



# **SELF STUDY REPORT**

**FOR**

**1<sup>st</sup> CYCLE OF ACCREDITATION**

**MES INSTITUTE OF MANAGEMENT**

**VIDYAVIHARA 25/1 17TH MAIN II BLOCK RAJAJINAGAR  
560010**

**<https://www.mesiom.in>**

**Submitted To**

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**BANGALORE**

**August 2021**

# 1. EXECUTIVE SUMMARY

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## 1.1 INTRODUCTION

MES Institute of Management (MESIOM) was founded in 2006 and is run by the Mysore Education Society (MES) – a registered body formed by eminent educationists to help students pursue academic excellence, create civic responsibility and build global competencies in dynamic environments. It was the dream of MES' founder, late Prof. M. P. L. Sastry, to impart value-based education while preserving India's rich culture among its youth. The idea of establishing a world class business school was incubated by former MES President, late Sri. K.P. Surendranath, whose efforts came to fruition in 2006 with the establishment of MESIOM.

MESIOM provides holistic learning opportunities and emphasises multidimensional development through seminars, conferences, commerce & management club events, EDP cell activities, training and placement programmes, and other co-curricular and extra-curricular activities organised throughout the academic year. We distinguish ourselves with our high calibre faculty, rigorous academic environment, well-equipped classrooms, and well-stocked amenities like our computer laboratory and library. We strive to give our students not only a high quality of education but also a high quality of life within the campus to facilitate their overall development and well-being.

### Vision

“To strive towards achieving and maintaining the pinnacle of excellence in education and empowering students grounded in Indian heritage to live as exemplary human beings geared for competency at all levels”.

### Mission

- To impart holistic, value-based education through the University curriculum as well as through hands-on experience outside the classroom.
- To foster leadership qualities and cultivate entrepreneurial skills among students, allowing them to make meaningful contributions to the society, economy, and nation.
- To empower youth with knowledge, skills and core competencies.
- To help students build character and face life's challenges with integrity and bravado.

## 1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

### Institutional Strength

1. MESIOM is recognised as one of the best institutions in the city, centrally located and easily accessible through public transport.
2. Providing value-based education through enrichment programs inculcate moral values and character

building.

3. Spacious classrooms, library, staff room, computer lab, commerce lab, auditorium with natural ventilation and lighting creates better learning ambience.
4. Disabled friendly infrastructure facilities create an inclusive learning environment.
5. Transparency in admissions, administration process and financial transactions leads to good governance.
6. Value added Certificate Programmes offered by the institution increases the core competencies of the students.
7. Well qualified and committed staff with a goal to excel in their areas of specialization.
8. Faculty members are trained as para counsellors which helps provide effective counselling and mentoring system.
9. Management policies, good governance and encouraging environment leads to faculty retention.
10. Good institutional culture leads to healthy competition amongst faculty members to do their best.
11. Perfect blend of academic, cultural, sports and other activities facilitates to holistic development of the students.
12. A good collection of library books, incorporation of library hours in the time table, celebration of Library Day and other activities cultivates reading habits among the students.
13. Language Club activities promote languages, develop communication skills and builds confidence.
14. Cultural wing- Kalavedi of MES provides a platform for budding artists to showcase their talents and achieve their maximum potential.

### **Institutional Weakness**

1. Infrastructural constraints for introduction of more programs.
2. The institution is a private unaided institution, hence, there is no opportunity to receive grant- in- aid from Government agencies for Research Projects and certification programs.
3. Availability of physical infrastructure is not sufficient to play a few outdoor sports events such as athletics, cricket and other team events.
4. Alumni association of MESIOM is in the process of registration.
5. Gymnasium facility is not available.
6. The institution does not have hostel facility.

### **Institutional Opportunity**

1. The institution can offer additional Diploma and certificate courses, and start a Post Graduate Centre.
2. Strengthen entrepreneurship programmes to encourage budding entrepreneurs by setting up Incubation centre in association with Government and non-government agencies
3. Explore opportunities to undertake research activities by collaborating with government and non-government agencies
4. Register the Alumni Forum.
5. There is ample scope for development of a full-fledged English Lab
6. Strengthening Industry related consultancy services and Internship for better placement opportunities.
7. Faculty exchange programmes can be further strengthened

## **Institutional Challenge**

1. Shared infrastructure resources
2. Lack of playground for conducting team events
3. Strengthening relationship with industry for better placements in premier companies.
4. Develop a Research Centre
5. Get funds from Government and non-government agencies for research activities

## **1.3 CRITERIA WISE SUMMARY**

### **Curricular Aspects**

The institution ensures effective curriculum delivery using well-planned metrics. At the beginning of each semester, a calendar of events is prepared in line with the university calendar, keeping in mind the CIE schedules. Before the commencement of the semester, work is allotted amongst faculty based on their expertise, so that lesson plans with detailed modules and course outcomes can be prepared. Faculty members are also involved in designing question papers, evaluating answer scripts, and have various other responsibilities for the university examination.

The Institution has offered CBCS programmes as prescribed by the university since 2014, reflecting the syllabus as updated in 2017 and 2019. The programmes integrate cross-cutting issues like gender, environmental sustainability, human values and professional ethics into the curriculum. Seminars, workshops, videos, and debate / speech competitions are periodically organised, and students gain industrial exposure through internships, industrial visits, field visits and project work.

Detailed feedback is solicited from students, parents, teachers, alumni, and recruiters regarding the curriculum and academic facilities to identify skill gaps between industry and academics. This helps the institution add value to the courses it offers not only by developing core domain knowledge and skills, but also by focusing on other areas such as communication, team work, decision-making and problem-solving techniques.

### **Teaching-learning and Evaluation**

MESIOM follows a roster system for admission of students and provides a cohesive environment for inclusive learning. Our faculty members are well-qualified and experienced, and make use of ICTs like smart boards and LCD projectors for effective curriculum delivery. Student-centric teaching methods such as experiential and participative learning are widely used, and bridge courses are conducted for the smooth transition of students from the pre-university level to the under-graduate level. Teachers identify slow-learners and assist them through special coaching and remedial programmes. At the same time, advanced learners are coached to secure high ranks in the university exams and present papers in conferences. Holistic development of the students is monitored through student profiling and mentoring systems. Senior faculty members are trained as para-

counsellors.

The institution follows an objective, transparent system for assessment and evaluation. Continuous internal evaluations are conducted to assess academic performance, and each faculty member sets course outcomes in line with PSOs and POs. Attainment of course outcomes is measured on the basis of student performance as assessed through CIE and the semester ending examination conducted by the university. Weightage is given to learning outcomes based on the average marks of each course and eventually attain PSOs.

### **Research, Innovations and Extension**

MESIOM encourages faculty members to publish / present papers and attend conferences to continually enhance their knowledge. We have a total of 18 faculty, of whom four have Ph.Ds , four are pursuing Ph.Ds and nine have cleared KSET/NET examinations. Ten research papers have been published in UGC recognised journals, while sixteen others have been published in peer reviewed journals. Two faculty members have authored text books in their respective domains.

Seminars, workshops and conferences are periodically organised to augment the students' academic knowledge. Various community outreach activities like medical check-up camps, blood donation camps, and awareness programmes are also conducted in association with Government and Non-Government agencies like Rotary club, Red Cross and NSS.

The institution has functional MOUs with TCS (Tata Consultancy Service) and Stock Market Institute, and engages with various organisations for on-the-job training, field trips, faculty exchange, add-on courses, and extension activities.

### **Infrastructure and Learning Resources**

MESIOM ensures that the infrastructure necessary for effective teaching-learning is available at all times, including high speed Wi-Fi, ICT-enabled classrooms, computer lab, commerce lab, conference hall, seminar hall, staff room and library. Our spacious conference hall comes equipped with high fidelity audio-visual equipment for various academic and cultural events. Strict infrastructure maintenance policies have also been put in place to minimise down times and ensure uninterrupted availability.

MESIOM lives by the adage “a healthy mind in a healthy body”, and accordingly provides the requisite infrastructure for various indoor and outdoor games. Students participate in cricket, kabaddi, and badminton tournaments at the institutional and university levels, and an annual athletic meet provides the opportunity to hone their athletic skills further.

The institution's library serves as a gateway to a wide range of information, substantially elevating the teaching-learning experience. Staff and students have access to books, e-books, magazines, journals, and newspapers, and the access / circulation of books, as well as the update of library stock are automated using Easylib software.

## **Student Support and Progression**

MESIOM assists students in applying for and availing relevant scholarships from Government and Non-Government sources. Students are also awarded scholarships by the management using student welfare funds, and the Placement Cell coordinates student recruitment with various reputed companies. The institution has an active, democratically elected student council to act as a liaison between students and the management. Various statutory committees have also been constituted for the timely redressal of grievances, including those related to sexual harassment and ragging.

In addition, the alumni contribute to the developmental activities of the institution

## **Governance, Leadership and Management**

MESIOM has adopted a democratic, participatory, and transparent governance model. The Management Committee oversees the growth of the institution and guides the achievement of its vision and mission. The management assigns authority to the HOI, who delegates it among different levels of institutional functionaries. The HOI also allots responsibilities to various committees based on domain expertise.

The staff is routinely given financial support to attend conferences, workshops, seminars, FDPs and orientations. In the year 2019-20, all faculty members attended FDPs and received financial support.

MESIOM's emphasis on transparency is reflected at all levels, including in financial management. For instance, to demonstrate that funds received from stakeholders are utilised effectively, annual financial statements are verified by internal and external auditors and subsequently certified by a chartered accountant.

The IQAC acts as the guiding force for all the institution's activities and ensures high quality output. It conducts bi-annual meetings to review academic and administrative activities.

## **Institutional Values and Best Practices**

The Institution creates awareness, and sensitises students about gender and related issues. It has a structured mechanism for waste management, and also encourages the minimal use of paper and plastic. An MOU has been signed with ITC for safe disposal of e-waste and recycling paper, and water, energy and green audits are conducted periodically. Staff and students are encouraged to use battery-driven vehicles, bicycles and public transport systems.

The campus is also fully disabled-friendly. To create an inclusive environment, the institution commemorates important days irrespective of region, religion, community etc. We believe in providing equal opportunities for

all, and organise programmes that manifest constitutional values of democratic outlook and scientific temperament in the process of nation building.

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## 2. PROFILE

### 2.1 BASIC INFORMATION

Name and Address of the College	
Name	MES INSTITUTE OF MANAGEMENT
Address	Vidyavihara 25/1 17th Main II Block Rajajinagar
City	Bangalore
State	Karnataka
Pin	560010
Website	<a href="https://www.mesiom.in">https://www.mesiom.in</a>

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Sharada.S	080-23128338	9008723053	-	mesiom9@gmail.com
IQAC / CIQA coordinator	Harini. M.S	080-23128321	8310258142	-	smallgubbi@gmail.com

Status of the Institution	
Institution Status	Private

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
Date of establishment of the college	31-05-2006



**University to which the college is affiliated/ or which governs the college (if it is a constituent college)**

State	University name	Document
Karnataka	Bengaluru Central University	<a href="#">View Document</a>

**Details of UGC recognition**

Under Section	Date	View Document
2f of UGC	23-06-2018	<a href="#">View Document</a>
12B of UGC		

**Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)**

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

**Details of autonomy**

Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No
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**Recognitions**

Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

**Location and Area of Campus**

Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Vidyavihara 25/1 17th Main II Block Rajajinagar	Urban	0.5	987.36

## 2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No. of Students Admitted
UG	BCom, Commerce	36	PUC or equivalent	English	200	146
UG	BBA, Management	36	PUC or Equivalent	English	60	57

### Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				19			
Recruited	0	0	0	0	0	0	0	0	4	14	0	18
Yet to Recruit	0				0				1			

<b>Non-Teaching Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				8
Recruited	3	5	0	8
Yet to Recruit				0

<b>Technical Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				19
Recruited	4	14	0	18
Yet to Recruit				1

### Qualification Details of the Teaching Staff

<b>Permanent Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	1	3	0	4
M.Phil.	0	0	0	0	0	0	1	5	0	6
PG	0	0	0	0	0	0	4	14	0	18

<b>Temporary Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

<b>Part Time Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

<b>Details of Visting/Guest Faculties</b>				
<b>Number of Visiting/Guest Faculty engaged with the college?</b>	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
		0	0	0

**Provide the Following Details of Students Enrolled in the College During the Current Academic Year**

<b>Programme</b>		<b>From the State Where College is Located</b>	<b>From Other States of India</b>	<b>NRI Students</b>	<b>Foreign Students</b>	<b>Total</b>
UG	Male	103	3	0	0	106
	Female	97	0	0	0	97
	Others	0	0	0	0	0

<b>Provide the Following Details of Students admitted to the College During the last four Academic Years</b>					
<b>Programme</b>		<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>
SC	Male	14	8	9	5
	Female	9	18	5	10
	Others	0	0	0	0
ST	Male	0	2	1	1
	Female	3	2	1	0
	Others	0	0	0	0
OBC	Male	45	45	34	38
	Female	38	38	25	37
	Others	0	0	0	0
General	Male	72	56	65	41
	Female	57	82	60	31
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
<b>Total</b>		<b>238</b>	<b>251</b>	<b>200</b>	<b>163</b>

## Extended Profile

### 1 Program

#### 1.1

Number of courses offered by the Institution across all programs during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
75	73	73	73	69
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

#### 1.2

Number of programs offered year-wise for last five years

2019-20	2018-19	2017-18	2016-17	2015-16
2	2	2	2	2

### 2 Students

#### 2.1

Number of students year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
675	598	573	527	495
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

#### 2.2

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
130	130	130	130	130

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

### 2.3

#### Number of outgoing / final year students year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
188	148	200	134	112

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

## 3 Teachers

### 3.1

#### Number of full time teachers year-wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
18	19	19	18	14

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

### 3.2

#### Number of sanctioned posts year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
19	19	19	18	14

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

## 4 Institution

### 4.1

#### Total number of classrooms and seminar halls

**Response: 10**

**4.2**

**Total Expenditure excluding salary year-wise during last five years ( INR in Lakhs)**

2019-20	2018-19	2017-18	2016-17	2015-16
53.07	29.63	22.48	29.97	24.94

**4.3**

**Number of Computers**

**Response: 30**

**4.4**

**Total number of computers in the campus for academic purpose**

**Response: 32**



## 4. Quality Indicator Framework(QIF)

### Criterion 1 - Curricular Aspects

#### 1.1 Curricular Planning and Implementation

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

##### Response:

MES Institute of Management, formerly affiliated to Bangalore University from inception till 2017-2018, is now affiliated to Bengaluru City University and offers two UG programs – B. Com and BBA

The Institution meticulously follows the curriculum prescribed by the University and implements the same in a well-planned manner with carefully set timetable.

A structured plan is prepared for effective curriculum delivery through a consultative process by the HOI and the faculty. This deliberative process involves the following steps: -

- Step I – Subject allocation
- Step II – Setting the Learning Objective – programme and course outcomes
- Step III – Preparation of lesson plan
- Step IV – Assessment of Academic achievement

**Step I** – To ensure effective delivery, subject allocation to the faculty is done based on their expertise as well as, feedback obtained by the students before the commencement of each semester. After allocation of subjects, each faculty member is assigned individual time table to help them prepare for the classes.

**Step 2** – In alignment with the vision and mission statement of the Institution, as well as the prescribed UGC guidelines, each programme has well-defined programme outcomes and program specific outcomes. Course outcomes and module-wise outcomes are framed by the faculty handling the particular course and is conveyed to the students at the commencement of every semester.

**Step 3** – At the beginning of every semester, each faculty prepares a lesson plan and maintains a work diary, keeping in mind the time table also making allowances for additional classes. To augment the understanding of subjects taught, the faculty share the required course material and help students solve previous years' question papers and prepare for the examination.

**Step 4** – Assessment of academic pursuit is done through CIE by conducting two internal tests, assignments, projects, viva voce, presentations and quiz all through the semester. Pertaining to the semester, academic record of each student is maintained by the faculty which helps in assessing the performance and achievements of students.

MESIOM provides effective curriculum delivery with the help of well qualified and experienced teachers who adopt innovative teaching methodologies. The HOI reviews the syllabus completion periodically and takes necessary initiatives such as, conducting additional classes, remedial classes and one-to-one tutoring to achieve the primary objective of curriculum delivery.

**Additional Initiatives:** - The college offers value-added courses and organizes seminars & workshops in order to bridge the gap between academics and industry requirements. College also uses techniques focusing on experiential learning like, role play, hands on sessions, skill development activities, case study analysis and field visits for students in order to enhance practical learning.

The college conducts FDPs and workshops for faculty to keep abreast of advanced methods of teaching-learning.

#### **Additional information**

- Institution ensures ICT enabled teaching methodologies along with black board teaching as per the subject requirement.
- College has incorporated the library hour for each class in the time table to harness the reading and research habits of the students.

<b>File Description</b>	<b>Document</b>
Upload Additional information	<a href="#">View Document</a>

### **1.1.2 The institution adheres to the academic calendar including for the conduct of CIE**

#### **Response:**

At the beginning of the academic year, the HOI and the faculty, decide on the calendar of events which is on par with the academic calendar of the university. This calendar facilitates smooth conduct of various activities and further help to attain Vision, Mission and Objectives of the Institution. The Academic Calendar carries appropriate schedules regarding admission process, teaching learning schedules, internal assessment tests, parent-teacher meeting, curricular, co-curricular and extension activities, national festivals, and departmental-institutional events

CIE includes two internal tests scheduled every semester. The First Internal test is scheduled usually after 45 days of commencement of the semester and the second test is scheduled after the completion of the syllabus. The timetable is circulated to the students well in advance and the same is displayed on the Notice Board.

Within 10 days of examination, evaluated answer scripts are distributed to the students and queries are addressed by the subject teachers. Students who are absent for the test on genuine grounds are allowed to take a re-test/viva/ assignment on later dates.

After the compilation of marks, parent teacher meeting is held, as per the schedule, to discuss their wards' performance, and feedback is obtained on the teaching-learning process. This helps to identify slow and advanced learners. Remedial classes and one to one tutoring are conducted for slow learners to clarify their doubts on difficult topics. For advanced learners, the faculty take additional initiatives by assigning analytical/logical reasoning which enables the students to get better grades.

As a part of CIE, students are given assignments, case studies, quizzes, presentation and project work in each subject throughout the semester, to develop analytical skills and research abilities.

File Description	Document
Upload Additional information	<a href="#">View Document</a>

**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 last five years**

1. Academic council/BoS of Affiliating university
2. Setting of question papers for UG/PG programs
3. Design and Development of Curriculum for Add on/ certificate/ Diploma Courses
4. Assessment /evaluation process of the affiliating University

**Response:** C. Any 2 of the above

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View Document</a>

## 1.2 Academic Flexibility

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

**Response:** 100

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

**Response:** 2

File Description	Document
Minutes of relevant Academic Council/ BOS meetings	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**1.2.2 Number of Add on /Certificate programs offered during the last five years**

**Response:** 25

**1.2.2.1 How many Add on /Certificate programs are offered within the last 5 years.**

2019-20	2018-19	2017-18	2016-17	2015-16
7	6	3	4	5

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View Document</a>

### 1.2.3 Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years

**Response:** 88.27

#### 1.2.3.1 Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
669	595	393	476	415

File Description	Document
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View Document</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

**Response:**

The Institution always endeavors to inculcate human values and professional ethics among its students, as per the syllabus of the university. It conducts various programmes for instilling good practices that sensitize the students on social, cultural and ethical values, thus integrating crosscutting issues relevant to professional ethics, gender, human values, environment and sustainability into the curricular aspects.

**Professional Ethics** –The faculty members of the institution seek to inculcate in students the qualities of ethics while teaching the course. The university has prescribed compulsory core papers – Business Ethics, Corporate Communication & Corporate Governance – wherein the curriculum itself includes moral principles and good governance practices. In compliance, the institution organizes various activities to

sensitize the students on ethical issues to develop a holistic attitude and follow basic principles of ethics in their personal and professional interactions.

**Gender-** Gender related issues are part of syllabus in both B. Com and BBA programmes. Some modules in the syllabus include gender-related issues like feminist literature, women's rights and women entrepreneurs. As a policy, the institution gives equal opportunities to both boys and girls in all the events of the college. In addition to this, various gender sensitization programmes are organized by inviting eminent speakers. The institution celebrates International Women's Day by inviting women of substance and also appreciates and honours women staff in recognition of their service to the institution. Various other programmes like seminars, legal awareness and short plays are also conducted.

**Human Values** – Students are benefitted by prescribed courses and topics in the language curriculum that lays emphasis on human values.

The institution upholds the value of "live and let live" through mutual respect and understanding and also inculcates values by organizing various events like guest lectures, seminars and FDPs for faculty and students. In addition to this, personality development programmes by DISHA, civic awareness programmes by CMCA, NSS and Rotaract club activities help to inculcate social values and spirit of patriotism among the students.

**Environment and Sustainability** – The university has prescribed Environmental Studies as a compulsory paper and there are lessons/topics in the language text books to impart the importance of environment, conservation of natural resources and control of pollution. As a home-grown initiative, the Institution has constituted the ecology club 'Dharini', which strives to make students environment conscious. The NSS and Rotaract clubs of the college organizes environment related programmes like cleanliness drive, tree sapling, awareness on reducing the use of plastic, waste management etc., to sensitize students towards environmental issues.

File Description	Document
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	<a href="#">View Document</a>

### 1.3.2 Average percentage of courses that include experiential learning through project work/field work/internship during last five years

**Response:** 3.27

#### 1.3.2.1 Number of courses that include experiential learning through project work/field work/internship year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
4	3	2	2	1

File Description	Document
Programme / Curriculum/ Syllabus of the courses	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

### 1.3.3 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)

**Response:** 22.37

#### 1.3.3.1 Number of students undertaking project work/field work / internships

Response: 151

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

## 1.4 Feedback System

**1.4.1 Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders 1) Students 2) Teachers 3) Employers 4) Alumni**

**Response:** A. All of the above

File Description	Document
URL for stakeholder feedback report	<a href="#">View Document</a>

**1.4.2 Feedback process of the Institution may be classified as follows: Options:**

1. Feedback collected, analysed and action taken and feedback available on website
2. Feedback collected, analysed and action has been taken
3. Feedback collected and analysed
4. Feedback collected
5. Feedback not collected

**Response:** A. Feedback collected, analysed and action taken and feedback available on website

File Description	Document
URL for feedback report	<a href="#">View Document</a>

## Criterion 2 - Teaching-learning and Evaluation

### 2.1 Student Enrollment and Profile

#### 2.1.1 Average Enrolment percentage (Average of last five years)

**Response:** 84

##### 2.1.1.1 Number of students admitted year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
238	251	200	163	240

##### 2.1.1.2 Number of sanctioned seats year wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
260	260	260	260	260

#### File Description

#### Document

Institutional data in prescribed format

[View Document](#)

Any additional information

[View Document](#)

#### 2.1.2 Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy ) during the last five years ( exclusive of supernumerary seats)

**Response:** 74.31

##### 2.1.2.1 Number of actual students admitted from the reserved categories year wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
109	113	75	91	95

#### File Description

#### Document

Institutional data in prescribed format

[View Document](#)

Any additional information

[View Document](#)

## 2.2 Catering to Student Diversity

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

#### Response:

Each student has different learning capabilities, and students enrolled in a specific program have different intellectual levels. The institution systematically addresses the needs of both the slow learners and advanced learners to nurture their skills, and improve their academic performance.

The following are the strategies adopted by the institution to assess the learning levels of students.

1. **Post admission counseling:** The admission committee of the college conducts the post admission counselling through one-to-one interaction with the student to assess his/her competency after considering the previous qualifying exam scores.
2. **Bridge course:** A bridge course is conducted for the new admits within two weeks after the college reopens, in subjects like Accounting, Methods and Techniques of Business Decision, and English to identify and fill the academic gaps. This helps the institution to assess the learning levels of the new entrants and plan the curriculum accordingly. In turn, it helps the students to review the fundamental concepts of subjects.
3. **Continuous Internal Evaluation:** The students are continuously assessed through two internal tests, quizzes, viva-voce, presentations, assignments and project work in every semester.
4. **Mentoring and profiling of students:** The effective academic and personal mentoring system and recording performance of students in the Student Profile goes a long way thus providing the best possible support system for their academic growth.

#### Special activities for Slow Learners

- a. The slow learners are counselled by mentors to overcome the academic difficulties.
- b. **Remedial classes and one to one tutoring:** Remedial classes are conducted for slow learners, after the first internal test, revising the topics in which the student's performance is below the expected level. In addition, students are encouraged to meet the concerned teachers beyond class hours to clarify their doubts.
- c. Peer learning is encouraged by forming students study groups.
- d. Faculty provide additional questions for the students to attempt and also provide learning material to the slow learners to overcome the learning difficulties and improve their performance.
- e. In the subjects which require students to acquaint themselves with the provisions like Direct and Indirect taxation, Corporate Structure & Administration, Banking operations and innovations and Business Regulations, the faculty conduct viva voce.

#### Strategies for Advanced Learners

- a. The advanced learners are advised to refer books of professional courses like CA, CS, and reference books of various other subjects available in the library.
- b. Mentors and teachers encourage and guide the students to enhance their academic performance, which motivates them to get university ranks.
- c. Motivating the students to participate in intra and inter collegiate competitions related to academics
- d. Guiding the students to participate in various conferences and present papers.
- e. Topics related to current affairs are assigned to advanced learners, who present the same in the common assembly, and exhibit the articles and charts on the pin-up board in the class room. These activities help to keep pace with the current affairs and gain relevant knowledge.
- f. Students are also advised to enroll for online certification courses conducted by corporate houses,



MOOCs, Coursera and other certification courses.

File Description	Document
Paste link for additional Information	<a href="#">View Document</a>

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

**Response:** 38:1

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

**Response:**

MESIOM constantly endeavors to create a learning environment that is aligned with the vision and mission of the Institution. Students are imparted education by adopting a right blend of traditional and modern methods of teaching-learning processes. Faculty members use a wide range of pedagogical tools to make learning student-centric with an objective to enhance student skills to solve problems and make learning interesting.

Activities for Experiential Learning:

1.The Institution organizes an annual exposition – Samanvitha a theme-based flagship event of Commerce and Management Club, wherein students are motivated to conduct research and prepare models, charts, PPT's on given themes like Sustainable Development, Smart Cities, Make in India, Digital India, Three R's (reduce, reuse and recycle) of Sustainability, Green Marketing etc., and make team- wise presentation before the jury members and other invitees. This club also organizes various other competitions, intercollegiate management fest "Ankura" to develop team building skills among the students.

2.The Institution organizes workshops by inviting experts from both academia and industry for the academic progress of the students.

3.Practical subjects in B.Com and BBA have curriculum related to community service, which exposes the students to vulnerable sections of society. It helps the students to develop awareness and better understanding of the communities we live in.

Activities for Participative Learning

1.Different learning methods like analytical, problem solving, case study, and teamwork-based activities are employed while teaching. Activities such as budget analysis, product launch, case-study analysis, best manager are organized throughout the year to provide students an opportunity to gain practical experience

2.Project work and Internship: Project work and Internship is a part of learning process which facilitates research culture among students in their subject domain. The knowledge gained through participation will

help them understand the real-world concerns.

3.Industrial Visits: Industrial visits are organized by the institution for both B.Com and BBA students to gain exposure to the industrial operations.

4.Entrepreneurship: Swayamanveshana, an annual expo by the Entrepreneur Development cell offers the students a platform to nurture their entrepreneurship skills. It gives students an opportunity to have hands on experience in setting and managing a ‘real-world business’ for a day. The best teams are recognized and awarded based on their creative ideas, and on the concepts of less investment and more profit.

5.The language departments organize literary events like debate, group discussion, essay writing, presenting research articles, collage making, pick and speak to enhance the language skills of the students All these student centric activities are aimed at elevating the practical knowledge, skills, and build confidence among the students.

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

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

#### Response:

ICT tools complement the traditional teaching- learning methods. The institution recognizes that the use of technology enhances the effectiveness of teaching – learning process, and provides innovative methods for enriching the learning experience. The institution has resources like ICT enabled classrooms with projectors, laptops, and the campus is enabled with high speed wi-fi connections.

To enhance the effectiveness of classroom delivery, faculty use power point presentations with videos and animations. Soft copy of the study material is shared to the students through WhatsApp groups and the same is uploaded in the college website. The respective subject teachers engage the commerce lab and computer lab for hands on sessions on tally, e-filing of tax returns, GST, Mock trading, E-Business and accounting subjects. To encourage e-learning, the college has a well-equipped computer lab with high-speed internet connections.

The faculty can also use laptops provided by the college for preparation of notes, PPTs and for engaging online classes. Desktop is installed in the staff room, commerce lab and library for facilitating e-learning and conducting online classes. The library has facility for online access where the faculty can access e-resources like N-List, NDL, KPDL, e-books and journals. A desktop is installed in the library with internet connection that helps students and faculty access online open resources. Students can also access e resource tools like e-journals, -e-books and periodicals for their research and project activities. To engage the online classes during the pandemic e- resource apps are used for live streaming of the classes.

A five days FDP was organized to train the faculty on how to conduct online classes and hands on session of MOODLE application. Many of the faculty members had taken up on-line FDP courses organized by Ministry of Human Resources Development (MHRD), which in turn has contributed to the -better management of virtual classes.

Students are encouraged to take online certification courses and internship programmes through various platforms.

ICT enabled teaching-learning is supported with regular practical sessions, access to digital library, online courses, e-journals & e-books, use of LCD projectors for seminar and workshops. In addition, there is an effective use of educational videos and accessibility of non-print materials, case studies and the project-

based learning methods.

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

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

**Response:** 38:1

#### 2.3.3.1 Number of mentors

Response: 18

File Description	Document
Mentor/mentee ratio	<a href="#">View Document</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View Document</a>

## 2.4 Teacher Profile and Quality

### 2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

**Response:** 98.95

File Description	Document
List of the faculty members authenticated by the Head of HEI	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

### 2.4.2 Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)

**Response:** 13.3

#### 2.4.2.1 Number of full time teachers with *Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt.* year wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
4	3	3	1	1

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

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

**Response:** 6.78

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

Response: 122

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

## 2.5 Evaluation Process and Reforms

### 2.5.1 Mechanism of internal assessment is transparent and robust in terms of frequency and mode

**Response:**

The Institution ensures that the students are aware of the mechanism of internal assessment. The Examination Committee plays a pivotal role in creating awareness about Continuous Internal Assessment. The orientation programme held at the outset of the academic year for the first-year students, appraises both students and parents about the evaluation process. The second and final year students are informed about the mode of continuous internal assessment at the beginning of every semester.

#### **Mechanism of internal assessment**

The Examination Committee schedules two internal tests of 50 marks each. The First test is conducted 45 days after commencement of the semester and the second test after completion of the syllabus.

The time table of the internal tests are displayed on the notice board and informed to the students through circulars, and forwarded to the class WhatsApp groups, at least 10 days in advance.

Each faculty member informs the students of the course outcomes which will be assessed based on the portions completed.

Attendance of test-session is marked by the examination committee. In case of students being absent without prior permission, the class teacher/mentor call the parent to know the reason for their wards' absence. Further, teachers conduct retest/ assignments/ viva voce for the absentees.

The evaluated scripts are distributed to the students and the marks are submitted to the examination

committee within 10 days of completion of the tests.

Parent-teacher meeting is conducted during which the class teacher and the mentor update the parents of their wards' progress and discuss initiatives taken for academic progress.

Additionally, students are continuously evaluated based on the assignments, projects, quizzes given for every course.

The institution ensures transparency while awarding IA marks and has an effective mechanism for redressal of grievances.

Transparency and uniformity of assessment are ensured by discussing the answer keys and the scheme of evaluation of the two internal tests with the students. Doubts of students with regard to valuation are clarified to ensure transparency while awarding IA marks.

The internal assessment marks are calculated based on the scheme of examination given by the University - attendance, two internal test marks and assignments. Further other components such as classroom interaction, understanding of the concepts, creativity in syllabus-related activity and unit test are also taken into consideration.

After the internal assessment marks are computed, the HOI, along with the respective class teachers, reviews the entries and the final IA marks are displayed on the college notice board.

The institution has an effective mechanism for redressal of grievances pertaining to examination and declaration of results.

Students can enquire from the subject teachers about discrepancy in the IA marks awarded to them.

For any further grievances, the student can approach HOD and if necessary, can be brought to the notice of the HOI. If the discrepancy in the IA marks is genuine, the HOI seeks an explanation from the respective subject teacher and makes necessary changes in the IA marks.

IA marks are subsequently uploaded in the University portal.

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

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

#### **Response:**

-Evaluation is a systematic process of assessing the levels of learning by the students. Consistent evaluation procedures are employed in the institution and an immediate grievance redressal mechanism, both at the institutional level and at the university level facilitate the students to resolve the grievances.

#### **At the Institutional level:**

- In the beginning of the academic year, the institution constitutes an Examination Committee comprising two or three faculty members, headed by a senior faculty member.
- The committee is responsible for the smooth conduct of examinations, both internal and external (Semester and term-end examinations) and all relevant documents related to both internal and external examination, is meticulously maintained.
- Under the supervision of the HOI, the above-mentioned documents are referred to in case of grievances related to examination, and this mechanism ensures transparency in addressing the grievance.

- Students with grievances related to internal examination can approach the examination committee through the class teacher/ mentor, and the issue is resolved by the committee without delay.
- **At the University level:**
- The HOI is the Chief Superintendent of end-semester examinations. The Examination committee, constituted at the beginning of an academic year, is responsible for the conduct of examinations under the supervision of the HOI.
- The grievances related to hall ticket, university exam question paper etc, is reported by the students to the faculty member/invigilator, who in turn brings it to the notice of the HOI or in case of emergency; a student can directly approach the HOI. The HOI discusses the issue with examination committee and resolves it at the institutional level. If required, the HOI reports it to the concerned department of the affiliating University without any delay.
- In case of examination-related grievance that requires a follow-up at the University level, the HOI personally addresses the same by meeting the concerned authorities without any delay.
- In case of any issues arising during the course of examination, the HOI resolves the same in consultation with the Examination Committee members or Coordinators of Examination, nominated by the University.
- After the declaration of semester results, aggrieved students who wish to apply for photocopy of answer scripts or for revaluation can do the same, with the assistance of the office staff.
- A representative member is specifically designated to address grievances relating to corrections in IA marks, non-receipt of marks cards, corrections in marks cards and, convocation certificates. The staff member approaches the university officials whenever necessary along with required documents and sorts out the issue.

The institution ensures that the students are provided with a time bound, transparent and efficient mechanism to address examination related grievances.

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

## 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.

#### Response:

The Institution recognises that the core philosophy of Outcome-Based Education rests in adhering to student-centric learning approaches and to measure a student's performance based on predetermined set of outcomes. Course outcomes define fundamental and advanced knowledge content of the course, the ability as well as skill sets that can be acquired in applying knowledge gained in the program.

It is important that the faculty and students are aware of the course outcomes and the competencies expected to be developed at the end of a course and likewise at the end of a particular program.

- The HOI and faculty deliberate, devise and revise the course and program outcomes at the beginning of the year in tune with the dynamic environment the students have to face.
- Curricular activities of the institution are aligned and organised in accordance with the course and

program outcomes that enhance students' learning outcomes.

- Faculty write appropriate Course outcomes for each course at the beginning of semester using action verbs of learning levels as suggested in Bloom's Taxonomy of Learning Objectives.
- Faculty write the lesson plan of the course modules each semester to facilitate the stated course outcomes. Students are informed about the course outcomes while discussing and providing an overview of the syllabus.
- IQAC meetings deliberate on the steps to be taken for restructuring the course outcomes when there is a change in the syllabus so that learning outcomes are achieved. After deliberations in the meeting, these changes are incorporated and communicated to students.

Mechanism of Communication:

Students:

- Pre-Admission Counseling: Students are informed about the programme, course outcomes and career advancement opportunities during the pre-admission counseling.
- Orientation Programme: Students of First year B. Com and BBA are informed about the programme outcomes, program specific outcomes in line with the Vision and Mission of the institution at the beginning of their journey in institution.
- Semester-wise: At the beginning of each semester the students are informed about the learning outcomes and the competencies expected to be developed by them by the class teacher, mentor and subject teachers.
- Internal Assessment Tests: The faculty discusses the course and module outcomes that will be assessed during the two internal tests held each semester and also the methodology adopted to measure the students' understanding of the concepts, on the basis of the learning outcomes.
- Projects and Assignments: The learning outcomes on completion of assignments and projects are discussed by the subject teacher.
- Pin Up Boards: The programme outcomes and programme specific outcomes are displayed in the Pin Up Boards put-up in each classroom.

Teachers:

- Staff Meetings: The HOI informs the teachers to design appropriate teaching and learning Pedagogy, assessment based on learning outcomes and the competencies the student is expected to achieve at the end of the course.
- Newly appointed faculty are appraised informally by the HOI during the induction.

Printed materials: The institution prospectus mentions the course matrix for the programs.

Institution Website: The programme, programme specific and course outcomes are uploaded in the website of the institution.

File Description	Document
Upload COs for all courses (examples from Glossary)	<a href="#">View Document</a>

**2.6.2 Attainment of programme outcomes and course outcomes are evaluated by the institution.****Response:**

MESIOM considers that the main aim of Outcome Based Education is in adhering to student centric learning approach, and to evaluate students performance based on predetermined set of outcomes and so has a structured process for the attainment of COs, POs and PSOs:

Each faculty member writes appropriate COs for each course of the programme at the beginning of each semester. A correlation is established between COs and POs in the scale of high-3, moderate-2 and low-1. A mapping matrix is prepared in this regard for every course of the programme.

Attainment of Course Outcomes:

The CO attainment levels are measured in terms of students performance assessed through Continuous Internal Evaluation (CIE). It consists of two internal assessment marks, assignments, project & viva voce with respect to the course outcomes and end-semester examination conducted by the university. Weightage is given in accordance with the significance of each component to ascertain the average marks. This is a form of direct measurement for each course.

At the end of each semester the faculty computes the performance of students based on average marks scored in internals and semester ending examination to assess the learning outcomes. Weightage is given to learning outcomes based on the average marks of each course and four-point scale to find out the attainment of course outcomes, and eventually program specific outcomes.

After the declaration of results by the university, the institution prepares a report on result analysis, and submits the same to the management which is placed before the Governing Body for discussion. The Management and Governing Body go through the report and register their comments for further improvements and achievements of the course outcomes, programme specific outcomes and programme outcomes.

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

**2.6.3 Average pass percentage of Students during last five years**

**Response:** 84.68

**2.6.3.1 Total number of final year students who passed the university examination year-wise during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
174	132	184	112	74

**2.6.3.2 Total number of final year students who appeared for the university examination year-wise during the last five years**



2019-20	2018-19	2017-18	2016-17	2015-16
188	148	200	134	112

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Paste link for the annual report	<a href="#">View Document</a>

## 2.7 Student Satisfaction Survey

<b>2.7.1 Online student satisfaction survey regarding teaching learning process</b>	
<b>Response: 3.78</b>	
File Description	Document
Upload database of all currently enrolled students (Data Template)	<a href="#">View Document</a>
Upload any additional information	<a href="#">View Document</a>

## Criterion 3 - 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 last five years (INR in Lakhs)

Response: 0.95

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

2019-20	2018-19	2017-18	2016-17	2015-16
0.95	0	0	0	0

#### File Description

#### Document

Institutional data in prescribed format

[View Document](#)

e-copies of the grant award letters for sponsored research projects / endowments

[View Document](#)

Any additional information

[View Document](#)

#### 3.1.2 Percentage of departments having Research projects funded by government and non government agencies during the last five years

Response: 12

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

2019-20	2018-19	2017-18	2016-17	2015-16
3	0	0	0	0

##### 3.1.2.2 Number of departments offering academic programmes

2019-20	2018-19	2017-18	2016-17	2015-16
5	5	5	5	5

File Description	Document
Supporting document from Funding Agency	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Paste link to funding agency website	<a href="#">View Document</a>

### 3.1.3 Number of Seminars/conferences/workshops conducted by the institution during the last five years

Response: 27

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

2019-20	2018-19	2017-18	2016-17	2015-16
6	6	5	3	7

File Description	Document
Report of the event	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</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 last five years

Response: 0.57

#### 3.2.1.1 Number of research papers in the Journals notified on UGC website during the last five years.

2019-20	2018-19	2017-18	2016-17	2015-16
3	2	0	3	2

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</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 last five years

**Response:** 1.25

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

2019-20	2018-19	2017-18	2016-17	2015-16
6	6	9	0	1

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</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 last five years.

**Response:**

MESIOM designs its programmes to provide holistic education for inclusive growth, and a community welfare to sensitize the students on social, moral and cultural values, and help them to build these values through extension programmes. No education should exist in isolation impervious to social concerns and in fulfilment of this, the college reaches out to the neighbourhood community by collaborating with Rotary Club North, Red Cross Society, NSS and other NGOs. The following events are organized to sensitize the students on social issues:

- **Blood Donation Camp** – The college organizes voluntary blood donation camp every academic year in collaboration with Rashthrothana Blood Bank, with the concept “Save a life, Donate Blood”.
- **Annual Health Check-up Camp**– Every year the Rotaract Wing of MESIOM, in association with Rotary Club (North), organizes an annual health check-up for the benefit of the neighbourhood. Medical camps like eye, dental and heart check-up are conducted on a regular basis, annually. In 2019-20, in addition to the above, women of the neighbourhood were sensitized about gynecological problems along with breast and cervical cancer screening, through medical check-up by eminent doctors.
- **NSS Activities** – The NSS unit of MESIOM organises annual 7days camp in the outskirts of Bangalore, like legal awareness programme, lectures on conservation of environment, sapling of trees for the benefit

of the villagers. During the course of the annual camp, shramadhan and cleanliness drive are also meticulously organized. The NSS unit also initiates a voluntary trekking camp every year to create awareness about Swachh Bharath Abhiyan.

- **Awareness:** The institution organizes awareness programmes on various social issues, environment conservation, obeying of traffic rules, voting rights by rallies and street play.
- **Webinars:** In light of the pandemic, the institution organized a webinar to the public, to create awareness about Covid 19 & its preventive measures, which was the need of the hour during pandemic situation.
- **Organ Donation:** An awareness programme on the importance of organ donation was conducted, and the highlight of the programme was a student, who donated a part of her liver to her mother, was felicitated by Dr. Sachidananda, Surgeon, who was a part of the transplant team.
- **Other extension activities in the neighborhood:**
  - The college organizes a myriad of activities like visit to old age homes, orphanages, blind school etc., to serve the needy.
  - Fund raising - Students and faculty generously donate financial and non-financial aid to people in need, and also in times of natural disasters
  - Thus, activities of the institution are devised to create awareness among students about social responsibilities, and to understand the importance of community service through voluntary act.

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

### 3.3.2 Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years

**Response:** 0

#### 3.3.2.1 Total number of awards and recognition received for extension activities from Government/ Government recognised bodies year-wise during the last five years.

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

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

### 3.3.3 Number of extension and outreach programs conducted by the institution through NSS/NCC,

**Government and Government recognised bodies during the last five years****Response:** 25**3.3.3.1 Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
2	5	7	5	6

File Description	Document
Reports of the event organized	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**3.3.4 Average percentage of students participating in extension activities at 3.3.3. above during last five years****Response:** 54.74**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., year-wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
358	314	399	252	251

File Description	Document
Report of the event	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

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

**Response: 5****3.4.1.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-job training, research etc year-wise during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
1	1	1	1	1

**File Description****Document**

Institutional data in prescribed format

[View Document](#)

e-copies of linkage related Document

[View Document](#)

Any additional information

[View Document](#)**3.4.2 Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the last five years****Response: 9****3.4.2.1 Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
6	1	2	0	0

**File Description****Document**

Institutional data in prescribed format(Data template)

[View Document](#)

e-Copies of the MoUs with institution./ industry/ corporate houses

[View Document](#)

## Criterion 4 - 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.**

**Response:**

MESIOM has adequate infrastructural facility for teaching learning which includes ICT enabled classrooms, laboratories, computing equipment, conference hall, seminar hall, staff room, rest rooms, library, canteen and, badminton court to support academic activity. The campus is covered under CCTV surveillance system.

**Nine Classrooms: (Area 7482Sq Feet)** The College has large and spacious classrooms with natural ventilation and lighting. Students are provided with comfortable and, ergonomically designed desks and benches. Classrooms are equipped with LCD projectors, internet connectivity and audio-visual facilities. The classrooms are equipped with blackboard, podium and pin up boards, are also used for conducting university examinations, add-on courses and training programmes.

**Library Area 1103 Sq feet:** The Library of MESIOM has been pooling quality resources in all formats and has installed Easylib Software for library management and has a wide range of books in Commerce, Management, English, Kannada, Hindi, Sanskrit, fiction & non-fiction, personality development, special reports, theses, professional course, competitive exams and mythological series. The college has a self-financed book-bank facility with 254 text books for students belonging to reserved category. Faculty and students can access e-resources like N-List and NDL for reference with the two computer systems installed in the library. The library also subscribes to National and International journals, various regional and national newspapers, magazines and periodicals. Over the years the number of books and journals have increased, and currently the library has 10,455 books and 15 journals are subscribed. MESIOM also started Departmental Library in 2018-19 with 57 reference books of various subjects.

**Computer lab (Area 567 Sq feet):** Computer Lab has 30 systems with 2 UPS of 7.5 KV for power back up, and is ICT enabled with an internet speed of 50 MBPS which run-on MS Windows 7, and Windows XP. It has licensed Tally ERP.9 and Quick heal Antivirus software. Hands on learning is provided for the University prescribed courses of E-Business and Accounting. It is also used to conduct Add on Programmes - Stock Market Institute Certificate Program, TALLY ERP 9 with GST, Python, Advanced EXCEL and, 360-degree Financial Modeling.

**Commerce lab (Area 208 Sq feet):** The Commerce Lab is equipped with computer system for Practical skill development and selected reports on skill development activities submitted by the students are placed in the lab for reference. Commerce Lab aims at giving a practical exposure to the theoretical concepts gained in the classroom.

**Supporting Infrastructure facilities:**

The Conference Hall built in the area of 2496 Square feet is equipped with audio-visual equipment, LCD projector, and with a capacity of 350 seats. An ICT enabled, sound proof seminar hall with a capacity of 250 seats (shared resource) is also available for conducting workshops, seminars, FDPs and conferences.



The College campus is equipped with Public Address System to address students and staff simultaneously. Generator facility with a capacity of 62.5 KVA and UPS facility with a capacity of 3 KVA & 7.5 KVA is available as standby to ensure uninterrupted power supply for the teaching learning process.

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

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

##### Response:

MESIOM understands that the growth and success of the Institution involves empowered students so, the institution endeavors to provide the necessary infrastructure for achieving the same. MESIOM, has strong academics added with an equal measure of cultural activities, sports, games and yoga for the personality development of the students.

##### Sports

MESIOM encourages its students to compete at University, State, National and International Level events by meticulously providing the necessary training and infrastructure facilities. It conducts various indoor, outdoor sports activities, and an annual Athletic Meet. Sports hour is allocated in the time table to train the students in various sporting events by the Physical Education Director. This provides the students an opportunity to enhance their psychological resilience and inculcate a spirit of sportsmanship. The College has the facility to play indoor games (carrom, chess and table tennis), and a quadrangle to play outdoor games like badminton and tennikoit, and the practice of volley ball and throw ball. Students are trained and encouraged to take up field events like cricket, Javelin-throw, Shot-put and Discus-throw in the nearby BBMP playground for which the college has an MOU. All the sports equipment's are stored in the Sports Room. There is a provision for conveyance expenses for students participating in State and National level events.

	Play area	Location	Area specification
Internal	Outdoor Game play area	College Campus (Quadrangle)	1600 Sq Feet
	Indoor Game Play area and Table tennis	College Campus (Conference Hall)	2496Sq Feet

**Yoga:** MESIOM considers that Yoga and Meditation are pre requisites for emotional well-being hence, has made it an integral part of a students journey. In this endeavor, each class is allotted physical education, Yoga and meditation class once a week. The College Conference Hall, which accommodates more than 100 students per session, facilitates the conduct of Yoga Classes. Yoga and meditation are a part of personality development programmes of Disha Bharat and a one-day workshop is conducted on the occasion of **Vivekananda Saptaha**. MESIOM observes International Yoga Day by inviting eminent personalities to educate faculty and students about the importance of yoga and meditation in our day-to-day life.

**Cultural activities:** The Cultural Wing of MESIOM strives to provide all the students an opportunity to involve in culturally enriching activities. The students with special talents, are provided an opportunity to excel and grow in their areas of expertise, and imbibe an inclination for appreciating aesthetics through cultural activities. To support these objectives, MESIOM has the necessary infrastructure in the form of a multipurpose auditorium equipped with audio-visual facilities, LCD projector to conduct various programmes like Prathibha Karanjee, Nudi Habba, Kalavedi, Surabharathi Vaibhavam, and Tarangini. The Conference Hall is equipped with music system with 4 speakers. The stage measuring 22 X 26 sq ft has a podium, special lighting and backdrop. Continuous power supply to the Conference Hall is ensured by a common generator of 62.5 KVA.

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

#### 4.1.3 Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. (Data for the latest completed academic year)

**Response:** 50

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

Response: 5

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

#### 4.1.4 Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)

**Response:** 5.73

##### 4.1.4.1 Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)

2019-20	2018-19	2017-18	2016-17	2015-16
0	2.68	0.03	1.07	3.97

File Description	Document
Upload audited utilization statements	<a href="#">View Document</a>
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

## 4.2 Library as a Learning Resource

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

#### Response:

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

**Name of the ILMS software:** Easy lib

**Nature of automation:** partial automation

**Version:** 4.3.3

**Year of automation:** January 2015.

**Registered with NDL-Registration ID:** sharadaprasanna@gmail.com

The library of MESIOM is a source of Information which makes teaching learning a profound experience. The staff and students have unlimited access to a wealth of knowledge found in resources like books, e-books, magazines and journals.

#### Library Management System

The functioning of the library is automated by Easylib Software version 4.3.3, installed in 2015, to keep track on accession of books, circulation, and updating of stock. The library management system is characterized by the following process –

**Catalogue and accession** - The library has been pooling quality resources in all formats, and has installed Easylib Software for library management. Each Book is provided with a permanent Unique Number. The Accession register records details such as accession number, date of purchase, author, supplier name, supplier address, publisher name, place of publishing, price of the book, and generates accession reports.

**Circulation:** The Circulation process involves issue & return of books and has capability to generate reports on the same. The book issue & return functions are carried out through linking user ID Card Bar Codes with the pre-printed Bar Codes on the books. The due dates of book return and applicable fines for non-return of books are computed automatically in the software thereby, simplifying the library procedure.

**OPAC:** An Online Public Access Catalog (OPAC or simply library catalogue) link is provided to the faculty for accessing e-books and e-journals.

**Set up and Security:** The day-to-day transactions of the library – both issue & return automatically get stored in the option called ‘Setup & Security’. The report of transactions can be retrieved in the future as and when needed.

**Periodicals:** The section ‘Periodicals’ in the library software provides information of the available resources like periodicals, journals and magazines in the library. The librarian updates this section as and when the new resources are acquired or deletions take place from the existing resources.

**Digital Library:** The digital library gives access to major e-resources under KDL, NLIST and NDL to the faculty and students.

**CCTV enabled:** The entire library is under the surveillance of CCTV cameras.

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

#### 4.2.2 The institution has subscription for the following e-resources

- 1.e-journals
- 2.e-ShodhSindhu
- 3.Shodhganga Membership
- 4.e-books
- 5.Databases
- 6.Remote access to e-resources

**Response:** B. Any 3 of the above

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

#### 4.2.3 Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)

**Response:** 1.23

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

2019-20	2018-19	2017-18	2016-17	2015-16
0.89	1.32	1.39	1.12	1.42

<b>File Description</b>	<b>Document</b>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>
Audited statements of accounts	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### **4.2.4 Percentage per day usage of library by teachers and students ( foot falls and login data for online access) during the last completed academic year**

**Response:** 18.18

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

Response: 126

<b>File Description</b>	<b>Document</b>
Details of library usage by teachers and students	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### **4.3 IT Infrastructure**

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

**Response:**

MESIOM firmly believes that IT facilities help to optimize teaching learning process and increases efficiency therefore , the entire campus has been enabled with ICT. The IT infrastructure facilities available in the college include thirty computer systems in the computer lab, one in the commerce lab, two in the library, four in the office, one in the staff room, four LCD projectors in the classrooms, one in the Conference Hall, and one smart board. The college has licensed Tally ERP.9 software for its operations, Windows 7 software and, licensed Quick Heal Anti-Virus PRO to provide all round protection against digital threats and viruses.

The computer systems are configured by Windows 7 Operating Systems, Intel Pentium processors Min 500 GB Hard Disks and, 1 GB RAM for computer lab. The College has a LAN Network with DLINK for interconnection of network in the Cabling.

##### **Maintenance and Upgradation**

The IT facilities in the college, the hardware, software, networking , routers are upgraded according to the requirements of the institution. The maintenance and upgradation of IT facilities are monitored by a faculty member nominated for the same, who reports the requirements to the HOI who in turn, informs the IT Manager of MES Group of Institutions. The IT Manager resolves the various issues regarding IT like website management, upgradation of software, purchase of new computer systems, laptops and LCD projectors.

The college has an AMC with NET Solutions, Bangalore, for the regular maintenance of the computer systems. The technicians of NET Solutions visits the college once a month as and when required, for the

maintenance of the IT facilities.

Annual Budgetary provision is made for procurement, upgradation, development and maintenance of the computers, and their accessories in the institution.

IT FACILITY			Execution Speed	Bandwidth	Con
Internet Facility	BSNL		100 MBPS	30-35 MBs	6D I
	Board Band				
WIFI	BSNL		100 MBPS	30-35 MBs	2D I
WIFI	ACT		250 MBPS	80-90 MBs	1 AC
Security	Annual renewal of Quick Heal Antivirus				

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

#### 4.3.2 Student - Computer ratio (Data for the latest completed academic year)

Response: 21.09

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

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

Response: A. 750 MBPS

File Description	Document
Details of available bandwidth of internet connection in the Institution	<a href="#">View Document</a>

## 4.4 Maintenance of Campus Infrastructure

**4.4.1 Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)**

**Response:** 91.1

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

2019-20	2018-19	2017-18	2016-17	2015-16
47.50	27.59	20.73	27.38	22.27

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>
Audited statements of accounts	<a href="#">View Document</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.**

**Response:**

The institution has established a system for the maintenance and utilisation of, physical and academic infrastructural facilities. The infrastructure facilities are implemented with policies to optimize the use of resources to comply to the needs of academics, research and administration. The coordination between facility and allocation ensures the optimal usage of resources in laboratory, library and classrooms inside the campus. The following are the policies and procedures for maintaining and utilising infrastructure facilities:

### **Physical infrastructure:**

The college campus, its infrastructure and equipment, is maintained by the Engineer and Maintenance Manager, who is appointed by the Management Committee. He is responsible for both the maintenance and post-maintenance of the infrastructure facilities. Regular preventive maintenance is carried out through AMC's and periodic check by the Assistant Manager, who in turn coordinates with the E & M Manager for necessary action. The HOI reports on renovation, replacement and maintenance requirement with the E & M Manager, who attends to all such requirements regularly. The E & M Manager reports to the MC and fulfils the necessary requirements.

All minor issues in the college infrastructure are attended to by the supporting staff.

The classrooms and common areas are cleaned and maintained everyday by the support staff. The furniture

and teaching aids in the classrooms are maintained in good condition. In case of repair or damage, it is brought to the notice of the Assistant Manager and HOI for necessary action.

A 62.5KVA generator provides uninterrupted power supply during teaching learning process. The power generator is maintained by AMC with NB Power Systems. The technician visits regularly the college campus for maintenance.

The College lift is used by staff, visitors and by specially abled students. The Lift also helps relocating the equipment from one floor to another. The Annual Maintenance of Lift is with SHEIDLER Pvt. Ltd. The technician visits the campus once in three months as and when, required.

The college has seven fire extinguishers which are placed in the staffroom, third floor and fourth floor corridor, conference Hall, office, library and computer lab subsequently. The extinguishers are periodically checked and refilled annually by the service provider Lakshmi Fire Extinguishers.

The RO water purifier with filtering capacity of 50 litres per hour and 500 litres per day, provides safe drinking water to the students and staff. It is regularly cleaned by the support staff, and is maintained by PURE Water House once in six months for replacement of filters. The two large overhead tanks, and a sump are also cleaned, and maintained through outsourcing periodically.

Rainwater harvesting is implemented in the campus and the water is utilized to water plants and trees in the campus.

### **ICT infrastructure:**

The IT manager, appointed by the Management Committee, is accountable for the maintenance of website, hardware, software, technical IT management and data analytics

Annual proposals for purchase of new IT equipment, repair and maintenance of available equipment's are prepared by the Assistant Manager of the institution and submitted to Head of Institution.

The HOI considers the proposals required to upgrade and updates it to the IT Manager. The IT Manager goes through the proposal and submits the same for approval from the Chief Executive based on the requirement.

The college has an AMC with NET Solutions, for the regular maintenance of computer systems. The technicians of NET Solutions visit the college once a month for required for the maintenance of the IT facilities. Upgradation of hardware and software are done periodically.

UPS services are provided by Varsha technologies on need base.

CCTV cameras are installed at strategic locations of the college premises. 26 CCTV cameras in the two floors, 2 at the parking area and 1 at the entrance have been installed. It is serviced and maintained by the service provider - Sunshine Devices Pvt. Ltd., on a need basis.

**Library:** The College has a well-equipped library with necessary books, Journals, magazines and periodicals.

The library is open on all working days between 8.00 a.m. to 3.00 p.m.

Journals and magazine are subscribed on regular basis.

Library is Partially automated with the Easy Lib software

Book Bank Facility is available for the students and they have to return the book at the end of the semester.

Delay in returning books is not entertained. Minimum fine is charged for non-return of books on time by the students.

An AMC is in place for the maintenance of Easylib Software.

Annual Budgetary provision is made for the procurement of library books and other resources based on the recommendation of the librarian and the Library Committee. The HOI will take the required decision after perusing the proposals.

N -list is subscribed for the faculty



**Sports:** Students are encouraged to participate in intra, inter collegiate, university, state, national and international events. The Physical Education Director oversees the utilization and maintenance of sports equipment and stock register. Students are allowed to access the sports equipment after the college hours for practice.

Quadrangle facilitates playing outdoor games like badminton, tennikoit, volley ball and throw ball.

The institution has MOU with BBMP for organizing outdoor games.

For conducting various outdoor sports events, the Physical Education Director gives requisition to the HOI for hiring the playground.

**Security:** Security guards provide round the clock security to the college for a safe campus life. The Management has outsourced security operations to Golden Eye Security Services.

**Other facilities:**

The college has a canteen facility which provides healthy and hygienic food at reasonable price to staff and students. The canteen facility is outsourced and maintained by the canteen owner.

Parking facility is available for the staff members.

Maintenance of restrooms and cleaning is outsourced.

An efficient and experienced gardener maintains the college greenery.

Repair and replacement of electrical components, including solar lights, is done periodically.

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

## Criterion 5 - Student Support and Progression

### 5.1 Student Support

#### 5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during last five years

Response: 4.31

##### 5.1.1.1 Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)

2019-20	2018-19	2017-18	2016-17	2015-16
52	46	14	11	8

File Description	Document
upload self attested letter with the list of students sanctioned scholarship	<a href="#">View Document</a>
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

#### 5.1.2 Average percentage of students benefitted by scholarships, freeships etc. provided by the institution / non- government agencies during the last five years

Response: 6.06

##### 5.1.2.1 Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)

2019-20	2018-19	2017-18	2016-17	2015-16
32	33	33	37	36

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

**5.1.3 Capacity building and skills enhancement initiatives taken by the institution include the following**

1. Soft skills
2. Language and communication skills
3. Life skills (Yoga, physical fitness, health and hygiene)
4. ICT/computing skills

**Response:** A. All of the above

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link to Institutional website	<a href="#">View Document</a>

**5.1.4 Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years**

**Response:** 28.19

**5.1.4.1 Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
149	133	314	113	101

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

**5.1.5 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases**

1. Implementation of guidelines of statutory/regulatory bodies
2. Organisation wide awareness and undertakings on policies with zero tolerance
3. Mechanisms for submission of online/offline students' grievances
4. Timely redressal of the grievances through appropriate committees

**Response:** A. All of the above

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View Document</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View Document</a>

## 5.2 Student Progression

### 5.2.1 Average percentage of placement of outgoing students during the last five years

**Response:** 22.63

#### 5.2.1.1 Number of outgoing students placed year - wise during the last five years.

2019-20	2018-19	2017-18	2016-17	2015-16
59	53	40	18	14

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Self attested list of students placed	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

### 5.2.2 Average percentage of students progressing to higher education during the last five years

**Response:** 18.62

#### 5.2.2.1 Number of outgoing student progressing to higher education.

Response: 35

File Description	Document
Upload supporting data for student/alumni	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

### 5.2.3 Average percentage of students qualifying in state/national/ international level examinations

during the last five years (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

Response: 14.54

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) year wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
8	6	2	7	2

5.2.3.2 Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
35	37	48	36	20

File Description	Document
Upload supporting data for the same	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 5.3 Student Participation and Activities

5.3.1 Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.

Response: 12

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) year-wise during the last five years.

2019-20	2018-19	2017-18	2016-17	2015-16
5	3	1	1	2

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
e-copies of award letters and certificates	<a href="#">View Document</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 )**

#### **Response:**

The primary stakeholders of MESIOM, the students, contribute proactively to the activities of the college through the Student's Council. The Council is a democratically elected body representative of the diverse interests of the students.

At the beginning of every academic year, the Institution constitutes the student council, and appoints coordinators for various clubs, either through election or by nomination. The HOI and faculty coordinators explain the roles and responsibilities to the members of the Student Council and provide necessary support. The student council meeting is held once a month to discuss the upcoming activities and to assign responsibilities to the members for the successful conduction of the same. Student council members coordinate with the respective faculty coordinators of the events.

#### **Role in administration:**

The President and Secretary of the student council, in consultation with the faculty coordinators, set the agenda of the student council meetings and record the minutes.

The student council members act as a link between teachers and students, they communicate the issues relating to infrastructure facilities, teaching-learning and other relevant issues, and thereby help the institution take necessary action.

Two student representatives are members of the IQAC and participate in the deliberations and share their valuable inputs for quality enhancement.

Student representatives of editorial committee coordinate with the editorial board for publishing and releasing Manjari - the Annual Magazine and Abhigna – the Bi- Annual newsletter of the institution.

#### **Role in co-curricular and extracurricular activities:**

The student council has been instrumental in forming Drusti– the team to handle social media, Task-force- the team to maintain discipline and decorum during the conduct of programmes and Trinetra– the dance troupe of the college. They actively involve in the daily prayer session and in common assembly by presenting videos, speech on current topics, share details of interviews attended and inter collegiate competitions on every Saturday.

**Co – Curricular Activities –**The student council coordinates various co-curricular activities like Orientation Day, Prathibha Karanjee– The annual cultural competitions, Graduation Day, Kalavedi - annual youth fest, Intra college sports competitions, Annual Day Celebrations and Annual Sports Day which enhances the leadership qualities, organizational skills and teamwork amongst the students.

**Departmental Activities-** The Student Council help organize Commerce and Management Club activities, Samanvitha – annual exposition, Swayam anveshana– EDP cell initiative, budget analysis, crisis management, case study analysis, best manager, business quiz, logo designing competition and language club activities and competitions like Maverix- Literary event, Nudi habba- celebration of Kannada folk culture, Surabharathi Vaibhavam and Tarangini from Sanskrit and Hindi departments.

#### **Celebrating National Festivals and Observation of Special Days:**

The Student Council coordinates and participates in celebrating and observing days of National and

International importance such as, Independence Day, Republic Day, Martyr's Day, Vivekananda Jayanthi, International Women's Day, World Environment Day, International yoga Day, National Sports Day, Teacher's Day and International Human Rights Day. They also actively participate in extension activities -NCC, Rotaract, Red Cross and NSS.

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

### 5.3.3 Average number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions)

**Response:** 7.6

#### 5.3.3.1 Number of sports and cultural events/competitions in which students of the Institution participated year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
6	8	8	8	8

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Report of the event	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</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

**Response:**

The Alumni of MESIOM have distinguished themselves in various walks of life. The institution has always maintained close ties with its former pupils. This relationship was formalized in the year 2009 through the formation of MESIOM Alumni Association. The association is not a registered body. The current membership is 1,598. The alumni of MESIOM meet once a year, on 2nd Saturday of April every year. The alumni have always proactively supported the institution and have contributed in various ways.

**Contribution of Alumni Association**

Participation in Co-curricular activities: The IQAC of the college has alumni representation. The alumni members serve as a liaison between the outside world and the institution. They help the institution in designing value-added courses and other beneficial programmes in the interest of the students.

In-house activities: The alumni, who have distinguished themselves in their chosen fields, are invited as jury members for various events. They are also invited as Resource Persons for seminars and workshops, and interact with the students by sharing their professional experience.

The alumni of MESIOM have provided technical support for conducting webinars at State and National level.

On the institution's invitation, successful alumni offer career guidance to the final year students.

The alumni liaisons between the institution and companies for various internships and placement opportunities.

The alumni have contributed to library resources by donating books.

They participate in annual NSS Camp and Rotaract Club activities like blood donation & health checkup camps

The Alumni, who are proficient in various art forms, train the students for inter institution event, Kalavedi -Yuvajanotsava and intra college competitions, Prathibha karanjee and Nudi habba.

Others:

Alumni serve as faculty members in the Institution and they act as a link between alumni and present students to maintain the legacy of the institute.

They also contribute to the student scholarship fund.

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

**5.4.2 Alumni contribution during the last five years (INR in lakhs)**

**Response:** E. <1 Lakhs

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



## Criterion 6 - 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

##### Response:

##### Vision Statement

The Vision of MESIOM is to evolve through collective leadership into a center of excellence. The institution firmly believes in empowering students to become competent global citizens, while remaining grounded in Indian heritage. It seeks to achieve a synergy between academic practices, industry preparedness, social empathy and cultural proclivities so that, all the stakeholders are benefited. It further enables, the students to develop their potential.

##### MISSION

- To impart all-encompassing knowledge: syllabus prescribed by the University as well as learning about the world beyond the classroom.
- To provide a platform for the students to build and strengthen character that will help them to face all challenges with integrity.
- To foster leadership qualities and encourage entrepreneurial skills for a better contribution to the future of India as a global leader.
- To empower youth with knowledge, skills and competence.

##### Nature of Governance

MESIOM practices a democratic, participatory and transparent mode of governance. The following committees are constituted to oversee the governance of the institution.

- Management Committee
- Governing Council
- IQAC
- Faculty Council

The Management Committee provides an overview for the growth of the institution by deliberating, guiding and empowering the institution for the achievement of vision and mission. The management assigns authority to the HOI, who delegates it to different levels of functionaries in the institution.

The Governing Council, formed as per the guidelines issued by the UGC, deliberates on the perspective growth of the institution.

The IQAC, formed as per NAAC, upholds the quality of internal processes that involves stakeholders and empowers teachers and students.

##### Faculty Council

The Faculty Council plays a pivotal role in the day-to-day operations of the institution and works in tandem with the IQAC to ensure that the strategic plans are put into action, by translating them into specific, time bound tasks for the achievement of the vision, mission and objectives of the institution.

##### Nature of perspective plans

The Steering Committee members develop perspective plan for the overall growth of the institution like, profiling of the teaching-learning experience through greater use of ICT, and innovative teaching methodologies like introduction of market-oriented, futuristic value-added courses, faculty exchange programs, extension activities, training and placements etc.

Participation of teachers in decision-making bodies: eight of the faculty, two senior faculty are part of IQAC, and Governing Body of the institution respectively and thereby, participate in deliberations and decision-making process.

The HOI, based-on action plan of the institution delegates authority and defines the area of responsibility to the faculty representing various committees at the beginning of the year. Teachers, through their committee and on their autonomous interaction, are able to contribute to the participatory ethos of the institution by deciding on certain important features like library practices. Modalities of conducting exams, themes for the cultural and literary events, technicalities for holding sports and other events of the institution. Additionally, they also take up responsibility as mentors, counsellors and spearheads of socially conscious activities like NSS, Rotaract club, Eco club, among other laudable cells.

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

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

#### Response:

MESIOM gives importance to participative management and decentralization which has become a major leverage for improving the quality in all aspects of the institution.

Case Study depicting participative management and decentralization: A state level seminar on 'Big Data Analytics'

Quality Assurance is a continuous process at MES and to facilitate the same among all its constituent institutions, the Management extends support for the conduct of theme-based seminars/ workshops/ conferences focusing on quality enhancement, and contemporary issues. MESIOM in the previous years has conducted various State/National/ International Level Conferences of which, the recent one was, State level seminar on 'Big Data Analytics in Commerce and Management'.

The Steering Committee of the institution intended to hold a seminar on Big Data Analytics and placed a proposal before the Management and the Governing Body for obtaining their insights on the same. The Management and the Governing Body approved it after meaningful discussions.

Procedure for Approval:

The proposal was placed before the management, by the HOI for organizing the seminar on "Big Data Analytics in Commerce and Management" on 9th May 2019. Keeping in mind the theme of the seminar, along with the recommendations of the GB meeting held on 6th December 2018, and the HOIs recommendation, the Management extended complete support detailing the amount to be spent on 1). Preconference and Venue requirements 2). Resource persons TA and Honorarium. 3). refreshment expenses and miscellaneous.

Action Plan: various committees were formed and defined roles and responsibility for the smooth conduct of the programme. The committees comprised staff members and the student' representatives from the

council.

Execution: The Action Plan was well executed by the staff and the students with each of them contributing their maximum for the success of the programme on the designated day, 9th May 2019. The Seminar was inaugurated and keynote address by Dr. T.V. Raju, Director, RV Group of Institutions and was presided by Shri Krishna Kumar Retd. IAS, President, MES Institutions. The Resource Persons were:

Dr. N.K Srinath, Dean, RVCE

Dr. Saroj Kumar Meher, Associate Professor ISI. Bangalore

Dr. S. Nagarajan, Director- Research, CGN World.

The Valedictory address was delivered by Shri Dilip Mavinakurve, Former MD, State Bank of Mysore. Treasurer, ME. Other management committee members graced the occasion with their presence.

Evidence of Success:

- 1.The event was well coordinated with support from management, staff and the students.
- 2.The event witnessed 35 faculty participants from over 25 colleges and the students of final year.
- 3.The Management and the Governing Body were appreciative of the event and recommended that the College provide training both to the students and the faculty in the field of Data Analytics.
- 4.Participants opined that the programme was well organized, informative, useful, and appropriate for the present market trends.

The success of the programme resulted in the introduction of two value added courses one for final year BBA students- Python and, the other for second Year BBA students on 360 degree financial modelling, and has proposed a training in “Use of statistical tools in data analytics” for the faculty.

File Description	Document
Paste link for additional information	<a href="#">View Document</a>

## 6.2 Strategy Development and Deployment

### 6.2.1 The institutional Strategic / Perspective plan is effectively deployed

#### Response:

MESIOM considers that strategic planning is a very important tool of an institution to articulate its vision, mission and objectives. Towards achieving the same, a steering committee has been constituted comprising HOI, IQAC & NAAC coordinators and senior faculty member who prepared the perspective plan after discussions with the other faculty members, and also keeping in mind stakeholders’ expectations. The proposed strategic plan is placed before the management committee and in particular, the secretary academics, by the HOI, for a one-to-one discussion of the plan and its implementation. The management after due deliberations approves the strategic plan.

Strategic Planning includes all the key areas for the growth of the institution. It includes academic excellence, good governance, encouraging research activities, student’s holistic development, increased interaction with the alumni, engagement in community services and staff development activities.

One of the plans successfully implemented towards academic excellence was the introduction of market relevant Value -Added Course in Data Analytics and E-Learning.

MESIOM envisioned to launch a 30 hours value added course in advanced excel, python, 360-degree financial modeling, e-filing of direct and indirect tax, and capital market certification programme along

with mock online trading which are market relevant, futuristic and addresses emerging trends both locally and globally.

The services by the learning partners were sought to provide training to the students, and its implementation was monitored by a faculty coordinator (value added course) who prepared a detailed report and presented it to the HOI in the review meeting. The HOI not only monitored the progress but also took feedback from the students on the content, teaching methodology, for required changes in the content of the module. The same report was placed in the IQAC meeting for review and for further improvements.

Evidence of Success:

1. Increase in the placements of the students in premier companies.
2. Increase confidence amongst students while facing interviews.
3. Practical knowledge on concepts of analyses of the financial statements.
4. Application of statistical tools in real world situations.
5. Basic and operational knowledge of coding and machine learning.
6. Knowledge enhancement in analyzing the stock market operations and independently trading in the stock market by opening D-Mat account.
7. Broadening of knowledge horizon in self-assessment of direct and indirect tax and e-filing.
8. It facilitates opportunities for self - employment of students.
9. Blending of both theoretical and practical knowledge promoting career progression.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Strategic Plan and deployment documents on the website	<a href="#">View Document</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.

#### Response:

The Organogram is the administrative setup of the college and describes the decentralized structure of administration.

**Management Committee:** MC is the apex body of the institution and is collectively responsible for overseeing the institutional activities and determining its future direction by framing policies.

**Chief Executive:** CE is responsible for implementing decisions taken and policies adopted by the MC as well as, for achieving the academic and administrative goals set by them.

Director – Academics – guides the institution on the overall quality of academics as the member of Governing Body.

Governing Body: The GB is formed according to the UGC guidelines. It deliberates on the academic and administrative aspects of the Institution and reviews the institutional functions and activities.

**Principal:** The HOI is the academic and the administrative head of the institution. The HOI has a multidimensional role to play in the progress of the institution. The principal implements the policies approved by the MC and follows the guidelines of the Government and the affiliating university.

Vice Principal: The Vice Principal assists the principal in implementation of the perspective plans of the

college and plays an important role in supporting the faculty and students in all endeavors.

**IQAC:** The IQAC, established as per the guidelines of NAAC, meets regularly to assess the quality deliverance in the institution, setting bench mark and responsible for quality enhancement of all processes in the institution.

**Faculty members:** Faculty members teach, disseminate and impart prescribed subject knowledge to students and assist students with the learning process. They act as mentors, convenors and members of various committees where they actively participate in organizing and executing the activities of the college

**Physical Education Director:** The PED motivates and trains the students in playing games, physical exercises and yoga to the students. PED is responsible for the selection of the college team, procurement and maintenance of sports materials and organizes various indoor and outdoor games.

**Librarian:** The Librarian is responsible for overseeing the daily operations of the library knowledge network and also responsible for budgeting, procurement and maintenance of knowledge resources.

**Administrative Staff:**

Administration liasoning is teamed by, efficient administrative staff who takes care of the day-to-day administration, correspondence and maintenance of books of accounts of the institution.

**Committees for executing Specific Tasks:** the various committees comprising of faculty members formed at the beginning of the academic year execute specific tasks. The committees discharge the responsibility of planning and execution of activities in a structured way.

**Statutory committees:** statutory committees are constituted as per the guidelines of UGC for the welfare of staff and students, and address the grievances.

**Student council:** Student council constituted at the beginning of the academic year, represent the interest of the students, and proactively participate by coordinating with the respective faculty members for the successful conduct of all the activities in the college.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Link to Organogram of the Institution webpage	<a href="#">View Document</a>

### 6.2.3 Implementation of e-governance in areas of operation

1. Administration
2. Finance and Accounts
3. Student Admission and Support
4. Examination

**Response:** A. All of the above

File Description	Document
Screen shots of user interfaces	<a href="#">View Document</a>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

### 6.3 Faculty Empowerment Strategies

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

**Response:**

,Teaching and non-teaching staff play an important role in development of the institution. Hence, the following are measures undertaken by the management for the welfare of teaching and non-teaching staff –

1. Financial assistance for faculty attending seminars, workshops, presenting papers in state, national and international level conferences including conveyance and registration charges.
2. Financial support for non- teaching staff attending training programme to enhance their technical skills.
3. As per C&R rules of MES, the teaching and non-teaching staff after successful completion of 10 and 20 years of services in the institution are eligible for promotion accordingly, the pay scale is revised regularly.
4. Teachers who obtain Ph. D while in service are entitled to three additional increments.
5. Six months maternity leave with pay for the staff who are the beneficiary of ESI coverage, and three months maternity leave with pay for other staff members.
6. Earned leave – six days for teaching staff and twelve days for non-teaching staff
7. Group personal accident insurance-MES subscribes to a group insurance policy with HDFC ERGO a general insurance to provide benefits under personal accident scheme to all the students and one bread earning parent/ guardian of the students as well as, all teaching & non-teaching staff members.
8. Employee Provident Fund facility- contribution towards provident fund under the employees' provident funds and miscellaneous provisions act 1952.
9. Ex-gratia payment: Rs.40,000 is paid for both teaching and non-teaching staff who retire on superannuation, in recognition of their service in the institution.
10. Management extends fee concession to the children of the regular employees studying in any of MES Institutions, limiting to one child per staff, the concession is in the form of exemption of payment of tuition fees and special development fees.
11. Any staff can become member of MES Cooperative Society and can avail benefits like loan, deposit money in FD, RD, Insurance etc.,
12. Staff Group Gratuity Policy: MES has subscribed to a Group Gratuity Policy with LIC for regular employees, who retire /resign after the completion of a minimum service of 5 years.
13. Employee state insurance scheme is provided to staff whose pay scale is less than or equal to Rs.21,000 towards medical expenses as per Employees State Insurance Act 1948.

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

#### 6.3.2 Average percentage of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the last five years.

**Response:** 52.16

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

2019-20	2018-19	2017-18	2016-17	2015-16
12	12	8	7	7

**File Description****Document**

Institutional data in prescribed format(Data template)

[View Document](#)

**6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years**

**Response:** 1.8

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

2019-20	2018-19	2017-18	2016-17	2015-16
4	1	2	1	1

**File Description****Document**

Upload any additional information

[View Document](#)

Institutional data in prescribed format(Data template)

[View Document](#)

**6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course ).**

**Response:** 20.63

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

2019-20	2018-19	2017-18	2016-17	2015-16
15	0	0	1	2

File Description	Document
Upload any additional information	<a href="#">View Document</a>
IQAC report summary	<a href="#">View Document</a>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

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

#### Response:

MESIOM has a well-structured performance appraisal system for both teaching and non-teaching staff.

#### I. Performance Appraisal System for Teaching Staff

A. Members of the teaching faculty submit an annual self-appraisal form to HOI, which is an introspective exercise to understand the level of efficiency in their performance. The performance appraisal comprises -

1. Teaching and learning and evaluation related activities, books referred, innovative teaching methods adopted, ICT used in teaching, and also details on matters related to university work like BOS membership, paper setting, evaluation etc.,
2. Professional Competencies – FDPs attended, Refresher Course, Seminars/Conferences/Workshops attended, Paper Presentation and Publication, Minor Research Projects undertaken, Consultancy and Research Guides
3. Results of the students in the previous end-semester examinations.
4. Participation in community and extension services – participation in NCC, NSS, Rotaract, Red Cross and community work which builds values of national integration, secularism and social responsibility.
5. Participation in institutional management through discharge of their responsibilities as the members of various committees.
6. Academic recognition, awards and distinctions.

#### B Student Feedback of Faculty-

The college has a structured feedback mechanism to collect feedback of faculty on the parameters of subject competence, pedagogy, approachability etc.

#### II. Performance Appraisal for non-teaching staff –

All the non-teaching staff have to fill the self-appraisal form which comprises details about the roles and responsibilities assigned and performed, participation and contribution in institutional management.

#### III. Performance Appraisal for Librarian-

The Librarian is evaluated on the parameters of library management, Seminars/workshops/conferences attended, paper presentation and paper publication, contribution towards library facilities.

#### IV. Performance of Physical Education Director –

The performance appraisal of Physical Education Director comprises refresher course/seminars/conferences/workshops/orientation courses attended, representation of college as a sports



person, management of physical education and sports programmes and also enabling the students to represent the institution in various State/National/International sports events.

After collecting self-appraisal forms of faculty, librarian, physical education director and non-teaching staff, the HOI evaluates the appraisal forms by considering their quality of work, efficiency, achievements and distinctiveness and submits it to the Management with recommendations for further review.

A final evaluation is done by the Management Committee on the basis of the HOIs recommendations, which is in turn, conveyed to the faculty members for introspection and improvement. It is also considered as a tool for additional increment and promotion.

Performance appraisal is an important tool for an individual's growth and career progression, and also significantly contributes for the institutional development.

File Description	Document
Paste link for additional information	<a href="#">View Document</a>

## 6.4 Financial Management and Resource Mobilization

### 6.4.1 Institution conducts internal and external financial audits regularly

#### Response:

MESIOM, as a policy, has a transparent mechanism in all its activities. Especially, in the financial transactions as it involves funds received from stakeholders that has to be handled with utmost care.

There is a robust mechanism to record the day-to-day financial transactions through tally ERP9 and also maintains books of accounts such as day book, salary and service registers, and other relevant books. The accountant also records online payment of TDS, EPF, PT, salary and filing of IT returns of staff members.

**Internal Audit:** Internal audit is a process of systematic evaluation and documentation of income and expenditure. MES Management has a team for administrative and accounting audit. The team reviews the books of accounts and verifies the supporting records periodically.

Initially the internal audit was done through MIS but, from 2017 onwards ERP system has been introduced for this purpose .

The internal audit is operated through ERP by verifying, evaluating and scrutinizing fees collections, day book, head wise fees break up and abstract details. The data is stored in cloud server, thus making convenient for online auditing.

Income and expenditure statement was maintained through tally ERP 9.0 and currently, tally prime, which is synchronised to the MES management office server system. It enables to view the receipts and payments reports, that can be generated in the management office for preparation of financial statement.

Internal audit also includes statutory compliances such as TDS, IT payment, ESI, PT and staff salary.

The internal audit team does the pre-audit by verifying ledger accounts, Trail Balance, Income and Expenditure, and Balance Sheet using computerized system of ERP and Tally Package. Also the team gives suggestions on the financial transactions. This procedure helps the external auditors verify and finalize the annual books of accounts.

**External Audit**

The External audit is conducted by Messrs. BMS Chartered Accountants, Audit Firm, bi annually. They scrutinize and evaluate the books of accounts such as income and expenditure, fees details, bank reconciliation statement, statutory payments and other relevant records of the institution meticulously.

After verification of books of accounts, the external audit team reports to the HOI and Financial Officer about variations, if any, in accounting entries, receivables, and payables, changes of some entries into other ledger accounts etc., for rectification.

The auditors, seek clarification, if any, before finalizing the report and generate the finally audited statement report, and submit it to the Management and HOI.

In case of audit objections, a maximum of 15 days time is given for audit reply.

There have been no objections in the external audit till date.

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

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

**Response:** 2.5

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

2019-20	2018-19	2017-18	2016-17	2015-16
0.27	0.30	0.56	0.845	0.525

File Description	Document
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

**6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources**

**Response:**

MESIOM is a self-financed institution. Funds are generated through the following means –

1.The main source of fund is the college annual fees collected includes affiliating university fees, term fees, special training fees, tuition fees, management fees, capital expenditure fees and special development fees.

2.Fee collected through the registration amount of various programmemes and events like, FDPs,

Seminars, and Management Fests etc.

3.Registration fees collected from the Alumni of the college is deposited in a separate bank account, maintained in the name of MESIOM Alumni Association. Funds are also generated from contributions by alumni.

4.Grants-in-aid received for Minor research projects.

5. Contributions from philanthropists, parents, learning partners and faculty.

6.Funds generated from sponsorships during the conduct of the events in the college.

7.Funds collected from leasing out of college infrastructure.

8.Grants-in-Aid from the NSS Wing, Bangalore University

9.Scholarships offered from various sources like SC/ST Scholarships, e-karepass, community scholarships, management student welfare fund.

#### **Optimum Utilization of funds generated:**

The funds so collected are optimally utilized based on the annual budget of the institution.

1. College Annual fees –

i. Tuition fee utilized for payment of employee's salary,

ii. Term fee is used for college related expenses like maintenance of reading room, conducting test and examinations, annual fees paid to red cross society, ID Card expenses, publications of college magazine and newsletters, to organize curricular, co-curricular and extension activities and repair & maintenance.

iii. Special training fee is used for Add-on courses.

iv. Capital expenses and special development fee for infrastructure development and purchase of library books.

v. University fees is used for renewal of affiliation

2. Registration fees of various programmes are utilized towards meeting the expenses of the respective programmes.

3. Alumni registration fees is utilized for holding alumni meet annually and the special contribution is used to award scholarships.

4. Grants-in-aid received for Minor research projects is used to conduct sanctioned research activities.

5. Contributions from philanthropists, parents, learning partners and faculty are utilized for scholarship to needy and meritorious students.

6. Fund collected through sponsorship is utilized to organize respective events of the college.

7. Rental income from leasing out the college premises is credited to college bank account and utilized for general expenses.

8. Grants-in-aid received from NSS Wing is used to reimburse the expenses incurred on NSS activities.

9. Sanctioned scholarship amount is disbursed to the beneficiaries.

The entire exercise of resource mobilization and its effective utilization results in an efficient financial management system.

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

### Response:

Two practices institutionalized as a result of IQAC initiatives are –

- i. Student profile
- ii. Faculty Profile

**Student Profile:** MESIOM believes that aptitude and attitude of the students should be propelled in the right direction, and has a mechanism to support students growth leading to holistic development.

### Objective –

1. To identify the diverse background of the incoming students.
2. To monitor, support and review the academic, and personal growth of the students during their period of study.
3. To enable the parents to know about the performance and regularity of their wards.
4. To counsel students for problem solving and face challenges in life better

**Context** – Primary details of the students are collected at the entry level to understand the diverse background of the students, and their academic and other achievements.

**Practice** – The student profile is maintained by the class teacher/mentor contains demography, social and family background, scores of the previous qualifying exams, hobbies and interests, participation in curricular, co-curricular and extension, activities. The faculty record the details of attendance, performance in their internal tests, parents-teachers meeting and also counselling provided regularly.

The data so collected is useful for assessing, counselling and plan for remedial and enrichment classes, for their progress.

### Evidence of Success

1. Builds a good rapport between students and faculty.
2. Better results in examination.
3. Counselling encourages students to identify their strengths, talents, and achieve distinctions in the area of interest
4. Boost up the self-confidence of the students to face life.

### Faculty Profile

Faculty profile. Faculty profiling enables to constitute a strategic lever in the institutional quality of excellence, and encourages the staff to participate in seminars, workshops, and conferences, present and publish papers so as to, bring in the desired changes to meet the ever-growing complex demands of the market.

### Objectives:

1. To encourage faculty to present papers in academic conferences, seminars, workshops, to gain insight of the latest developments.
2. To enable faculty members to update their research, and pedagogical skills and knowledge.
3. To provide opportunity to the faculty to attend professional development programmes in order to enhance their domain of knowledge
4. To plan for career progression

**Context:** Data collected annually through profiling facilitate faculty to track their professional development and helps them plan future endeavors.

### Practice

Faculty submit their individual profile at the end of the academic year in the prescribed format for academic audit by an external expert. The suggestions and advice of the external expert is communicated to the faculty for further improvements.

**Evidence of Success:**

1. Increase in the number of faculty completing Doctoral Degree
2. Increase in the number of faculty enrolling for Doctoral programme and are at various stages of completion
3. Increase in the number of paper Presentation with ISSN and ISBN number
4. Increase in the number of Publication in UGC recognized Journals
5. Improvement in pedagogical skills leading to better results and ranks in the university examinations.

File Description	Document
Upload any additional information	<a href="#">View Document</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 ( For first cycle - Incremental improvements made for the preceding five years with regard to quality For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives )**

**Response:**

I) Library as a Knowledge Resource Centre–  
MESIOM adheres to the words of Dr. S.R. Ranganathan, “Libraries are not mere storehouses. They are rich springs from which knowledge flows out to irrigate the field of education and culture.”

**Objectives-**

1. To provide current library databases that support academic curriculum.
2. To collect library materials in all formats, broaden and update all collections to meet the needs of the programme, and support teaching-learning.
3. To promote reading habit amongst students.

To achieve the objectives, the following measures have been devised for quality enhancement of teaching-learning

**Library Management System**

The library is managed by Easylib Software installed in 2015 and renewed annually.

**Library Collections and Services -** MESIOM has been pooling quality resources, since its inception in 2006. It has a wide range of books on management, accounts, law, tax, communicative english, fiction and non-fiction, pdp, special reports, theses and e-resources. National and international journals, and various local, regional and national newspapers are also subscribed to. Over the years, the number of books and journals have increased and currently the library has 10,455 books, special reports and 15 journals.

MESIOM also started the Departmental Library in 2018-19 where 57 books are available exclusively for faculty.

Library User Services is available for –

1. The students
2. Staff
3. Staff of sister institutions
4. Faculty of neighboring institutions
5. Alumni.
6. Book bank facility

Library Day Celebrations

The Library Day Celebrations, initiated in 2018, is celebrated on August 12th every year, to mark the birth anniversary of Dr. S.R. Ranganathan, the father of Library Sciences. Students of the college participate enthusiastically, right from its planning to execution. This gives them an opportunity to connect strongly with the library. Various events like quiz, book review, essay writing, slogan writing competitions and the popular book exhibition are conducted. The annual book exhibition exhibits about 10 publishers like Taxman, S. Chand, and Pearson's and McGraw Hill Publications, exhibiting their books. This creates awareness about the latest books available. The formal valedictory function marks the closure of the celebration.

Incremental growth of MESIOM Library in the past five years-

1. In 2015 - 16 – Easylib Software was installed and the books were bar coded.
2. In 2016 - 17 – British Council Membership
3. In 2017 - 18– Student ID Card with bar-coding with 3 years validity
4. In 2018 - 19 – Library Day Celebrations, NDL Membership, access to N-List by staff and students and commencement of Departmental Library
5. In 2019 - 20 – KSDL Membership

Evidence of Success

1. Library resources have built students confidence in research work for completing projects, case studies and assignments.
2. Library Day events has enhanced their knowledge and increased the rapport with library staff.
3. Students who actively use library resources demonstrate better competency.
4. The ambience of the library has led to fostering social and academic cohesion among students.

II) Holistic Development of Students –

Objectives –

1. To foster holistic development of students.
2. To enhance the all-round personality of students.

Context

Curricular Activities: MESIOM understands that curricular planning is one of its primary responsibilities. The eco system of the institution is developed with the objective of “Helping the students learn”. The institution plans for conduct of classes, various value-added programmes, seminars, conferences and workshops.

Co-curricular Activities, Extra-curricular and Extension Activities:

The competitive modern world demands the students to be trained in all the domains of life rather than being confined to a specific domain. Co-curricular activities, coupled with academics, contributes to the holistic development of students. MESIOM strives to enhance holistic development through co-curricular activities on the basis of 5 aspects - intellectual, emotional, physical, spiritual and social. At MESIOM,

strong academics, research, employability, skill development, value system, community connect and collaboration, promoting entrepreneurial eco system and mentoring go hand in hand. We have achieved an amazing alchemy of such diverse influences and factors.

Sl No	Activity	Details
1	Commerce Club activities for experiential learning	Commerce and Management activities - Budget Analysis, crisis management, Product Launch, Samanvita- The annual expo, industrial visits, fieldtrips etc.
2	EDP Cell activities for entrepreneurial skills	Seminars, workshops promoting entrepreneurship Swayam Anweshana – The Entrepreneurial expo. 2015-2016
3	Innovative teaching methods for promoting scientific temper	Case Study Analysis- 2015-2016. Quiz, Project Work, articles for Pin up board- Vichara Vedike, Library Day Celebrations. – 2018-2019
4	Societal responsibilities through community Services	NSS, Rotaract Club, Red Cross, NCC, Activities of eco Club –Dharini – 2018-2019, Women Empowerment Cell-2016-2017
5	Appreciating aesthetics through cultural activities	Events like Pratibha Karanjee- annual Talent Fest, Kalavedi - Yuvajanothsava
6	Physical Fitness through sports and yoga	Annual Sports Meet, Inter and Intra class, College, University indoor and outdoor events.  Appointment of PE Director 2016
7	Empowering the mind and emotional wellbeing through value education.	Personality Development Programmes, Lecture Series through the programmes of Vak Surabhi, - 2019-2020, weekly videos during common assembly- 2016-2017
8	Empowering the spiritual quotient	Daily prayer session, observing religious festivals like Ganesha Chaturthi, Saraswathi Pooja.
9	Empowering the communication skills through language club activities	Nudi Habba- The Kannada Fest, Tarangini- The Hindi Fest promoting the national language. Surabharathi Vaibhavam- The

		Sanskrit Club promoting our ancient language, Maverix- The English Fest
10	Promoting patriotism and inculcating the values of great personalities who contributed to nation building.	Celebrating Independence Day, Republic Day, Gandhi Jayanthi, Ambedkar Jayanthi, Martyrs Day, Kargil Vijay Diwas, Shahid Diwas, National Sports Day – 2016-2017, International yoga Day, National Youth Day through the events of Vivekananda Saptaha -2016-2017.
11	Empowering team building qualities through leisure activities	Annual excursion

Evidence of success:

1. Better social cohesion and inter-personal relationship.
2. Increase in the number of students opting for higher education.
3. Increase in the percentage of students opting for community services.
4. Better communication skills.

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

### 6.5.3 Quality assurance initiatives of the institution include:

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

**Response:** C. 2 of the above

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>
Paste web link of Annual reports of Institution	<a href="#">View Document</a>



NAAC

## Criterion 7 - 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 last five years.

##### Response:

MESIOM is a co-education institution which creates cohesive environment for ensuring gender equity. It is an integral part of planning, programming and decision making of the institution. Gender sensitization plan of MESIOM covers the core areas of

- a) **Achieving gender equality**
- b) **Empowering all women and girls**

In this direction, the college annually organizes seminars and legal awareness programmes by inviting experts to speak on safety of women, women's rights, self-defense and drug abuse. Videos on safety of women, health and hygiene, untold stories of extraordinary men and women who changed the lives of women and girls are also aired. All these programmes are aimed at bringing in the values of equality, inclusiveness and diversity, which is essential for a healthy society.

##### **Specific facilities provided for women -**

- a. **Safety and Security:** MESIOM provides safe, secure and cohesive learning environment which is an ineluctable precondition to quality education and has round-the-clock security to the college; two security personnel, [one female] are deployed at the gates of the campus enhancing safety and security. In addition to it, CCTV Cameras are installed at all strategic places of the college. Entry to the college is restricted and monitored. All the students and staff have to mandatorily wear the identity card which enables to identify the strangers. The institution has 'Anti Sexual Harassment Cell' – "College Compliance Committee" and 'Anti Ragging Cell' that monitors and handles issues related to safety and security of girl students.
- b. **Personal Counselling and Mentoring:** MESIOM believes in the adage, 'Healthy mind, healthy body' and has faculty members who are trained as Para Counsellors who counsel the students on a continual basis on issues like anxiety, stress, failure, family, women related issues and other academic worries. The class teachers and mentors address the students regularly. Family and women related issues are addressed and kept confidential. The Management has also appointed a qualified Counsellor who is available when required.
- c. **Common Rooms** –The college has two common rooms for the relaxation of girl students. The common room has a first aid box, napkin vending machine and an incinerator.
- d. **Other Gender Equity Issues:** MESIOM is committed to promote gender equality as guaranteed by Article 15 of the Indian Constitution. In this direction, the college facilitates environment that is creative, productive and respectful to all, irrespective of gender identity through the following means: -
  - i). To ensure a level playing field to all students, the college offers equal representation for girl students in the Students Council.
  - ii) Every class has a woman faculty as a Class Teacher/Mentor for addressing the various issues of students.
  - iii) From the time of its inception the institution, the strengthening of girls has always been a preferred destination for academic pursuit for girls.

File Description	Document
Annual gender sensitization action plan	<a href="#">View Document</a>
Specific facilities provided for women in terms of: a. Safety and security b. Counselling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="#">View Document</a>

### 7.1.2 The Institution has facilities for alternate sources of energy and energy conservation measures

1. Solar energy
2. Biogas plant
3. Wheeling to the Grid
4. Sensor-based energy conservation
5. Use of LED bulbs/ power efficient equipment

**Response:** C. 2 of the above

File Description	Document
Geotagged Photographs	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

### 7.1.3 Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words)

- Solid waste management
- Liquid waste management
- Biomedical waste management
- E-waste management
- Waste recycling system
- Hazardous chemicals and radioactive waste management

**Response:**

A clean and healthy environment aids effective learning and provides a conducive learning environment. It is the responsibility of an institution to make students consciously aware of the benefits of waste management for a healthier environment in which they live. In this direction the college has adopted the following strategies for waste management:

#### **Solid Waste Management:**

MESIOM has adopted and implemented systematic measures to safely dispose the waste generated in the premises through the following –

- a) Two Dustbins for collecting dry and wet waste are kept in all classrooms, offices, Principal's chamber, staff room, library, commerce lab, conference hall and restrooms for maintaining cleanliness.
- b) Waste is collected and segregated in different dust bins earmarked as biodegradable and non-

biodegradable, by the attenders and disposed off every day by handing it over to the BBMP authorities.

i) **Paper** –

As an educational institution, we use lots of paper. Hence, the college has effectively adopted the Three R's: reduce, reuse and recycle of waste management. The institution strives to reduce the use of paper and, cut back on generation of trash by encouraging faculty and students to use e-platforms. Reuse - The sheets that are printed on one side are reused and unused sheets are converted into books and donated to orphanages and needy students. Recycle – The College has an MOU with ITC for recycling of paper.

ii) **Leaf litter** – Leaves from trees are collected, decomposed and used as manure for the plants in the campus.

iii) **Reduce the usage of plastic** – The college continuously strives to make the campus a plastic-free zone. In this regard, a RO water unit with steel tumblers is installed in the campus, to discourage the use of plastic bottles. Steel Water drums have also been kept at strategic places in the campus. Signages are displayed at strategic places to discourage students from using plastic. Earthen pots are used to make the campus green.

**E-Waste Management**

The Institution has AMC [Annual Maintenance Contracts] with the vendors of electronic items and the e-waste items are disposed by them. The electronic goods not in usable conditions are exchanged by dealers. The college has an MOU for the scientific recycling of e-wastes with ITC.

**Bio waste** – An incinerator has been installed for the scientific disposal of sanitary napkins.

File Description	Document
Geotagged photographs of the facilities	<a href="#">View Document</a>
Relevant documents like agreements/MoUs with Government and other approved agencies	<a href="#">View Document</a>

**7.1.4 Water conservation facilities available in the Institution:**

1. Rain water harvesting
2. Borewell /Open well recharge
3. Construction of tanks and bunds
4. Waste water recycling
5. Maintenance of water bodies and distribution system in the campus

**Response:** B. 3 of the above

File Description	Document
Geotagged photographs / videos of the facilities	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

**7.1.5 Green campus initiatives include:**

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

**Response:** Any 4 or All of the above

File Description	Document
Geotagged photos / videos of the facilities	<a href="#">View Document</a>

**7.1.6 Quality audits on environment and energy regularly undertaken by the Institution and any awards received for such green campus initiatives:**

1. Green audit
2. Energy audit
3. Environment audit
4. Clean and green campus recognitions / awards
5. Beyond the campus environmental promotion activities

**Response:** A. Any 4 or all of the above

File Description	Document
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View Document</a>
Certification by the auditing agency	<a href="#">View Document</a>
Certificates of the awards received	<a href="#">View Document</a>

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

1. Built environment with ramps/lifts for easy access to classrooms.
2. Divyangjan friendly washrooms
3. Signage including tactile path, lights, display boards and signposts
4. Assistive technology and facilities for 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

**Response:** C. 2 of the above

File Description	Document
Geotagged photographs / videos of the facilities	<a href="#">View Document</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 500 words).**

**Response:**

MESIOM constantly endeavours to provide equal opportunities for all, regardless of their background, so that they can achieve their full potential in life. It is a multi-dimensional process aimed at creating conditions which enable full and active participation of every member of the institution in all the activities. The College creates a culture of inclusion through – policy, access, attitude, choice, partnership, communication and opportunities to harness a sense of belonging, participation, inclusion, and recognition.

**The following are the strategies adopted by the college for inclusiveness–**

1. **Meritorious and Needy Scholarships** for students from Management and philanthropists. The college provides scholarship to meritorious and needy students. The college also strives to make the students aware of Government and Non- Government scholarships and assists them in getting it.
2. **Enhancing SC/ST/Minorities participation:** The college has been addressing the concerns of the students belonging to SC/ST/OBC and the other economically weaker sections, The Equal Opportunity Cell (EOC) - Abhisama, empowers students to improve their performance by peer learning and provide a book bank facility. The institution follows roster and reservation policy for admission as per the guidelines of the State Government.
3. **Strengthening Infrastructure for specially – abled students** -Students with disabilities (Divyangans) are provided with support system like, ramps, railings, lift and disabled-friendly washrooms.
4. **Capacity building for Women** - The college organizes awareness programmes like seminars on gender equality, women’s rights, PCOD, General and Mental health, workshops on self-grooming, fabric painting, hydroponics for girl students.
5. **Reducing Regional Imbalances** - All the students, irrespective of their regional and linguistic diversities, are encouraged to participate in various literary, creative and cultural competitions conducted by the departments of Kannada, Hindi, Sanskrit and English. The faculty members also take special efforts to interact and provide adequate academic support to non-karnataka students in their vernacular language.

**To enhance equity and inclusion –**

- a) **Regional festivals** -The College celebrates festivals like NUDI HABBA, Ganesh Chaturthi, and reading of the Holy Books on Republic Day.
- b) PDPs are conducted on a regular basis to help students understand dignity about oneself and others. It also builds self-confidence and a sense of responsibility towards others.
- c) **Recruitment of teaching and non-teaching staff** - The College Management follows the recruitment policy as per the guidelines of UGC.
- d) **Pedagogy**- The faculty members conduct additional classes catering to the diversity of the student population.
- e) **Strengthening Democracy** – Students Council Elections are conducted annually to elect the students’ representatives. All the students are allowed to contest irrespective of their diversity.

File Description	Document
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View Document</a>

### 7.1.9 Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).

#### Response:

MESIOM upholds the constitutional values of justice, equality, liberty and fraternity and inculcate the spirit of patriotism among the students, the activities in the institution are planned to fulfil the objectives enshrined in the constitution. The college organizes programmes which manifest constitutional values of democratic outlook, commitment to liberty, equality, plurality and inclusion, social responsibility, spirit of service, ethics of integrity and honesty, scientific temper and a forward-looking spirit to sensitize staff and students to the constitutional obligation, the following activities are organized:

1) Indian Constitution and Human Rights – It is a compulsory paper prescribed by the University for I year B. Com and BBA students.

Where students learn about values, rights duties and responsibilities of the individuals.

2) The institution creates awareness on Human Rights by celebrating International Human Rights Day by inviting distinguished speakers to address the staff and students.

3) Seminars and Workshops on Indian Constitution and Human Rights are conducted regularly to create civic awareness.

4) Spirit of service and social responsibility carried through the activities of NSS, Rotaract, NCC and Youth Red Cross.

5) The activities of Equal Opportunity Cell and Women Empowerment Cell are aimed at bringing equality and provide social justice.

6) Celebration of National Festivals and observation of National Days cultivates the spirit of unity and integrity.

7) Rallies and street plays are organized to create awareness about importance of voting rights,

8) In order to sensitize the students on the constitutional obligations, the college plays videos in the common assembly.

9) The faculty and students are encouraged to pen their thoughts on the topics of national importance for the class pin-up boards, newsletter – ABHIGNA and annual college magazine – **MANJARI**.

File Description	Document
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="#">View Document</a>

### 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.

**1. The Code of Conduct is displayed on the website**

**2. There is a committee to monitor adherence to the Code of Conduct**

**3. Institution organizes professional ethics programmes for students, teachers, administrators and other staff**

**4. Annual awareness programmes on Code of Conduct are organized**

**Response:** A. All of the above

File Description	Document
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 Document</a>
Code of ethics policy document	<a href="#">View Document</a>

### **7.1.11 Institution celebrates / organizes national and international commemorative days, events and festivals (within 500 words).**

**Response:**

MESIOM celebrates national and international days to cherish the thoughts and ideologies of great personalities. National festivals commemorate the sacrifice of our great leaders and freedom fighters who laid their lives for the freedom of our country and they contribute immensely to the social cohesion amongst students. In this regard, the college strives to inculcate a sense of pride and patriotism by celebrating various days of national importance.

National youth day – 12th January: On the occasion of the birth anniversary of Swami Vivekananda, the college organizes Viveka Saptaha- the celebration of thoughts - by conducting various activities to channelize youth power for nation-building.

National Voter's Day-25th January: the National Voter's Day is observed to raise awareness of democracy and right to vote among the students.

Republic Day-26th January- To commemorate India becoming a Republic, the college celebrates Republic Day and invites eminent personalities from various field to address the staff and students. On the occasion, holy verses of all religions are recited to uphold the concept of secularism.

Martyr's Day-30th January- observe Martyr's Day to pay tribute to those who have sacrificed their lives defending the sovereignty of India.

International women's day: The college celebrates International Women's Day to recognize socio-economic, cultural and political achievements of women. On this occasion women staff members are honoured in recognition of their service rendered to the institution.

Shahid Diwas-23rd March: observe Shahid Diwas to pay homage to three martyrs – Bhagwat Singh, Sukhdev and Raj guru.

World Environment Day- 5th June; on the occasion of world environment day the institute conducts various programs like sapling trees, seminar on environmental issues and also conducts competitions on environmental concerns.

International Yoga Day- 21st June: Every year international yoga day is celebrated to educate students about the physical, mental, and spiritual benefits that can be derived by the practice of yoga and meditation.

Kargil Vijay Diwas- 26th July: observes kargil vijay diwas in memory of Kargil war heroes who laid their lives for the nation.

Independence Day-15th August: To commemorate the nation's independence from British Empire, the college celebrates Independence Day. Distinguished persons are invited to address the staff and students.

National Sports Day- 29th August: To mark the birth anniversary of the hockey legend – Dhyan Chand, sports day is celebrated in the college to develop a competitive spirit and to make them aware of the



importance of sports activities in day-to-day life.

Teachers' day- 5th September: Every year Teachers Day is celebrated in the college by felicitating a teacher who has achieved distinction in the field of teaching.

Human Rights Day-10th December: To commemorate the adoption of the Universal Declaration of Human Rights, the college organizes seminars on different dimensions of human rights.

File Description	Document
Geotagged photographs of some of the events	<a href="#">View Document</a>

## 7.2 Best Practices

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

#### Response:

#### 1. Title of the format – Value – Added Courses for Career Progression

2. **Context** – MESIOM considers that its primary responsibility is to make its students employment-ready for their successful careers and also equip them with core skills that enable them to continue learning. In this endeavor, the college strives to provide a continuous and a seamless pathway of learning, starting from a curriculum that adequately prepares them to core concepts and value-added courses which trains them in application of core concepts, additionally provide career guidance, counseling and placements, such that the demand for a skilled workforce is met.

#### 3. Objectives –

- Empower the students to develop their entrepreneurial skills and capabilities to recognize employment opportunities.
- Development of Core Skills like subject-domain knowledge, communication, problem – solving, analytical skills, and quantitative aptitude
- To provide continuous and seamless pathway of learning

#### 4. The Practice:

The faculty coordinators, on the basis of the feedback from students, submit a proposal to the HOI in the required format to conduct value -added courses. The HOI and the IQAC catalyze the introduction of value-added courses based on the skill gaps and anticipating the future skill needs. Special emphasis is laid on the development of core competencies to be mastered at every level of the Undergraduate programme. The HOI places the proposal at the GB and the IQAC meetings. After a thorough deliberation at the meetings, a decision is taken for the conduct of the course. If necessary, changes in the course content are incorporated.

The value- added courses for the first-year students focus on strengthening the competencies in Communicative English, subject domain knowledge through Tally ERP9 and Personality Development Programme.

The Second-Year courses focus on developing the competencies in subject domain in Finance and Accounting through Capital Market Certification, 360 Degree Financial Modeling and Advanced Excel.

The Third-Year courses focus on development of subject domain knowledge through workshop on Goods

and Services Tax and Direct & Indirect tax, and also provide industry readiness programme for placements.

After finalizing the add on courses to be offered the Institution consults various Learning Partners offering Value Added Courses. The HOI, keeping in mind the factors like contents, cost, skill needs, duration, expertise and experience of the learning partners and placement support offered, finalizes the learning partner. Faculty coordinators are responsible to coordinate with the trainers and students for smooth conduct of add on courses. The HOI monitors the progress and also obtains the feedback of the students on the content, teaching methodology and takes necessary steps, if required. The coordinator submits a report at the end of the semester detailing the conducting of the courses, including evaluation. Based on the evaluation, certificates are awarded on the successful completion of the courses.

#### 5. Evidence of Success:

- The core competencies of the students are strengthened
- Students are able to recognize their strengths and make an informed career choice
- Has Increased confidence among students while facing interviews
- Gives Opportunity for self-employment
- consistent improvement in placements of the students.

#### 6. Problems encountered and Resources required:

Students were finding it difficult to follow the course when there is a frequent change of the trainer handling the same batch. The problem was identified and same was brought to the notice of learning partners. The problem was resolved through discussion and informed the Learning Partner not to change the trainer till the completion of the respective course.

#### **Title of the format - Activity Based Learning for Holistic Development**

MESIOM understands that education has to build abilities, develop attitude and cultivate the right approach towards life and therefore, focuses on the four pillars of education which are learning to know, learning to do, learning to live together and learning to be, which is the essence of outcome-based education.

#### **Objectives:**

- To develop effective communication skills.
- To develop critical, reflective and independent thinking.
- To develop Research related skills.
- To develop self-learning.
- To develop moral and ethical awareness in profession.
- To develop entrepreneurial skills

**Context:** The Institution recognizes that in conventional classroom teaching the learning ability of majority of students are restricted, and they are not capable of effectively handling the data through thought, evaluation and investigation. Due to the constrained intellectual capability, their interest in learning is reduced. To overcome this limitation the institution adopts activity-based learning where students actively participate in learning experience.

#### **Practice:**

Commerce and Management Club organizes activity-based events like Budget Analysis, Case study Analysis, Crisis Management, Logo Designing, SAMANVITHA, SWAYAM ANWESHANA etc., to enhance the students learning process.

Faculty Coordinators of Commerce & Management Club, and the EDP Cell schedules its annual events in consultation with HOI, with a focus on providing students appropriate skills and knowledge to make them competent, and empowers them to work in the ever-changing business environment. Every year these committees introduce a new event but, the highlight of all these is SWAYAM ANWESHANA –an EDP Cell initiative, which encourages students to harness their entrepreneurial skills and SAMANVITHA- An exposition, which allows the students to think out of the box and come up with novel ideas on the given

theme for example; smart cities, 3 R's, Make in India, Digital India etc.

### **SWAYAM ANWESHANA- An EDP Cell Initiative**

One of the main features of being a successful entrepreneur is to promote business ventures through in-depth research, proper planning and the flexibility in adapting to recent trends, dynamic rules and financial environment. In this context, SWAYAM ANWESHANA gives students a hands-on experience in starting and managing a real-world business.

The students of the college are informed to come up with a business proposal which they run for a day. The members of each group have to collectively raise the required funds.

**Planning Stage:**

In the first round, the coordinators ask the student groups to give a detailed feasibility report which includes, marketing, financing and CSR plans.

**Implementation Stage:**

The Institution provides the basic infrastructure required for setting up stalls, furniture, electrical connections and the students have to bid for the stall and make it ready to run the business for a day.

**Evaluation Stage:**

The students will be evaluated by a professional jury comprising industrialists, HODs of various institutions and experts in the field, based on the following parameters –

1. Innovativeness of the business idea
2. Market research conducted.
3. Raising of funds
4. Application of 4 P's in running the business
5. Team work
6. Ethical conduct of business
7. Professional conduct and cleanliness
8. Profits generated

Top three student groups with the best innovative ideas, which are socially and ethically acceptable and with maximum profits are declared as winners and prizes are distributed in the Annual Day Celebrations.

### **SAMANVITHA: An exposition**

SAMANVITHA gives students an opportunity to envision about contemporary topics. It is a theme-based Expo where students portray their research on the theme through models, charts PPTs and videos. It provides an opportunity to students to gain knowledge on the assigned topic.

**Practice:** the theme of the expo is communicated well in advance to the students so that, they can form the team and participate in the event.

There is no limit on the number of teams participating from each class.

The participants give presentation before the jury members. On the basis of the presentation, creativity and distinctiveness, the three prizes for each class and over all 3 trophies for the best in the institution are awarded.

### **Budget Analysis –**

Every year the college conducts the intra class Budget Analysis Competitions within a week of the announcement of the Union Budget. This competition involves the students to examine and explain the revenue and expenditure components of the union budget and its impact on the economy. The competition is held in two levels – elimination and finals. At the elimination round, at least 3 teams of 3 students, from each class, participate in a written examination. 9 teams, the best from each class, is selected for the final round.

Final round

The final round is judged by an expert jury comprising a Chartered Accountant and an academician who judge them on various parameters like analytical skills, communication skills, financial analysis, financial reporting and forecasting and a keen eye on details. The students have to answer questions posed by the jury and the audience.

These activities conducted by MESIOM, aim at the dissemination of up-to-date knowledge, development of student's capability to use ideas and information, and their ability to test those ideas and evidences. On the whole, it aims at facilitating the personal development, and capacity of the student to plan and manage things on their own

**Evidence of success:**

- The activity gives students a practical experience of running a business.
- Activity based learning helps improve self-confidence and communication and research skills.
- Activity based learning enriches the students learning process by bridging the gap between theory and practice.

File Description	Document
Best practices in the Institutional web site	<a href="#">View Document</a>

## 7.3 Institutional Distinctiveness

### 7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

**Response:**

**Vivekananda Saptaha – The Celebration of Thoughts**

Society, the culture in which we live, dictates that student's must be oriented towards a career and financial security - this has been the constant pressure of all societies. To have a capacity to earn a livelihood is necessary but neglecting 'Swadharma', which is far deeper and greater, is dangerous. We, at MESIOM, inspired by Vivekananda's words of man-making, strive to reverse this thought- process because man cannot be happy with career alone. When career becomes the dominant factor of life, there is an imbalance in the fundamentals of existence.

In MESIOM, we are trying something entirely different: to educate, not only academically, but also to cultivate an understanding into the power of positive thinking and an enquiry into the whole psychological structure of human beings. We follow Vivekananda's thought that, "Education is life-building, man-making and character building making assimilation of ideas", and design various programmes which seek to achieve a synergy between academic practices and holistic development. Which, enables them to, realize their maximum potential and live an exuberant life.

MESIOM understands the power and tremendous impact thoughts have on life and we also understand that the right kind of thoughts elevates lives to greater heights. Vivekananda Saptaha -The Celebration of Thoughts, is one such attempt by the institution to inculcate in students the ideals and the powerful thoughts of Swami Vivekananda. The institution has been celebrating National Youth Day, since its inception, and from the academic year 2016 – 17, the college has been organizing a week- long programme Vivekananda Saptaha, celebrating the thoughts of Vivekananda through various competitions and thus achieve Vivekananda's gospel of man-making.

**Objectives –**

1. To propagate the ideas and thoughts of Swami Vivekananda
2. To inspire the youth to contribute to nation-building
3. To contribute to the holistic development of the youth
4. To empower the youth to seek contentment and exuberance in life

The institution upholds the greatest youth icon, Swami Vivekananda's thoughts – 'We want that education by which character is formed, intellect is expanded and one can stand on one's own feet'. The Cultural Committee Coordinators and the HOI deliberate and organize a week-long programme which aims at inculcating in students an awareness of the four – fold mantra of Swami Vivekananda to live a meaningful life- physical, social, intellectual and spiritual quest. The campus is vibrant with the thoughts of Vivekananda all the seven days. The various competitions are organized on his adage, 'We are what our thoughts have made us; so take care about what you think. Words are secondary. Thoughts live, they travel far.'

Day 1- Inauguration and Collage Making competition – Eminent personalities are invited to address the students. The Collage Competition is conducted on the same day and the students express their thoughts about Swami Vivekananda through the collages on topics like the future of India, Vivekananda Darshanam and Messages of Vivekananda.

Day 2 – Essay Writing competition is conducted in English/Kannada/Hindi/Sanskrit with the intention of creating awareness in students on the thoughts of Vivekananda and its impact on today's youth. The competition is conducted on topics like the Relevance of Vivekananda's Ideas to the Youth of 21st century, Indian Youth and Value Education and Vision of Swami Vivekananda.

Day 3 – Quiz competition on the theme 'Incredible India' which includes sub-themes like, life history of Swami Vivekananda, History and Heritage and India - The Capital of Yoga, gives students an interactive platform to learn about the thoughts of Swami Vivekananda.

Day 4 – Workshop on Yoga and Meditation. We, at MESIOM, follow Swami Vivekananda's ideas that mental and physical stamina is important for a meaningful life. Swamiji was a staunch supporter of human strength and said, 'Strength is life and weakness is death.' In this direction, the college incorporates Yoga and Meditation workshop as a part of Vivekananda Saptaha.

Day 5 – Pencil Sketch competition of Swami Vivekananda.

Day 6 – Speech Competition on Vivekananda's ideals. The students are encouraged to internalize the ideals, and philosophy of Swami Vivekananda and also strengthen their personalities based on Swami Vivekananda's thoughts.

Day 7 – The Valedictory Programme

The Success of Vivekananda Saptaha has inspired us to start two new Programmes to keep the aura of Vivekananda's powerful thoughts afloat:

1. Vaak Surabhi – The Flow of Thoughts where the thinktank of society are invited to address the students on contemporary issues. Some of the notable speakers were Mr. Chakravarthy Sulibele, Youth Social Activist, Mr. Annamalai, Ex-IPS Officer etc.,
2. Vichara Vedike – Pen your thoughts, where students are encouraged to pen their thoughts, and display their articles on the class pin-up board. The best articles are identified and published in the annual magazine Manjari.

**Evidence of Success**

- Increased in the participation of students in extension activities from 45.45% in 2015-16 to 74.07% in 2019 -20
- Introduction of value-added course Yoga and Meditation – 30 hrs, by in house faculty from academic year 2020-21
- Introduction of Vaak Surabhi – the flow of thoughts, programme and VicharaVedike – pin-up board in

each classroom, from the academic year 2019 – 2020 onwards.

File Description	Document
Appropriate web in the Institutional website	<a href="#">View Document</a>

NAAC

## 5. CONCLUSION

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### **Additional Information :**

MESIOM has been constantly endeavouring to provide holistic development to its students, in tune with the Vision and Mission, by offering new programmes.

1. Value-added courses – to develop the core competencies of students in domain knowledge
2. Vivekananda Saptaha – the celebration of thoughts & Vak Surabhi – the flow of thoughts – to inculcate values and ethics
3. Vichara Vedike – pen your thoughts – to express their thoughts through research on current and societal concerns
4. Kalavedi – to give a platform to showcase their latent talents

### **Concluding Remarks :**

MESIOM has been providing an amazing alchemy of curricular, co-curricular, extra-curricular and extension activities for the all-round development of students so that they contribute positively to the development of the nation. We are delighted to place on record that our alumni are multifaceted and are successful in their chosen fields. Many of them are professionals, writers, placed in premier companies, entrepreneurs, artists and sportsmen.

## 6.ANNEXURE

### 1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
1.2.2	<p><b>Number of Add on /Certificate programs offered during the last five years</b></p> <p><b>1.2.2.1. How many Add on /Certificate programs are offered within the last 5 years.</b> Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>8</td> <td>7</td> <td>3</td> <td>4</td> <td>5</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>7</td> <td>6</td> <td>3</td> <td>4</td> <td>5</td> </tr> </tbody> </table>	2019-20	2018-19	2017-18	2016-17	2015-16	8	7	3	4	5	2019-20	2018-19	2017-18	2016-17	2015-16	7	6	3	4	5
2019-20	2018-19	2017-18	2016-17	2015-16																	
8	7	3	4	5																	
2019-20	2018-19	2017-18	2016-17	2015-16																	
7	6	3	4	5																	
1.2.3	<p><b>Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years</b></p> <p><b>1.2.3.1. Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years</b> Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>617</td> <td>541</td> <td>401</td> <td>471</td> <td>415</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>669</td> <td>595</td> <td>393</td> <td>476</td> <td>415</td> </tr> </tbody> </table>	2019-20	2018-19	2017-18	2016-17	2015-16	617	541	401	471	415	2019-20	2018-19	2017-18	2016-17	2015-16	669	595	393	476	415
2019-20	2018-19	2017-18	2016-17	2015-16																	
617	541	401	471	415																	
2019-20	2018-19	2017-18	2016-17	2015-16																	
669	595	393	476	415																	
2.3.3	<p><b>Ratio of students to mentor for academic and other related issues (Data for the latest completed academic year )</b></p> <p><b>2.3.3.1. Number of mentors</b> Answer before DVV Verification : 18 Answer after DVV Verification: 18</p>																				
3.1.3	<p><b>Number of Seminars/conferences/workshops conducted by the institution during the last five years</b></p> <p><b>3.1.3.1. Total number of Seminars/conferences/workshops conducted by the institution year-wise during last five years</b> Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	2019-20	2018-19	2017-18	2016-17	2015-16															
2019-20	2018-19	2017-18	2016-17	2015-16																	



10	6	5	3	7
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Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
6	6	5	3	7

3.2.1 **Number of papers published per teacher in the Journals notified on UGC website during the last five years**

3.2.1.1. **Number of research papers in the Journals notified on UGC website during the last five years.**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
4	1	0	4	1

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
3	2	0	3	2

3.2.2 **Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years**

3.2.2.1. **Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year-wise during last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
6	6	9	0	1

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
6	6	9	0	1

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

3.4.1.1. **Number of linkages for faculty exchange, student exchange, internship, field trip, on-job training, research etc year-wise during the last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
2	2	5	2	1

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
1	1	1	1	1

5.1.4 **Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years**

5.1.4.1. **Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
149	133	314	113	101

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
149	133	314	113	101

6.3.3 **Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years**

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
4	1	2	1	1

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
4	1	2	1	1

6.3.4 **Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course ).**

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16

15	0	0	1	2
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Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
15	0	0	1	2

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

**6.4.2.1. Total Grants received from non-government bodies, individuals, Philanthropers year-wise during the last five years (INR in Lakhs)**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
0.24	0.30	0.56	0.845	0.525

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
0.27	0.30	0.56	0.845	0.525

Remark : Value has been changed by DVV as per HEI clarification

## 2.Extended Profile Deviations

ID	Extended Questions																				
1.1	<p><b>Number of courses offered by the Institution across all programs during the last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1"> <tr> <td>2019-20</td> <td>2018-19</td> <td>2017-18</td> <td>2016-17</td> <td>2015-16</td> </tr> <tr> <td>91</td> <td>89</td> <td>89</td> <td>89</td> <td>86</td> </tr> </table> <p>Answer After DVV Verification:</p> <table border="1"> <tr> <td>2019-20</td> <td>2018-19</td> <td>2017-18</td> <td>2016-17</td> <td>2015-16</td> </tr> <tr> <td>75</td> <td>73</td> <td>73</td> <td>73</td> <td>69</td> </tr> </table>	2019-20	2018-19	2017-18	2016-17	2015-16	91	89	89	89	86	2019-20	2018-19	2017-18	2016-17	2015-16	75	73	73	73	69
2019-20	2018-19	2017-18	2016-17	2015-16																	
91	89	89	89	86																	
2019-20	2018-19	2017-18	2016-17	2015-16																	
75	73	73	73	69																	
2.4	<p><b>Total number of computers in the campus for academic purpose</b></p> <p>Answer before DVV Verification : 37</p> <p>Answer after DVV Verification : 32</p>																				