15 days Casual leave, 10 days of Earned leave and semester end vacation. The non-teaching staff are provided with 15 days Casual leave and 20 days of Earned leave. This leave is sanctioned by the Catholic board of Education.

All the staff are provided with gratuity services which can be claimed after minimum of 5 years of service.

Celebration of important festivals for the teaching and nonteaching

community, Parking Facility, Internet Facility for the faculty and nonteaching staff. First Aid facilities. The non-teaching staff are provided with PF and ESI.

The institution has set up a staff welfare fund where staff can apply for 50% of their monthly salaries amount as loan without any interest.

The institution has setup a research seed money which can be utilized by the staff for their research related work.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

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

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

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

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

3

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

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

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

6

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

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

There is an Internal Performance Appraisal system for all its staff members headed by the Principal of the Institution. The Principal monitors and evaluates the performance of all its staff and communicates the areas of improvement or the overall performance annually or as per requirement. The students at the end of their course give an feedback about all the teachers subject wise. There

are Grievance Redressal and Suggestion box placed at strategic locations in the campus where the students can express their query or concern about teachers which is also considered by the Principal. All these are scrutinized and assessed by the Principal. The Principal further communicates the outcome with the staff members in a completely confidential manner.

The staff records a brief statement of work done in each class at the end of the particular working day. It is signed by the Principal at the end of every week. The uploaded diary is made available for inspection to any official of the University.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

## 6.4 - Financial Management and Resource Mobilization

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

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.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

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

11

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

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

The institution is administered by the Governing Body following the best possible practices in the given working scenario. The institution always ensures that the funds/resources are collected on timely basis and are utilized in the best possible way by ensuring judicious investments and restricting to budgeted expenditure. The main sources of receipts are fees collected from students, interest on fixed deposits, fines and other miscellaneous income from sale of old newspapers, magazines, scraps etc. Fee collection is done in a systematic way within a time frame. Students are informed about the time schedule through notifications on college notice boards, website and through text messages. After collection of funds, the surplus is invested in fixed deposits of varied tenures.

All purchases are made after inviting requisite number of quotations and their proper scrutiny. All the expenditures are checked and approved by at least five office bearers and authorities. Internal checks and controls are very much in place which ensures transparency in financial resource management. The resources are carefully allocated to meet overall administrative requirements

including recruitment of staff as and when required, infrastructural upgradation and maintenance, enhancement of teaching learning environment, faculty development etc.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

## 6.5 - Internal Quality Assurance System

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

**IQAC, organizes workshop, training program for faculty members periodically to upgrade teaching learning process.**

The IQAC contributes significantly for institutionalizing the quality assurance strategies and processes in following ways by organising National Seminar, workshop and training programme for faculty member periodically.

Student Capacity building Programme was organised by IQAC for the development of learning abilities and 15 different add on courses was introduced for the skill development of the students.

IQAC took the initiative in bounding good relationship between teacher and students through mentoring system. Under mentoring process each teacher will be allotted with number of students, here students feel free to share their opinions with their mentors who help the students academically as well as personally. As a result each individual student has been monitored. This helps to know the financial position of the students.

As proposed by IQAC committee an Education through Vegetation concept was set up, where vegetables are grown in the college campus and that will be sold. The profit earned by vegetation is used for the education of poor students in the college.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

In order to enhance the quality of the institution in all spheres, various quality assurance strategies initiated by The IQAC of the institution are as under:

All the teachers are encouraged to use latest teaching aids available for effective teaching-learning processes. ICT Facilities are installed in all the classrooms of the college. Teachers are motivated to prepare research papers and for minor projects.

The college provides platform for the students to participate in Intra- College and Inter -College level Programmes.

Regular meetings of IQAC are conducted under the chairmanship of the Principal with the fixed agenda and suggestions are taken from all the members for improvement and better implementation of curriculum.

The college has set up a YouTube Channel in the name of Milagres LMS where the staff records their lectures and uploads the videos on it for the students to view. The institution also has also provided all the staff with Google workplace official email IDs so they can handle their online classrooms, upload notes, and all the features pertaining to the Google classroom without any difficulty.

File Description	Documents
Paste link for additional information	<a href="https://www.youtube.com/channel/UCGFJ5kwSzN6Rm1Urqp55cew">https://www.youtube.com/channel/UCGFJ5kwSzN6Rm1Urqp55cew</a>
Upload any additional information	No File Uploaded

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

**C. Any 2 of the above**



File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 - Institutional Values and Social Responsibilities

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

Gender Equity in Milagres Degree college is planned and implemented very strictly in curricular as well as co-curricular activities. Gender Equity as a curriculum studied by the students to know about the equity, opportunity and responsibilities given to every individual by the constitution and empowering women in the society. As a co-curriculum point of view Milagres College has a Human Rights Cell to effectively sensitize the action plans of Gender Equity with its Mission and vision.

- Specific facilities provided for women in terms of:

#### 1. Safety and security-

- Watchman Security in the college entrance and basement exit.
- Locker facilities are provided in the reception and in the fourth floor for safety.
- Separate washroom facilities are given for the women with proper facilities.
- Each staff rooms are provided with the sanitary pad facilities by women empowerment cell in-case of emergency, students are allowed to use them.
- There is a well-planned anti- ragging cell in the college.
- CC cameras are installed in each floor.

1. Counselling - Milagres college provides counselling services to the students by keeping the information shared with the student will be confidential.

2. Common rooms- common rooms for girls are provided as a

specific facility.

File Description	Documents
Annual gender sensitization action plan	<a href="https://milagrescollege.edu.in/naac-doc/2022-23/Link-3/7.1.1_safety_security.pdf">https://milagrescollege.edu.in/naac-doc/2022-23/Link-3/7.1.1_safety_security.pdf</a>
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="https://milagrescollege.edu.in/naac-doc/2022-23/Link-3/7.1.1_GENDER_SENSITIZATION.pdf">https://milagrescollege.edu.in/naac-doc/2022-23/Link-3/7.1.1_GENDER_SENSITIZATION.pdf</a>

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

**C. Any 2 of the above**

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

Milagres college has a well organised waste management system in the college campus. segregation of solid waste, wet waste, biodegradable waste is done separately into the colour coded bins. Solid waste is segregated into two types, such as degradable waste and non-degradable waste. Degradable waste which is also known as biowaste is decomposed in a bio compost bin which is used as a manure for the college vegetable garden. Hazardous, chemical waste from the lab is neutralized before disposing into the liquid waste drainages. On daily basis, waste is emptied from the bins in order to avoid the contamination

**Solid waste:**

1. Biodegradable waste - Broken wooden furniture, leaves, paper, food waste from BHS lab etc are directly transferred to bio

compost bin located in college campus.

2. Non- Biodegradable waste - Pen, refill, water bottles, plastic containers, Plastic bags, wrappers are directly sold.

Liquid waste: Washing, urinals and bathrooms are sent to soak pits.

E-waste: Computers, electrical and electronic parts are directly sold.

Hazardous chemicals: Chemical waste from laboratories is Neutralized with water.

Waste recycling system: waste such as biodegradable waste is directly transferred into the bio compost pit.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	<a href="#">View File</a>

**7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus** D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.1.5 - Green campus initiatives include**

**7.1.5.1 - The institutional initiatives for greening the campus are as follows:** D. Any 1 of the above

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles

**3. Pedestrian Friendly pathways****4. Ban on use of Plastic****5. Landscaping with trees and plants**

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Any other relevant documents	No File Uploaded

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

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

**B. Any 3 of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

**C. Any 2 of the above**

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

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

Milagres Degree college has a aim of providing inclusive environment towards cultural, regional, linguistic communal socioeconomic diversities. College provides plenty of extra-curricular activities through different associations such as, commerce, hospitality, eco and life science , literary , fine arts, sports and athletics club, national cadet corps, national service scheme, youth red cross, outreach programmes etc. Each associations conduct specific competition and programmes to the students of Milagres college, to showcase their cultural, regional and linguistic diversities.

Milagres college provides an opportunity to pursue degree for the students from different states, such as Karnataka, Kerala, Tamil Nadu, Maharashtra, Goa, and so on. Students studying here will have equal opportunities to represent their culture among others. Cultural events such as Onam, Deepavali and Christmas Celebrations are conducted in the college to know the importance of their own culture. Traditional day is celebrated where students represent different states by wearing attires of each state to convey the importance of tradition and diversity of their state. Department of languages such as Hindi, Kannada, English, Malayalam and Konkani have been effective in diversifying the beauty of different languages. Each department conducts seminars, guest lectures, competitions to the students to improve their knowledge and communication skills.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

The institution sensitizes the students and employees to the constitutional obligations about values, rights, duties, and responsibilities. It is one of the primary education given at the Institute through various means.

The Institute has introduced compulsory paper on Constitution of India, Gender Equality, value education, Human rights as a small step to inculcate constitutional obligations among the students. College also conducts various Curricular and Extra-Curricular activities in order to nurture the young minds as a better citizens of the country. The students have enthusiastically participated in various activities like seminar, conferences, expert talks, poster making competition, Beach cleaning which spread the constitutional values and ideals among students. Regular programs are conducted by the institute to educate students about their rights.

The activities conducted are Blood donation camp, International Human Rights Day, Swach Bharat Abhiyan, Constitution day, World Environment day, National Voter's day etc. 'Azadi ka Amrith mahotsav' being celebrated all over the country, NSS unit of the college, organized a session on "FUNDAMENTAL DUTIES" on 21st January, 2022. The institution hoists the flag during national festivals and invites eminent persons to inspire students and staffs by informing the qualities of freedom fighters and to emphasize the duties and responsibilities of citizens.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.1.10 - The Institution has a prescribed code**      B. Any 3 of the above

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

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

The institution celebrates national and international commemorative days, event and festivals to inculcate the values, practice unity, integrity, harmony and effective socialization and relationship among the students and staffs of the institution.

Institution organizes Independence Day every year on 15th August. Students of the Institution participate in the flag Hoisting ceremony. Meaningful message is given appertain to the event.

Institution organizes Republic day on 26th January every year. On this day National flag has been hoisted which will be led by the national anthem by the gathering.

The institution celebrate Gandhi Jayanti on 2nd October every year. The staffs and the students on this day paid floral tribute to Mahatma Gandhi's portrait.

The institution celebrates Constitutional day every year on 26th November. The college celebrates Constitutional day by administering the preamble and highlight the importance of Indian constitution.

World Environmental day is celebrated on 5th June every year in the Institution. World Environmental day with different theme is celebrated by college on June 7th, 2022. The College plants a sapling in the college premises in order to encourage towards the greener environment and to protect, enrich and preserve environment.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

## 7.2 - Best Practices

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

### Earn While Learn

Department of FND and HS conducted Earn While Learn in the year 2021-22. The purpose of this activity is to provide a platform of learning how to earn while studying. Students were given a chance to prepare food products which they could sell. Value added product were prepared by the students in the production lab and sold out to general public through earn while learn counter. They were divided into group and given the task of cooking and selling the food on a rotation basis. The students learnt the managerial skills how to run a retail food outlet. Total earning was Rs 6825.

### Education Through Vegetation

Eco and Life Science Association and NSS volunteers worked towards this venture. The Principal came up with an idea for 'education through vegetation' to educate the students who are unable to afford college fees. Bio compost is prepared by utilizing the waste generated from the Food Production Lab of the BHS and FND students during practical as manure.

The profitability and the surplus generated is used to provide education to our students and the motive of this best practice was successful. Total scholarship granted was Rs. 30,000.00



File Description	Documents
Best practices in the Institutional web site	No File Uploaded
Any other relevant information	<a href="#">View File</a>

### 7.3 - Institutional Distinctiveness

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

The institution continues with learning management system run by Aptra edu developers for the college. This software allows the students as well as the lecturers to attain E resources, track their curriculum as well as to conduct and assess examinations through online medium.

In 2021-2022, the college backed overall rank, respectively for 1s and 3rd by the students of BSc.Hs for the Mangalore University which set new heights and challenges for the competing HM colleges in and around Mangalore and Udupi.

The mentoring sessions are held every fortnight, where the mentor discuss issues of the students may it be personal or educational aspects and tries to resolve the problems. The value education sessions are held every week on Fridays where the lecturers give value-based education from their self-composed text book designed by the college.

Every Month E-Content recording is done by the Lecturers with respect to their subjects where they have to compulsorily record 10 lectures and the same is uploaded in the College YouTube channel, The objective of E-content is that Every student is empowered to create, receive, share and utilize information for their progress. The Institute also organizes programs like Job Fair where 1000's of People benefit.

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

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

For the effective curriculum delivery 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 (HOD), 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 institution has the following Mechanism for the effective curriculum delivery.

- Timetable Committee prepares a detailed timetable regarding curricular co-curricular and extra-curricular activities
- Attendance of 75% is maintained for all the students
- Teaching plan for its subject is prepared by the subject teacher
- Heads of department keep an eye on the program Of The curriculum
- The department of activities are continuously monitored and received by the IQAC
- Teachers are motivated to participate in seminars workshop and researches
- Institution collect feedback from faculty, students, Alumni and parents

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	Nil

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

Before the commencement of each semester, University notifies an

academic calendar for all the programs, which contains the date of commencement, last working day of the semester, Internship schedule and dates for semester-end examinations. Milagres Degree College follows the calendar issued by the University strictly and plans all its activities including the conduct of Continuous Internal Evaluation (CIE). Syllabus coverage for each CIE is decided well in advance and faculty members adhere to it. Internal Assessment tests (IA), assignments, are part of the Continuous Internal Evaluation (CIE) of students. There is a well-defined process for the conduct of CIE as per the calendar of events. The course instructors prepare IA question papers based on the syllabus and scheme of evaluation, reviewed by the stream coordinator and approved by the exam committee. The internal assessment test timetable prepared by the examination committee is published to stakeholders, and conducted as per the schedule. Post IA tests, evaluation of answer scripts, and calculation are carried out by respective Course Instructors. The Principal, through the academic committee meetings, frequently reviews the semester's progress and provides suitable suggestions

File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
Link for Additional information	Nil

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

**B. Any 3 of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	No File Uploaded

<b>1.2 - Academic Flexibility</b>	
<b>1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented</b>	
<b>1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented</b>	
4	
<b>File Description</b>	<b>Documents</b>
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>
<b>1.2.2 - Number of Add on /Certificate programs offered during the year</b>	
<b>1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)</b>	
15	
<b>File Description</b>	<b>Documents</b>
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>
<b>1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year</b>	
669	
<b>1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year</b>	
669	

File Description	Documents
Any additional information	<b>No File Uploaded</b>
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

**1.3 - Curriculum Enrichment**

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

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

The mandatory courses prescribed by Mangalore University which address cross-cutting issues relevant to Gender Environment and Sustainability. The College establishes gender sensitization and awareness among students in both theory and practice through implementation of the prescribed curriculum in theory while involving students in various activities, in practice. The College is a co-educational institution that focuses chiefly on changing profile of gender in India. The Women’s Cell conducts various special lectures on gender related topics on special occasions. Both boys and girls are encouraged to realize the equality in gender, social justice, human rights, and professional ethics. Interactions with successful women have helped our female students realize the positioned power of women, and opportunities that are available to them. Associations conduct collage making competitions, debates and essay writing competitions on issues related to women. The subject paper on Environmental Studies creates an awareness of prevailing issues like environmental pollution and global warming. Implementation of value based education imparts holistic education to mold the students to become responsible citizens of tomorrow. Inter-class competitions are conducted throughout the year and students are awarded on College day.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	<a href="#">View File</a>

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

3

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

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

254

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

### 1.4 - Feedback System

<b>1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni</b>	<b>B. Any 3 of the above</b>
---	------------------------------

File Description	Documents
URL for stakeholder feedback report	<a href="#">View File</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	No File Uploaded

<b>1.4.2 - Feedback process of the Institution may be classified as follows</b>	<b>C. Feedback collected and analyzed</b>
---	---

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	Nil

## TEACHING-LEARNING AND EVALUATION

### 2.1 - Student Enrollment and Profile

#### 2.1.1 - Enrolment Number Number of students admitted during the year

##### 2.1.1.1 - Number of sanctioned seats during the year

360

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

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

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

196

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 2.2 - Catering to Student Diversity

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

Milagres College keep monitoring and evaluating the newly admitted students. Bridge course is conducted in every Department and language to improve the basic knowledge. We start the foundation with basic fundamentals and then step wise moving into the technical concepts of the subject. At the end of the course a test is conducted in order to evaluate the performance. The level of understanding the particular subjects is evaluated by conducting diagnostic test. Students are categorised as slow and advance learner based on their performance.

Slow learners are identified and difficult portions are retaught through remedials, doubts are cleared and retests are conducted if needed. They are permitted to borrow extra book from the college library.

Advanced Learners are encouraged to research more regarding the syllabus as well as to take up internships during semester breaks. Participation in national and international seminars and conferences, presentation and publication of research data is also encouraged. Subject video is done and the same will be uploaded in the website and LMS for students reference. Scholarship and concessions in fee is given to advance learners. Rank holders are felicitated on Annual Day.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	<a href="#">View File</a>

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



Number of Students	Number of Teachers
669	23

File Description	Documents
Any additional information	<a href="#">View File</a>

### 2.3 - Teaching- Learning Process

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

All the departments adopt teaching methodology which involves students participation. Group discussions, seminars using PPT, participation in national/regional seminars organized by other Institutions encourage interactive and collaborative learning among the students. Some of the instructional techniques include peer teaching, autonomous learning through assignments, quizzing, and book reviews. Students are encouraged to participate in and present papers in seminars and conferences held by the university and other institutions, which helps to instill a research culture in them. When students assist teachers in planning seminars, conferences, and festivals, they learn how to manage their time, work in teams, and be responsible.

Our college magazine "Milagres Miracle" encourages student writing. For their overall development, students are given access to add-on, certificate, and diploma courses. Students have access to a sufficient classrooms, contemporary facilities, drinking water, restrooms, hostel amenities, and both outdoor and indoor games.

Individual projects and assignments are given to students in order to promote independent learning. They are given group tasks and activities that encourage teamwork and peer learning. Students will receive experiential learning through extracurricular activities, internships, and training.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description

in maximum of 200 words

ICT expands educational chances for the people and creates information-rich learning environments, making the educational system more effective, engaging, and capable of delivering more powerful instruction. College is prepared to adopt ICT-enabled teaching and learning methods. All classrooms and computer laboratories have LCD projectors. Computers and high-speed internet access are available in all departments. Throughout the year, the college held faculty training programmes for the creation of E-content and the use of E-resources. LCT is used by the teacher to run classes. Faculty employ information and communication technology ICT in the teaching-learning process to guarantee that students take an active part in the learning process. The college has an LMS facility where teachers can submit lesson videos, class materials, and assignments to help students understand the content even when they are not in class. For the use of the faculty and students, the library has subject-related CDs. E-resources like INFLIBNET, which aid in search for teachers at college, are available. Students are provided with a link to the faculty's video lectures on YouTube after been recorded. Digitally equipped seminar rooms and auditoriums are used for guest lectures and student interaction.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

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

#### 2.3.3.1 - Number of mentors

22

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
mentor/mentee ratio	<a href="#">View File</a>

## 2.4 - Teacher Profile and Quality

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

23

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

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

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

0

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	<a href="#">View File</a>

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

#### 2.4.3.1 - Total experience of full-time teachers

105	
File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>
<b>2.5 - Evaluation Process and Reforms</b>	
2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.	
<p>At the college level, a reliable and open procedure has been devised to address complaints regarding examinations. The faculty has received training in creating clear question papers. The paper valuers adhere to the department-discussed valuation scheme. In the presence of the teacher, students are permitted to review their evaluated answer scripts and bring out any anomalies. Any complaint that cannot be settled at that level is forwarded to the department head, vice principal, or principal. Two internal exams, assignments, seminars, and weighting for attendance are used to determine the assessment marks. Exam dates will be notified and the question papers will be written and submitted to the Examination Committee before three weeks of the start of the internal examination. Following the completion of the exams, the college calendar will be updated with the students' grades, and the parents will be informed of this. Students are advised to verify internal assessment marks that are duly signed by them before submitting to the University. Internal assessment marks will be sent to the college office and will be alerted to the parents through the ERP app/SMS.</p>	
File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	Nil
2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient	
<p>At both the institutional and university levels, the evaluation system employs a two-pronged evaluation technique. The college's examination committee investigates the examination administration</p>	

procedure, assigns internal assessment marks, and resolves complaints. The institution specifies the likely dates of internal exams in its academic calendar based on the university's academic calendar. The schedule is created by the committee and posted on the notice board. It creates the list of invigilators and informs the relevant faculty of it. Additionally, it gathers questions from the relevant teachers and specifies a deadline for marking internal marks and evaluating the answer scripts. It makes the essential preparations for a possible re-examination. In the classrooms, answer scripts are distributed. If there are any totalling problems, students may correct the marks.

At the university level: Students receive their hall passes well in advance of the semester examination. The examination committee should be contacted with any complaints regarding the admission tickets. Any complaints regarding the end-of-semester exams should be sent to the university. A student has the option to choose between personal seeing, re-totalling, or reevaluating the answer script under the redressal procedure.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	Nil

## 2.6 - Student Performance and Learning Outcomes

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

The Program Outcomes and Programme Specific Outcomes are linked to the Course Outcomes, which are rigorously evaluated as well. As a result, achieving course outcomes also means achieving programme outcomes and programme-specific outcomes. The POs are addressed and conveyed during the staff meeting at the start of the academic year, and HODs and Co-ordinators of each programme provide orientation towards Programme Outcomes (POs), Programme Specific Outcomes (PSOs), and Course Outcomes (COs). The departments also provide orientation programmes for students regarding POs, PSOs, and COs as well as course curricula and evaluation plans for each programme independently. The HOD outlines the programme and course outcomes to the students at an orientation session held at the start of the school year.

The four programmes, which include the College's offered

foundation and language courses, total 150 courses.

Every course has a distinct goal with a clear knowledge component. The Programme Outcomes, Programme Specific Outcomes (PSOs) and Course Outcomes (COs) are published at Institution Website ([www.milagrescollege.edu.in](http://www.milagrescollege.edu.in)) and may be accessible by all the stakeholders. Student notice board: Each program's POs, PSOs, and COs are listed on the student notice board.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	<a href="#">View File</a>

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

Creating proper COs for each course in undergraduate courses is the first step in achieving POs, PSOs, and COs. The relevant faculty member in charge develops course outcomes (COs) based on curriculum and requirements of industry. A weighted average of direct evaluation and indirect assessment is used to determine if the program's overall objectives and specific objectives are met. Direct attainment is given a 70% evaluation weighting, indirect attainment is given 30% assessment weighting. The direct and indirect method of attainment of program outcomes and program specific outcomes are:

Through the mapping of questions to course goals and programme outcomes, the student performance on the exams at the end of each semester in each course is utilised as a medium to evaluate the level of attainment of POs and PSOs. The faculty in charge and programme coordinators evaluate and maintain the connecting and mapping of semester examination questions with POs for every course in the programme.

For each subject in a semester, there are two mid-semester internal exams. Each student is given assignments, seminars covering COs and POs throughout the programme in each course in addition to the written exams. Depending on how well a student performs, grades are given.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	Nil

### 2.6.3 - Pass percentage of Students during the year

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

223

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	Nil

### 2.7 - Student Satisfaction Survey

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

<https://milagrescollege.edu.in/images/naac/SSS%202021-22.pdf>

### RESEARCH, INNOVATIONS AND EXTENSION

#### 3.1 - Resource Mobilization for Research

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

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

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

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

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

0

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

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

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

3

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 3.2 - Research Publications and Awards



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

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

6

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

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

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

0

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 3.3 - Extension Activities

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

Under the auspices of the NSS, the YRC, and the Outreach Program, the Institute aims to raise awareness of various social issues and to encourage community participation in support of holistic development, in which students can participate. We organize a wide range of activities.

As part of Environment cleaning programs. Programmes like beach shore cleaning, river side cleaning and planting saplings were conducted to create awareness among the young generation. "International Yoga Day" was celebrated for making the students mentally and physically fit.

The following activities will be implemented to involve faculty, students and staff in the neighbourhood community. Swachh Bharat Initiatives, NO to Plastic Campaign, Kargil Vijaya Divas, Blood Donation, Blood Donor Day, World No Tobacco Day, Constitution Day, Sadbhavana Day, POCSO Act.

In keeping with the Swachh Bharat initiatives all across the country, students reached out to campus cleaning, as part of the Outreach Programme. Rifle training Program for the NCC cadets, Talk on Fundamental Duties.

NSS Unit organised a webinar with Karnataka State NSS Cell and Vegan Outreach this was an "Animal rights Awareness Drive". Awareness campaign by the Police Officials.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

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

1

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>

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

#### 3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/

**YRC etc., during the year**

34

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	<a href="#">View File</a>

**3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year****3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

1682

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

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

50

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded

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

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

6

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<a href="#">View File</a>

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

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

Milagres College is housed in a five storeyed building constructed in 2016. There are 15 classrooms equipped with ceiling mounted LCDs, fixed green chalkboards and Ethernet connectivity. There is provision for portable LCD projectors. The entire College building is equipped with CCTV surveillance. Fire extinguishers are installed at every floor. The building has elevator facilities. Each floor has separate ladies and gent's washrooms and rest rooms, Purified drinking water facilities, and separate ladies and gent's staffrooms. The computer laboratory has 50 computers with internet connection.

The College houses a library with 7757 books and INFLIBNET facility. The food production laboratory can accommodate 40 students for practicals. Food and beverage service training laboratory is well equipped with essential cutlery and crockery items. Gueridon trolley for teaching the students about flambé and live presentation is provided. Students get trained in cleaning and setting a hotel room at the Housekeeping laboratory and model guestroom. Front office laboratory is based on the model of a hotel where students are trained to carry on hotel guest cycle. In FND laboratory students conduct experiments in

biochemistry, biology and human physiology. The IDD lab can accommodate 28 students. Auditorium, seminar hall, conference hall, rooftop hall are available.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

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

The College has ground within the campus consists of outdoor games such as football, basketball, throw-ball and volleyball. Indoor games are also given prominence such as carrom, chess and table tennis. The College has established a gymnasium with necessary equipments. There is a full time Physical Education Director. Regular yoga training is provided by external experts. It is also a part of add-on certificate course.

The College conducts talents exhibition events like variety entertainment, Talents day, Singing competition, etc. Training is provided by professionals in dramatics, dance and singing on a regular basis. The fine arts association conducts Inter collegiate, interclass cultural events at regular intervals. The College has choir which regularly brings laurels to the College. Students are trained in the traditional instrument Ghumat. With assistance from the Konkani Sahitya Academy, the College organised a diploma course for 50 students. A variety of cultural programmes are performed by the students under the guidance of the Fine Arts Association at the Annual Day and other College events. The range of Co-curricular learning is rooted in belonging to different student associations, Each association has a faculty member and student representative who plan and oversee the execution of the events.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

**4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart**

class, LMS, etc.

17

#### 4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

17

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

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

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

4.17

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

#### 4.2 - Library as a Learning Resource

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

Description of ILMS is as follows:

- Name of the ILMS Software : Easy lib.
- Nature of automation : Partial
- Version : 4.3.3
- Year of Automation : 2018-19

Milagres College Library is housed in the 3rd Floor of the College building with in an area of 135 sq .mts. Library is equipped with 120 seating capacity and is open from 8:30am to 5:00pm. Library is partially automated. It has access for e-resources and CD's/DVD's.

The library is enriched with adequate collection of Reference books, Textbooks, Journals, Magazines, Newspapers, eBooks and Periodicals along with the separate reading rooms for the students and staff. The visitor record is maintained for students and faculty members. The library is under surveillance of CCTV cameras and is fully automated.

The library is a member of N-List consortia of information library network (INFLIBNET). Under this consortium, library provides more than 3135000+ e-books and 6000+ e-journals to students and faculty members. Internet and reprography facility with computer system, bar code scanner, printer and audio-visual unit are available in the library.

EASLIB Integrated Library Management Software is used for library transactions. Partial Library automation was started with the purchase of Easy Lib Software, Version: 4.3.3 in 2018.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	Nil

**4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources**

B. Any 3 of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

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

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

0.79

File Description	Documents
Any additional information	<a href="#">View File</a>
Audited statements of accounts	<a href="#">View File</a>
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

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

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

35

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	<a href="#">View File</a>

### 4.3 - IT Infrastructure

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

The College aims at providing futuristic facilities to its staff and students. LCD projectors, computers and all the IT related requirements are put to use. The internet speed has been enhanced to 100 MBPS.

The College is facilitated with 77 computers, which includes 50 computers at the computer laboratory that are accessible to the students as well as the teachers for academic purposes. The Computer Laboratory also has a LAN server connection and UPS facility.

The borrowing of books in the library is digitized by the use of Integrated Library Management System (ILMS).



Information regarding examinations, meetings, information to staff during vacation, readmission, etc is sent through SMS. In case a student is absent the same is intimated to the parents through SMS. LEARNING MANAGEMENT SYSTEM was introduced during the COVID-19 Pandemic.

A recording facility was setup in the college, where the lecturers recorded themselves taking a lecture over their respective subjects, which was then edited and then uploaded to the college LMS and YOUTUBE channel.

Information about upcoming events is available on the website [www.milagrescollege.edu.in](http://www.milagrescollege.edu.in) which is contracted to Chillipages, a software provider. For easier communication, circulars including important notices to students and parents are also posted online.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

#### 4.3.2 - Number of Computers

57

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Student – computer ratio	<a href="#">View File</a>

#### 4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	<a href="#">View File</a>
Details of available bandwidth of internet connection in the Institution	No File Uploaded

#### 4.4 - Maintenance of Campus Infrastructure

##### 4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic

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

34.57

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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

The College follows established systems and procedures for maintaining the building in a regular on-going process.

A record book of physical maintenance requirements is maintained for various services like electrical, plumbing and housekeeping.

The cleanliness of the classrooms, seminar hall, laboratories, faculty rooms, office, library corridors and washrooms are maintained on daily basis. The stock registers are updated at the end of each semester. Stock verification of the Departments is done under the supervision of the HOD.

To have bulk power supply, the College has installed transformer and High-Tension power controller unit within the campus. Twosolar lights are installed as a power saving and eco- friendly measure.

The classrooms, computer Lab, departments, library, principals chamber and administrative section have Uninterrupted Power Supply (UPS) and have been upgraded. Fire extinguishers are installed at every floors. An LED TV is installed at the ground floor which displays the events of the college.

The Laboratory of the Department of B.Sc. HS and B.Sc. FNDare used for conducting short-term courses on culinary arts and awareness on food nutrition and hygiene for the public. Add on certificate course in culinary arts for the student of various

streams is conducted once a week.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

**STUDENT SUPPORT AND PROGRESSION**

**5.1 - Student Support**

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

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

41

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

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

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

78

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>
<b>5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills</b>	<b>A. All of the above</b>
File Description	Documents
Link to institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>
<b>5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
786	
<b>5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
786	
File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>
<b>5.1.5 - The Institution has a transparent mechanism for timely redressal of student</b>	<b>A. All of the above</b>

**grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

## 5.2 - Student Progression

### 5.2.1 - Number of placement of outgoing students during the year

#### 5.2.1.1 - Number of outgoing students placed during the year

146

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	No File Uploaded

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

#### 5.2.2.1 - Number of outgoing student progression to higher education

81

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	<a href="#">View File</a>
Details of student progression to higher education	<a href="#">View File</a>

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

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

2

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	No File Uploaded

### 5.3 - Student Participation and Activities

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

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

14

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

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

The Students Council is the most important body representing all the students of the College. The student representatives work as office bearers and members in the council, and works for the general interest, welfare of the College. The council organizes various activities like College Day, Sports Day, Teacher's day, Workshops, Blood Donation Camps etc. Regular meetings are held to discuss and plan programmes and routine activities.

The Inauguration of Student Council was held on December 16, 2021. Chief guest for the day was Mr Donald and Mrs Eulalia Pinto, Entrepreneurs, Oman.

Chief Guest addressed the gathering leadership and excellence is a part of the journey of student's life. Every student needs to have a vision and mission and strive towards excellence in order to become ambassadors of the Institution. As leaders there is need to be a balance between students and faculty in order to have a vigorous and healthy atmosphere. The Correspondent in his presidential message emphasized that leader is the one who serves and should not only be representatives who live up to the faith and trust laid on them but also should be the channel who will be a bridge between the management and student community and save the community in better manner.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

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

67

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	<a href="#">View File</a>

#### 5.4 - Alumni Engagement

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

MICAA contributes to the development of the institution and it is an active body with many alumni/nae members. It has organised webinars on "Using right time for better perspective" by alumni Mr Albert and "Key to success in the Corporate field" by alumni MrSavio. MICAA cherishes and preserves its relationship with its alumni/nae by inviting them to all the important events. Many of the alumni/alumnae extend their support the College during the Avishkar 2022, Annual Sports and College 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.

There is an alumni office within the campus in Milagres Boys Hostel Room No. 001, Door No. 14-5-606-1for the convenience of office bearers to conduct meetings. 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 organization as its major concern.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

E. <1Lakhs



File Description	Documents
Upload any additional information	<a href="#">View File</a>

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

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

Milagres College is housed in a five storeyed building constructed in 2016. There are 15 classrooms equipped with ceiling mounted LCDs, fixed green chalkboards and Ethernet connectivity. There is provision for portable LCD projectors. The entire College building is equipped with CCTV surveillance. Fire extinguishers are installed at every floor. The building has elevator facilities. Each floor has separate ladies and gent's washrooms and rest rooms, Purified drinking water facilities, and separate ladies and gent's staffrooms. The computer laboratory has 50 computers with internet connection.

The College houses a library with 7757 books and INFLIBNET facility. The food production laboratory can accommodate 40 students for practicals. Food and beverage service training laboratory is well equipped with essential cutlery and crockery items. Gueridon trolley for teaching the students about flambé and live presentation is provided. Students get trained in cleaning and setting a hotel room at the Housekeeping laboratory and model guestroom. Front office laboratory is based on the model of a hotel where students are trained to carry on hotel guest cycle. In FND laboratory students conduct experiments in biochemistry, biology and human physiology. The IDD lab can accommodate 28 students. Auditorium, seminar hall, conference hall, rooftop hall are available.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

The top Management of the institution in consultation with the Principal provides leadership in all academic and institutional practices. The Principal co-ordinates on all academic matters through the Heads of Departments who are appointed on a rotational basis. In this way, all faculties of the departments get to play a role in decision-making and participative management of their respective departments. The inclusion of teachers' representatives in the Governing Body of the College also on a rotational basis enables the faculty members to participate in different academic deliberations and often play a role in decision-making. University examinations are conducted in the institution through committees set up for the purpose and here too responsibility and leadership is delegated to the faculty members, e.g., officers-in-charge are now appointed on a rotational basis and they are responsible for the smooth conduct of each set of examinations. Participative management and decentralization are also evident in the shuffling of committee members which ensures that faculty members play an active role in different committees during their tenure. The entire process of participation and decentralization is coordinated by the Principal.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Effective leadership is seen across the board, both vertically and horizontally. The college has been using ICT for teaching learning purposes since 2016. Along with extensive use of Laptops for classroom, the college had provided Projector enabled classrooms, making ICT an integral part of the teaching process. In 2019-20, the college has upgraded itself to e-learning through Aptra Learning Management System, an online learning platform. It has enabled 'lecture-capture facility' through installation of recording devices and subsequent access to the recorded lectures by the students that allowed better learning outcomes in tandem with the rapid and radical change of curriculum from annual to semester system. The Aptra Learning Management System has also

aided in recording special lectures or talks delivered by eminent the college has been quick to adopt to online teaching. Online training programmes for both teachers and students were organized with Aptra representatives and trainers to familiarize them with the virtual platform for live classroom teaching. This online portal has aided in smooth running of the teaching-learning process. The college also has set up a YouTube channel called Milagres LMS where the lecturers recorded videos are uploaded for the masses to view.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	<a href="https://www.youtube.com/@milagreslms7063/videos?view=0&amp;sort=dd&amp;shelf_id=0https://managaloreuniversity.ac.in/">https://www.youtube.com/@milagreslms7063/videos?view=0&amp;sort=dd&amp;shelf_id=0https://managaloreuniversity.ac.in/</a>
Upload any additional information	<a href="#">View File</a>

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

The 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 decentralized system of the college 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 meetings. The students give their suggestions through the Students' Council, staff members through the Staff Council, parents through PTA and Alumni through the Alumni Association.

The College Librarian is responsible for the smooth functioning of the Library. The Physical Education Department monitors sports-related activities. It assists in conducting the activities of interclass and inter-collegiate sports activities.

The Students' Council consists of the President, Vice President

and Secretary. 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.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
Upload any additional information	<a href="#">View File</a>

### 6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

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

The Institution has performance appraisal system which is set by the IQAC and the Management of the college. The staff are evaluated on the overall performance, quality of work done, etc. The institution selects 1 best teaching and 1 best non-teaching staff and are honored with a cash prize certificate and a memento on the annual day.

The teaching staff are provided with 15 days Casual leave, 10 days of Earned leave and semester end vacation. The non-teaching staff are provided with 15 days Casual leave and 20 days of Earned

leave. This leave is sanctioned by the Catholic board of Education.

All the staff are provided with gratuity services which can be claimed after minimum of 5 years of service.

Celebration of important festivals for the teaching and nonteaching community, Parking Facility, Internet Facility for the faculty and nonteaching staff. First Aid facilities. The non-teaching staff are provided with PF and ESI.

The institution has set up a staff welfare fund where staff can apply for 50% of their monthly salaries amount as loan without any interest.

The institution has setup a research seed money which can be utilized by the staff for their research related work.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

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

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

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

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

3

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

**6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)****6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year**

6

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

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

There is an Internal Performance Appraisal system for all its staff members headed by the Principal of the Institution. The Principal monitors and evaluates the performance of all its staff and communicates the areas of improvement or the overall performance annually or as per requirement. The students at the end of their course give an feedback about all the teachers subject wise. There are Grievance Redressal and Suggestion box placed at strategic locations in the campus where the students can express their query or concern about teachers which is also considered by the Principal. All these are scrutinized and assessed by the Principal. The Principal further communicates the outcome with the staff members in a completely confidential manner.

The staff records a brief statement of work done in each class at the end of the particular working day. It is signed by the Principal at the end of every week. The uploaded diary is made available for inspection to any official of the University.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

#### **6.4 - Financial Management and Resource Mobilization**

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

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.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

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

11

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

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

The institution is administered by the Governing Body following the best possible practices in the given working scenario. The institution always ensures that the funds/resources are collected on timely basis and are utilized in the best possible way by ensuring judicious investments and restricting to budgeted expenditure. The main sources of receipts are fees collected from students, interest on fixed deposits, fines and other miscellaneous income from sale of old newspapers, magazines, scraps etc. Fee collection is done in a systematic way within a time frame. Students are informed about the time schedule through notifications on college notice boards, website and through text messages. After collection of funds, the surplus is invested in fixed deposits of varied tenures.



All purchases are made after inviting requisite number of quotations and their proper scrutiny. All the expenditures are checked and approved by at least five office bearers and authorities. Internal checks and controls are very much in place which ensures transparency in financial resource management. The resources are carefully allocated to meet overall administrative requirements including recruitment of staff as and when required, infrastructural upgradation and maintenance, enhancement of teaching learning environment, faculty development etc.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

## 6.5 - Internal Quality Assurance System

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

**IQAC, organizes workshop, training program for faculty members periodically to upgrade teaching learning process.**

The IQAC contributes significantly for institutionalizing the quality assurance strategies and processes in following ways by organising National Seminar, workshop and training programme for faculty member periodically.

Student Capacity building Programme was organised by IQAC for the development of learning abilities and 15 different add on courses was introduced for the skill development of the students.

IQAC took the initiative in bounding good relationship between teacher and students through mentoring system. Under mentoring process each teacher will be allotted with number of students, here students feel free to share their opinions with their mentors who help the students academically as well as personally. As a result each individual student has been monitored. This helps to know the financial position of the students.

As proposed by IQAC committee an Education through Vegetation concept was set up, where vegetables are grown in the college campus and that will be sold. The profit earned by vegetation is used for the education of poor students in the college.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

In order to enhance the quality of the institution in all spheres, various quality assurance strategies initiated by The IQAC of the institution are as under:

All the teachers are encouraged to use latest teaching aids available for effective teaching-learning processes. ICT Facilities are installed in all the classrooms of the college. Teachers are motivated to prepare research papers and for minor projects.

The college provides platform for the students to participate in Intra- College and Inter -College level Programmes.

Regular meetings of IQAC are conducted under the chairmanship of the Principal with the fixed agenda and suggestions are taken from all the members for improvement and better implementation of curriculum.

The college has set up a YouTube Channel in the name of Milagres LMS where the staff records their lectures and uploads the videos on it for the students to view. The institution also has also provided all the staff with Google workplace official email IDs so they can handle their online classrooms, upload notes, and all the features pertaining to the Google classroom without any difficulty.

File Description	Documents
Paste link for additional information	<a href="https://www.youtube.com/channel/UCGFJ5kwSzN6RMlUrqp55cew">https://www.youtube.com/channel/UCGFJ5kwSzN6RMlUrqp55cew</a>
Upload any additional information	No File Uploaded

6.5.3 - Quality assurance initiatives of the

C. Any 2 of the above

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

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## **INSTITUTIONAL VALUES AND BEST PRACTICES**

### **7.1 - Institutional Values and Social Responsibilities**

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

Gender Equity in Milagres Degree college is planned and implemented very strictly in curricular as well as co-curricular activities. Gender Equity as a curriculum studied by the students to know about the equity, opportunity and responsibilities given to every individual by the constitution and empowering women in the society. As a co-curriculum point of view Milagres College has a Human Rights Cell to effectively sensitize the action plans of Gender Equity with its Mission and vision.

- Specific facilities provided for women in terms of:

#### **1. Safety and security-**

- Watchman Security in the college entrance and basement exit.
- Locker facilities are provided in the reception and in the fourth floor for safety.
- Separate washroom facilities are given for the women with

proper facilities.

- Each staff rooms are provided with the sanitary pad facilities by women empowerment cell in-case of emergency, students are allowed to use them.
- There is a well-planned anti- ragging cell in the college.
- CC cameras are installed in each floor.

1. Counselling - Milagres college provides counselling services to the students by keeping the information shared with the student will be confidential.
2. Common rooms- common rooms for girls are provided as a specific facility.

File Description	Documents
Annual gender sensitization action plan	<a href="https://milagrescollege.edu.in/naac-doc/2022-23/Link-3/7.1.1_safety_security.pdf">https://milagrescollege.edu.in/naac-doc/2022-23/Link-3/7.1.1_safety_security.pdf</a>
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="https://milagrescollege.edu.in/naac-doc/2022-23/Link-3/7.1.1_GENDER_SENSITIZATION.pdf">https://milagrescollege.edu.in/naac-doc/2022-23/Link-3/7.1.1_GENDER_SENSITIZATION.pdf</a>

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

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

Milagres college has a well organised waste management system in the college campus. segregation of solid waste, wet waste, biodegradable waste is done separately into the colour coded bins. Solid waste is segregated into two types, such as

degradable waste and non- degradable waste. Degradable waste which is also known as biowaste is decomposed in a bio compost bin which is used as a manure for the college vegetable garden. Hazardous, chemical waste from the lab is neutralized before disposing into the liquid waste drainages. On daily basis, waste is emptied from the bins in order to avoid the contamination

**Solid waste:**

1. Biodegradable waste - Broken wooden furniture, leaves, paper, food waste from BHS lab etc are directly transferred to bio compost bin located in college campus.
2. Non- Biodegradable waste - Pen, refill, water bottles, plastic containers, Plastic bags, wrappers are directly sold.

**Liquid waste:** Washing, urinals and bathrooms are sent to soak pits.

**E-waste:** Computers, electrical and electronic parts are directly sold.

**Hazardous chemicals:** Chemical waste from laboratories is Neutralized with water.

**Waste recycling system:** waste such as biodegradable waste is directly transferred into the bio compost pit.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	<a href="#">View File</a>

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

**D. Any 1 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	No File Uploaded

### 7.1.5 - Green campus initiatives include

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

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

**D. Any 1 of the above**

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Any other relevant documents	No File Uploaded

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

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

**B. Any 3 of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment**

**C. Any 2 of the above**

with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment

**5. Provision for enquiry and information :**  
**Human assistance, reader, scribe, soft copies of reading material, screen reading**

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

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

Milagres Degree college has a aim of providing inclusive environment towards cultural, regional, linguistic communal socioeconomic diversities. College provides plenty of extra-curricular activities through different associations such as, commerce, hospitality, eco and life science , literary , fine arts, sports and athletics club, national cadet corps, national service scheme, youth red cross, outreach programmes etc. Each associations conduct specific competition and programmes to the students of Milagres college, to showcase their cultural, regional and linguistic diversities.

Milagres college provides an opportunity to pursue degree for the students from different states, such as Karnataka, Kerala, Tamil Nadu, Maharashtra, Goa, and so on. Students studying here will have equal opportunities to represent their culture among others. Cultural events such as Onam, Deepavali and Christmas Celebrations are conducted in the college to know the importance of their own culture. Traditional day is celebrated where students represent different states by wearing attires of each

state to convey the importance of tradition and diversity of their state. Department of languages such as Hindi, Kannada, English, Malayalam and Konkani have been effective in diversifying the beauty of different languages. Each department conducts seminars, guest lectures, competitions to the students to improve their knowledge and communication skills.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

The institution sensitizes the students and employees to the constitutional obligations about values, rights, duties, and responsibilities. It is one of the primary education given at the Institute through various means.

The Institute has introduced compulsory paper on Constitution of India, Gender Equality, value education, Human rights as a small step to inculcate constitutional obligations among the students. College also conducts various Curricular and Extra-Curricular activities in order to nurture the young minds as a better citizens of the country. The students have enthusiastically participated in various activities like seminar, conferences, expert talks, poster making competition, Beach cleaning which spread the constitutional values and ideals among students. Regular programs are conducted by the institute to educate students about their rights.

The activities conducted are Blood donation camp, International Human Rights Day, Swachh Bharat Abhiyan, Constitution day, World Environment day, National Voter's day etc. 'Azadi ka Amrith mahotsav' being celebrated all over the country, NSS unit of the college, organized a session on "FUNDAMENTAL DUTIES" on 21st January, 2022. The institution hoists the flag during national festivals and invites eminent persons to inspire students and staffs by informing the qualities of freedom fighters and to emphasize the duties and responsibilities of citizens.



File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

**B. Any 3 of the above**

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

**The institution celebrates national and international commemorative days, event and festivals to inculcate the values, practice unity, integrity, harmony and effective socialization and relationship among the students and staffs of the institution.**

**Institution organizes Independence Day every year on 15th August. Students of the Institution participate in the flag Hoisting ceremony. Meaningful message is given appertain to the event.**

Institution organizes Republic day on 26th January every year. On this day National flag has been hoisted which will be led by the national anthem by the gathering.

The institution celebrate Gandhi Jayanti on 2nd October every year. The staffs and the students on this day paid floral tribute to Mahatma Gandhi's portrait.

The institution celebrates Constitutional day every year on 26th November. The college celebrates Constitutional day by administering the preamble and highlight the importance of Indian constitution.

World Environmental day is celebrated on 5th June every year in the Institution. World Environmental day with different theme is celebrated by college on June 7th, 2022. The College plants a sapling in the college premises in order to encourage towards the greener environment and to protect, enrich and preserve environment.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

## 7.2 - Best Practices

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

### Earn While Learn

Department of FND and HS conducted Earn While Learn in the year 2021-22. The purpose of this activity is to provide a platform of learning how to earn while studying. Students were given a chance to prepare food products which they could sell. Value added product were prepared by the students in the production lab and sold out to general public through earn while learn counter. They were divided into group and given the task of cooking and selling the food on a rotation basis. The students learnt the managerial skills how to run a retail food outlet. Total earning was Rs

6825.

**Education Through Vegetation**

Eco and Life Science Association and NSS volunteers worked towards this venture. The Principal came up with an idea for 'education through vegetation' to educate the students who are unable to afford college fees. Bio compost is prepared by utilizing the waste generated from the Food Production Lab of the BHS and FND students during practical as manure.

The profitability and the surplus generated is used to provide education to our students and the motive of this best practice was successful. Total scholarship granted was Rs. 30,000.00

File Description	Documents
Best practices in the Institutional web site	No File Uploaded
Any other relevant information	<a href="#">View File</a>

**7.3 - Institutional Distinctiveness**

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

The institution continues with learning management system run by Aptra edu developers for the college. This software allows the students as well as the lecturers to attain E resources, track their curriculum as well as to conduct and assess examinations through online medium.

In 2021-2022, the college backed overall rank, respectively for 1s and 3rd by the students of BSc.Hs for the Mangalore University which set new heights and challenges for the competing HM colleges in and around Mangalore and Udupi.

The mentoring sessions are held every fortnight, where the mentor discuss issues of the students may it be personal or educational aspects and tries to resolve the problems. The value education sessions are held every week on Fridays where the lecturers give value-based education from their self-composed text book designed by the college.

Every Month E-Content recording is done by the Lecturers with

respect to their subjects where they have to compulsorily record 10 lectures and the same is uploaded in the College YouTube channel, The objective of E-content is that Every student is empowered to create, receive, share and utilize information for their progress. The Institute also organizes programs like Job Fair where 1000's of People benefit.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	<a href="#">View File</a>

### 7.3.2 - Plan of action for the next academic year

Promote faculty to undertake research and register for Ph.D. More number of Faculty Development Programme (FDP) aimed to increase teacher quality. To conduct programmes for building the capacity of the students. 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.