

FATHER MULLER COLLEGE, MANGALORE

(A Unit of Father Muller Charitable Institutions)



ANNUAL QUALITY ASSURANCE REPORT (AQAR)

2016-17

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*Sr. Cynthia Santhmayor, IQAC Coordinator,
 Prof. Akhilesh P.M., Principal of FMC, Mangalore*

The Annual Quality Assurance Report (AQAR) of the IQAC

Father Muller College Mangalore, Accredited by “NAAC”, will be submitting an Annual Self-reviewed Progress Report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year i.e. January 1, 2016 to October 30, 2017).

Part – A

1. Details of the Institution

1.1 Name of the Institution

Father Muller College

1.2 Address Line 1:

Father Muller Road

• Address Line 2

Kankanady

• City/Town

Mangaluru

• State

Karnataka

• Pin Code

575002

• Institution e-mail address

fmcosh@fathermuller.in

• Contact Nos.

0824-2238022/8522

• Name of the Head of the Institution:

Prof. Akhilesh P.M.

• Tel. No. with STD Code:

0824-2238022/8399

• Mobile:

9448260826

• Name of the IQAC Co-ordinator:

Sr. Cynthia Santhmayor

• Mobile:

9482029479

• IQAC e-mail address:

fmcosh@fathermuller.in

1.3 NAAC Track ID (For ex. MHCOGN 18879): **FMCM15077**

1.4 Website address:

www.fathermuller.edu.in

Web-link of the AQAR:

<http://fathermuller.edu.in/muller-college/images/naac/AQAR201617.pdf>

1.5 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	2.89	25.10.2013	24.10.2018
2	2 nd Cycle	-	-	-	-
3	3 rd Cycle	-	-	-	-
4	4 th Cycle	-	-	-	-

1.6 Date of Establishment of IQAC: DD/MM/YYYY

01.04.2012

1.7 AQAR for the year:

2016-17

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC (for example AQAR 2010-11 submitted to NAAC on 12.10.2011)

- i. AQAR 2013-14 submitted to NAAC on **09-01-2015**
- ii. AQAR 2014-15 submitted to NAAC on **24.11.2015**
- iii. AQAR 2015-16 submitted to NAAC on **18.11.2016**
- iv. AQAR _____ (DD/MM/YYYY)

1.9 I. Institutional Status:

- a) **University:** State Central Deemed Private
- b) **Affiliated College:** Yes No
- c) **Constituent College:** Yes No
- d) **Autonomous College of UGC** Yes No
- e) **Regulatory Agency approved Institution** (e.g. AICTE, BCI, MCI, RCI, PCI, NCI) Yes No

- II. Type of Institution:** Co-education Men Women
- Urban Rural Tribal
- Financial Status: Grant-in-aid UGC 2(f) UGC 12B
- Grant-in-aid + Self Financing Totally Self- Financing

1.10 Type of Faculty/Programme:

- Arts Science Commerce Law PEI (Phys Edu)
- TEI (Edu) Engineering Health Science Management

Others (Specify):

Bachelor in Audiology and Speech Language Pathology (BASLP)

1.11 Name of the Affiliating University (for the Colleges):

Mangalore University, Mangalagangothri Mangaluru, Karnataka

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc - **NIL**

Autonomy by State/Central Govt. / University	-		
University with Potential for Excellence	-	UGC-CPE	-
DST Star Scheme	-	UGC-CE	-
UGC-Special Assistance Programme	-		
UGC-Innovative PG programmes	-		
Any other (Specify)	-		
UGC-COP Programmes	-		

2. IQAC Composition and Activities

2.1 No. of Teachers	03								
2.2 No. of Administrative/Technical staff	01								
2.3 No. of students	02								
2.4 No. of Management representatives	01								
2.5 No. of Alumni	02								
2.6 No. of any other stakeholder and Community representatives	01								
2.7 No. of Employers/ Industrialists	01								
2.8 No. of other External Experts	02								
2.9 Total No. of Members	13								
2.10 No. of IQAC meetings held	10								
2.11 No. of meetings with various stakeholders: No.	10								
Faculty	07	Non-Teaching Staff	01	Students	01	Alumni	01	Others	01

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

2016-17

Yes No

If yes, mention the amount

-

	<ul style="list-style-type: none"> Father Muller Medical College, Mangaluru
3.To conduct National and International Conferences and seminars	Organized Seminars: National – 02 Institutional Level - 02
4.To enhance participation and collaboration with government agencies and NGOs	<ul style="list-style-type: none"> Detection of speech and hearing disorders in school children in Canara School in collaboration with Father Muller Medical College Hospital, Department of Paediatrics and Father Muller College. School screening programme at SVS School, Bantwal in association with Lion's club, Bantwal. Outreach program through Sarva Shiksha Abhiyan (SSA). St Mary's Special School Kinnigoli
5.To Add more number of books in the Library	<ul style="list-style-type: none"> One hundred and seventy three books were added for this academic year.
6. To increase extension activities in association with NGO's.	<ul style="list-style-type: none"> Normal school and special school children were screened for speech and hearing disorders in association with NGO's. Collaboration with Sarva Shikshana Abhiyan SSA St. Mary's Special School, Kinnigoli

*** Please find the Academic Calendar of the year as Annexure- I**

2.16 Whether the AQAR was placed in statutory body Management Yes No Syndicate any other body

- Presented the AQAR for the year 2016-17 in Governing Board Meeting held on 23.10.2017.
- Recommendations of the governing body are incorporated.

PART - B
CRITERION - I
1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	-	-	-	-
PG	-	-	-	-
UG	01	-	-	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	-	-	-	-
Others	-	-	-	-

Total	01	-	-	-
Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

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

Pattern	Number of programmes
Semester	01
Trimester	-
Annual	-

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

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

***Please find the feedback analysis as Annexure - II**

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

- New syllabus has been introduced for BASLP 2017-18 batch onwards.
- Syllabus made more comprehensive.
- Subjects reorganised throughout semester.
- External viva is included in all the semester except first semester.
- Included external viva at the end of internship.

***Please find the Syllabus copy as Annexure - III**

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

- No

CRITERION - II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
09	3	1	1	04

2.2 No. of permanent faculty with Ph.D.

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
01	01	01	01	-	-		-	02	02

2.4 No. of Guest and Visiting faculty and **Temporary** faculty

-	-	11
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2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	3	9	9
Presented papers	3	1	-
Resource Persons	-	-	-

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

- Active learning strategy has been implemented as a best practice in theory and clinical practicum.
- Exit Exam conducted for the internee.
- Simulation Technology based learning.

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

240

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

- Bar Coding system has been introduced, to maintain the transparency in the assessment of answer papers by the university.
- Double Valuation system is used.

2.9 No. of faculty members involved in curriculum Restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

-	-	03
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2.10 Average percentage of attendance of students:

96%

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction	I	II	III	Pass %
BASLP 3 rd Year (6 th Semester)	33	1	13	19	0	100%
BASLP 3 rd Year (5 th Semester)	33	2	14	16	1	100%

BASLP 2 nd Year (3 rd Semester)	33	3	21	8	1	100%
BASLP 2 nd Year (4 th Semester)	33	0	10	20	1	94%
BASLP 1 st Year (1 st Semester)	25	6	15	4	0	100%
BASLP 1 st Year (2 nd semester)	25	6	13	6	0	100%

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

- Prepare an academic calendar
- Mentorship dairy is maintained for each student
- Feedback is taken from each student at the end of every semester.
- Arranged teachers training programs to develop teaching skill.
- Faculty Meetings

2.13 Initiatives undertaken towards faculty development: **16**

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	9
UGC – Faculty Improvement Programme	-
HRD Programmes	08
Orientation programmes	09
Faculty exchange programme	-
Staff training conducted by the university	07
Staff training conducted by other institutions	03
Summer / Winter schools, Workshops, etc.	-
Others	-

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	05	-	05	-
Technical Staff	02	-	02	-

CRITERION – III

3. Research, Consultancy and Extension

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

- Motivational talk by eminent researcher Dr Mario Vaz from St John's Research Centre, Bangalore.
- Orientation programmes on research methodology and statistics for staff.
- Interns carry out one independent research project funded by the institution under the guidance of the staff. (16 completed research projects)
- Incentives for research and publications by staff in indexed journals.
- Staff encouraged to submit research proposals for funding from the National/ International research funding agencies.
- Guest talk by Dr Karunasagar, International Research Coordinator, NITTE University on source of funding and grant writing.

3.2 Details Regarding Major Projects

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

3.3 Details Regarding Minor Projects

	Completed	Ongoing	Sanctioned	Submitted
Number	20	09	-	-
Outlay in Rs. Lakhs	-	-	-	-

3.4 Details on Research Publications:

	International	National	Others
Peer Review Journals	02	02	-
Non-Peer Review Journals	-	-	-
e-Journals	-	-	-
Conference proceedings	-	01	-

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	-	-	50,000	-
Minor Projects	2016 - 17	Institutional Funded	25,000	-
Interdisciplinary Projects	-	-	10,000	-
Industry sponsored	-	-	-	-

Projects sponsored by the University/ College	2016 - 17	Institutional Funded	-	-
Students research projects <i>(other than compulsory by the University)</i>	2016 - 17	Institutional Funded	15,000	-
Any other(Specify)	2016 - 17	Institutional Funded	-	-
Total	2 Years	1	1,00,000	-

3.7 No. of books published i) With ISBN No.

978-85999-05-5

Chapters in Edited Books

01

3.8 No. of University Departments receiving funds from:

UGC-SAP

-

CAS

-

DST-FIST

-

DPE

-

DBT Scheme/funds

-

3.9 For colleges

Autonomy

-

CPE

-

DBT Star Scheme

-

INSPIRE

-

CE

-

Any Other (specify)

-

3.10 Revenue generated through consultancy:

-

3.11 No. of conferences organized by the Institution:

Level	International	National	State	University	College
Number	-	02	-	-	-
Sponsoring Agencies	-	1. Father Muller Charitable Institutions 2. Central Bureau of Health Intelligence, Regional Office for Health & FW, Bangalore.	-	-	-

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

02

3.13 No. of collaborations:

International

-

National

-

Any other

07

3.14 No. of linkages created during this year

-

3.15 Total budget for research for current year in lakhs:

From funding agency

-

Management of University/College

1

Total

1

-

3.16 No. of patents received this Year:

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

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

Total	International	National	State	University	Dist	College
01	-	01	-	-	-	-

3.18 No. of faculty from the Institution
Who are Ph. D. Guides
and students registered under them

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events: Nil

University level State level

National level International level

3.22 No. of students participated in NCC events: - 01

University level State level

National level International level

3.23 No. of Awards won in NSS: Nil

University level State level

National level International level

3.24 No. of Awards won in NCC: Nil

University level State level

National level International level

3.25 No. of Extension activities organized: **08**

University forum	-	College forum	04		
NCC	01	NSS	-	Any other	03

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

1. The college extends rehabilitative service to the individuals with special needs in collaboration with Sarva Shiksha Abhiyan (SSA), Mangalore. Weekly twice speech and language therapy is given to children identified at SSA school in Mangalore.
2. The college has provided extension programs at St Mary Special School, Kinnigoli. A total of 190 individuals have benefitted from this program.
3. Swatch Bharath Abhiyan for cleaning up of the hospital premises and surrounding areas.
4. In Honour of the **"International Hearing Impaired Week"** a 2 day Speech and Hearing screening programme was organised from 25th and 26th September 2017, 94 individuals benefitted from the same.
5. Speech and Hearing screening program was conducted for school children with special needs at Vimukthi, Belthangady. 60 children were screened as part of the program.
6. Speech and Hearing screening program was conducted for school children of SVS school Bantwal which was held in association with a Father Muller Medical College Hospital and Lions Club, Mangalore, 550 children were screened as part of the program.
7. Speech and Hearing screening program was conducted for school children of Canara Group of Institutions, Mangalore which was held in association with the Paediatrics Department of Father Muller Medical College Hospital, 2226 children were screened as part of the program.
8. An Exhibition to create awareness and prevention of various speech and language disorders was conducted in the Father Muller Hospital campus. Models, flex and charts were displayed in the exhibition.

***Please find the Extension Activities as Annexure - IV**

Criterion - IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area in Sq. Mtrs.	15,000	-	-	-
Class rooms	4	-	-	4
Laboratories	5	1	Institutional	6
Seminar Halls	1	-	-	1

No. of important equipments purchased (≥ 1 -0 lakh) during the current year.	-	1	Institutional	-
Value of the equipment purchased during the year (Rs. in Lakhs) (name of the equipment)	39.59	21.06	Institutional	60.66
1. The values provided above pertain to Equipment and computers only. 2. Existing number of equipment purchased have not been provided due to lack of information regarding old equipments. 3. The value of pre-existing equipment is the written down value at the assets and not the original cost.				

4.2 Computerization of administration and library:

1) Computerization of Administration:

- Management Information System (MIS):
 1. News/Events
 2. Student data
 3. Student Attendance
 4. Student Internal Assessment Marks
 5. Student Feed back
 6. Staff Feedback
- Mangalore University Administration:
 1. Student Admission and Registration
 2. Examination Registration
 3. Indent of Question Papers
 4. Hall Ticket
 5. Internal Assessment of Marks
 6. Online exam results

2) Computerization of Library:

- Application software used is Easylib.
- Bar-coding facilities in library. Barcode printer and scanner were added to the circulation section.
- Biometric access control system is installed in the main entrance door.
- Library Software EPAC (Electronic Public Access Catalogue) was linked to all the departments from the Central Library.
- Ezproxy : Remote access to e-resources service is provided to the faculty and students. Where as they can access the subscribed e-resources from anywhere anytime. Also users can access the Library holdings through EPAC (Electronic Public Access Catalogue) from Ezproxy.
- N-list programme.

4.3 Library services: From the beginning to 31.08.2016 -

01.09.2016 - 31.03. 2017

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	480	19,17,50 0.14	84	7,08,351.79	564	26,25,851.93

Reference Books	205	-	89	-	294	-
e-Books	-	-	-	-	252	-
Journals	17	8,41,030.89	-	-	17	8,41,030.89
e-Journals	35	-	03	-	38	-
Digital Database	1.HELINET	-	-	-	-	-
	2.DELNET	-	-	-	-	-
	3. INFLIBNET- N-LIST Programme	83,700=00	-	-	-	83,700=00
	4. Uptodate	-	-	-	-	-
	5. Mangalore University	-	-	-	-	-
	6. British Council	-	-	-	-	-
	7. American Library	-	-	-	-	-
	8. J-Gate – Biomedical Sciences	-	-	-	-	-
CDs	19	-	-	-	-	19
Others (specify)	1. Easy Lib (Library software)	-	-	-	-	-
	2. D- Space	-	-	-	-	-
	3. Fedgate (Software)	-	-	-	-	-
	4. Ezproxy (remote access to e-resource)	-	-	-	-	-
	5. END Note	-	-	-	-	-
	6. SPSS Software	-	-	-	-	-
	<u>Reprography:</u>	-	-	-	-	-
	a. Black & White	-	-	-	-	-
	b. B/W &/colour	-	-	-	-	-
	c. Networking Printer	-	-	-	-	46
	d. Biometric	-	-	-	-	-
	e. Back Volumes - 46	-	-	-	-	-

2017-2018

	1st April 2017 – 31st August 2017		
	No.	Newly Added	Value
Text Books	12	18	82,985.00
Reference Books	06	-	-
e-Books	-	-	-
Journals	06	-	1,64,577.28
e-Journals	35	03	-
Digital Database	1.HELINET	-	-
	2.DELNET	-	-

	3. Uptodate	-	-
	4. J-Gate – Biomedical Sciences	-	34,500.00
	5. INFLIBNET- N-LIST Programme	-	-
CD's	-	03	-
Others (specify)	1.Fedgate(software)	-	-
	2.Ezproxy	-	-
	(-remote access to e-resources)	-	-
	Back Volumes	04	-

4.4 Technology up gradation (overall):

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres e-library	Office	Depart-ments	Others
Existing	46	-	280 mbps	-	41	1	4	-
Added	2	-	-	-	-	1	1	-
Total	48	-	280mbps	-	41	2	5	-

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

- Wi-Fi enabled LAN networking system campus.
- Remote access to e- library to staff.
- Training has been given on the use of Management Information System (MIS) & Hospital Information System (HIS) package.
- Computers in all the classrooms and department have been provided with LCD and internet system.
- Expansion of E-technology has enhanced the use of computers in curriculum development, teaching-learning, evaluation and research.
- Students are encouraged to make use of computers for Power Point Presentations of their seminars and projects and also encouraged to make use of e- learning resources.
- Internet browsing is available for teachers and students at the Internet Centre free of cost during the working hours of the library.
- Orientation to students on Basic Computing.
- N-list programme (National Library and Information Services infrastructure for Scholarly Content): It provides access to e-resources. The faculty is extended to the students, researches and faculty with individual user id and passwords.

4.6 Amount spent on maintenance in Thousands:

Amount spent on maintenance for the period from 01.08.2016 to 31.07.2017		
		Total
ICT:		
Software Maintenance	-	
Office Equipments Maintenance	18,585.00	18,585.00
Campus Infrastructure and facilities		
Building Maintenance	43,575.00	
Furniture Repairs	2,51,746.00	
Lift Maintenance	-	
Premises Maintenance	-	
		2,95,321.00
Equipments:		
Equipment Maintenance	5,70,333.00	
Service Contracts	1,58,419.00	
STP Expenses	-	
		7,28,752.00
Other:		
Disposal of Bio-Medical Waste	-	
Motor Repairs and Maintenance	-	
Road Tax and Insurance	-	
Total		10,42,658.00

Criterion - V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services:

- Mentorship dairy is maintained for each student. Every month mentor meets the mentee personally and discusses the issues in academics and hostel.
- Daily Attendance is added in the Management Information System and parents are given the daily feedback. Parents are informed periodically regarding their ward performance and attendance.
- Unit test marks are discussed with students and academic guidance are given to low achievers.
- Counselors are available in the institution for students support.
- Orientation programme for the freshers.
- Orientation programme for the interns regarding internship postings.
- Coaching for low achievers.
- Simulation lab facility.
- All students are given subsidized Medical Care.
- Web-site.
- Newsletter - Muller Voice
- Hostel Facility
- Subsidized Canteen facility
- In-house banking
- Transport facility for outreach programmes.

5.2 Efforts made by the institution for tracking the progression:

- E-books, e-journals, sample question papers are made available in library.
- Best outgoing student is awarded.
- First Rank holder in every class is awarded.
- Best clinical conference is awarded.
- Opportunity for students to participate in various college/University/National level competitions.
- Support for slow learner's
- High achievers are encouraged with additional teaching and exams.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
123	-	-	-

(b) No. of students outside the state

(c) No. of international students

Men	No	%	Women	No	%
	07	6		115	94

Last Year (2016-17)						This Year (2017-18)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
01	-	-	24	-	25	01	-	-	30	-	31

Demand ratio: **300%** Dropout %: **3%**

5.4 Details of student support mechanism for coaching for competitive examinations

(If any):
 No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET	<input type="text" value="-"/>	SET/SLET	<input type="text" value="-"/>	GATE	<input type="text" value="-"/>	CAT	<input type="text" value="-"/>
IAS/IPS etc	<input type="text" value="-"/>	State PSC	<input type="text" value="-"/>	UPSC	<input type="text" value="-"/>	Others	<input type="text" value="-"/>

5.6 Details of student counselling and career guidance:

- In-house counsellors available.
- Regularly publishing vacancies available for students in the department notice boards.
- Career Guidance course is being offered to the students and to the neighbouring schools.

No. of students and staff benefitted: 45

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
02	13	06	-

5.8 Details of gender sensitization programmes:

01

5.9 Students Activities:

5.9.1 No. of students participated in Sports, Games and other events: 06

State/ University level National level International level

No. of students participated in cultural events: 30

State/ University level National level International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events: 03

Sports: State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support:

	Number of students	Amount In Rs.
Financial support from institution	12	Rs.5,000/-
Financial support from government	2	Rs. 10,000/-
Financial support from other sources	-	-
Number of students who received International/ National recognitions	-	-

5.11 Student organised / initiatives:

Fairs: State/ University level National level International level
 Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students:

- Swatch Bharath Abhiyan programme
- Vanmahotsav
- Noise awareness programme

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

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution:

VISION

- To be the trusted destination of quality services for speech and hearing impaired and to be recognized as a global leader in education and research for Audiology and Speech Language Pathology.

MISSION

- To provide state of the art facilities in speech & hearing care services to all.
- To create center of excellence in speech & hearing education.
- To foster excellence in research.

6.2 Does the Institution have a Management Information System:

- Yes, installed Management Information System software package. Training has been given to all the staff and students.
- Login ID and Password is given to students and parents.

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

6.3.1 Curriculum Development:

- Institution has given valuable suggestion to Rehabilitation Council of India and Indian Speech and Hearing general body to modify the content of the subjects of Bachelor in Audiology and Speech Language Pathology (BASLP).
- New syllabus as per the guidelines of Rehabilitation Council of India (RCI) and Mangalore University for the year 2017-18 batch is being implemented.

6.3.2 Teaching and Learning:

- Provision of CCTV to monitor therapy sessions.
- Simulation Centre
- Open access Library.
- Up gradation and modernization of instruments.
- E-resources.
- Internet facility.
- Books, magazines and journals added.
- Computers added.
- Wi -Fi enabled campus.
- Book exhibitions held regularly.
- Book bank facility made available.
- ICT enabled teaching and up gradation of the ICT technology.
- Adopting moral and ethical values, Discipline, Community oriented study are facilitated.
- Students are encouraged to present topics in Seminar, Clinical conferences and motivated to attend conferences.

6.3.3 Examination and Evaluation:

- Formative and summative evaluation is carried out routine internal assessment examination, clinical practicum evaluation is done for each student by asking them to perform diagnostic procedures independently.
- Apart from the routine internal assessment examination, clinical practicum evaluation is done for each student by asking them to perform diagnostic procedures independently.
- A unit test and MCQ type of examination is conducted after completion of each unit.

6.3.4 Research and Development:

- Travel grants are given for staff presenting papers.
- Incentives are provided to staff for publications.
- Seed money.
- The internee students are advised to take an independent project and complete it before the internship program.
- Travel grants are given for staff presenting papers.
- Staffs are carrying out research projects under the guidance of the research cell.
- Incentives are provided to staff for publications.

6.3.5 Library, ICT and physical infrastructure / instrumentation:

- Open access Library.
- Up gradation and modernization of instruments.
- E-resources.
- Internet facility.
- Books, magazines and journals added.
- Computers added.
- Wi -Fi enabled campus.
- Book exhibitions held regularly.
- Book bank facility made available.

6.3.6 Human Resource Management:

- Ensuring wide publicity for larger/better choice through ads for vacancies.
- Recruitment Policy norms followed.
- Verification for new employees from previous employers sought
- Recruiting, training, performance appraisal of staff is done annually.
- Grievance Redressal Cell, Student Counselling Centre exists.
- Conducive atmosphere for work and professional growth.
- Hands on training in Simulation and Skill Centre for faculty, students and non teaching staff.
- Orientation for non teaching staff.
- Training in NABH (new edition) is being scheduled for staff from time to time.
- Standard Operating Procedures are documented.
- Audit is being done periodically to improve quality.
- HRD programs for staff are conducted periodically (Eg. Induction programme)
- Suggestion Box, Anti Ragging Cell, Women guidance Cell, Health Centre, Information Centre.
- Women safety Mobile app awareness programme in collaboration with Mangalore City Police.
- Regular training programs- like CME and workshops.
- Parent friendly campus. Dean and senior faculty available to meet, discuss, counsel and Mentor students.
- Counsellor in campus on all working days.
- Christmas is celebrated by Management and community. Fellowship Dinner is hosted by Management.
- Support Staff is extended financial assistance during trying times and circumstances.
- Each course starts with an extensive orientation programme and trained on Medical Ethics.
- May Day celebrated annually with workers followed by Fellowship Lunch.

6.3.7 Faculty and Staff Recruitment:

- Staff recruitment board as per university guidelines with subject expert
- All appointment are done according to RCI/University/Government guidelines
- Orientation for teaching and non teaching staff.
- Teaching experience and research publications are principal criteria in addition to academic qualifications for selection.
- Recommendation from past employees
- Conducive atmosphere for work and professional growth
- Housing benefits, promotional avenues
- Benefits like PF, leave, higher study leave, medical benefits

6.3.8 Industry Interaction / Collaboration:

- Awareness programme regarding sound pollution for industrial workers in collaboration with industry Mangalore Refinery Private Limited (MRPL).
- Hearing testing for industrial workers

6.3.9 Admission of Students:

- Students have been admitted based on merit.
- A personal interview conducted for each candidate who have been short listed.
- Web-site, Brochures, pamphlets.
- Other Organization/local bulletins like Rakno, Divo, etc.
- Institutional bulletin.

6.4 Welfare schemes for:

Teaching Staff:	<ul style="list-style-type: none"> • Provident fund, EDLI linked to LIC, Gratuity and Pension • Provision of Medical Benefits for employees • Accommodation is provided at a subsidized rate • Credits given to publications of papers, research • Incentives given for the presentation of papers and research work • Benefits like special leave, higher studies leave and other leave. • Maternity leave facility • Facility for spiritual growth • Prevention of Sexual Harassment Committee • Orientation programme. • Special Leave & reimbursement facility for paper presentation & publication
Non-teaching Staff:	<ul style="list-style-type: none"> • Education loan for Children • Provident Fund, ESI, Gratuity and Pension • Provision for Medical Benefits • Medical benefits concessions for a staff are dependent. • Welfare fund loan • Promotion • Accommodation at highly subsidized seats is provided. • In-service training programmes • House Building loan • Emergency contingency loan. • Recognition of dedicated Non Teaching staff • A special Health Card for all staff with 75-100% free healthcare • Maternity leave facility • Facility for spiritual growth • Prevention of Sexual Harassment Committee, Grievance Redressal cell.
Students:	<ul style="list-style-type: none"> • Provision of Medical Benefits • Encouragement to attend workshops and conferences • Instituting awards for outstanding performance in curricular Activities • Providing incentives for student research activities • New indoor Sports complex work in progress • Committees like Student Welfare Cell, Prevention of Sexual Harassment Committee, Students Council, Anti-ragging Committee and Grievance Redressal Cell to look after the welfare of students.

6.5 Total corpus fund generated:

Yes No

6.6 Whether annual financial audit has been done:

Yes No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic / Administrative	Yes	<ul style="list-style-type: none"> • External expert 	Yes	IQAC Core Committee

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

For UG Programmes	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
For PG Programmes	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>

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

- University conducts semester examinations time to time. The evaluation pattern is centralized so as to ensure results on time.
- Bar Coding system has been introduced, to maintain the transparency in the assessment of answer papers
- Photo copy of the assessed answer paper is issued to the student on demand.
- Re-evaluation and re-totaling of answer papers are available on demand.

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

- Permanent Affiliation from the Mangalore University.

6.11 Activities and support from the Alumni Association:

- Alumni meeting conducted annually.
- Sharing of thoughts/suggestions by the alumni in the growth and development of the department.
- Information regarding the availability of job vacancies are updated by the alumni's who are already placed.

6.12 Activities and support from the Parent – Teacher Association:

- Periodic meeting are conducted with the parents.
- Feedback given by the parents will be taken for the individual growth of their ward.

6.13 Development programmes for support staff:

- Conducting Induction programme and soft skills for staff.
- Training programmes on Bio medical Waste Management, PPE, PGP, Skill Management & Hand Hygiene.
- Ongoing continuous Training Programme in Infection Control and Fire Safety Management.
- Training programme on Basic life support and ALS.
- Orientation and Training Programmes on Rights and Responsibilities of staff as well as Patient Rights and Responsibilities.
- Sports and Games organized during Institution Day.
- Training in Management Information System (MIS) and Hospital Information System (HIS).
- Hands on training in the Simulation & Skill centre. (Hospital orderly training programme).

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

- Plastic free zone, Non smoking zone and No horn zone.
- Planting of Saplings.
- Vanamahotsava Celebrated annually.
- Additional Sewage Treatment Plant. Additional recycled sewage water reused.
- Solar energy utilization is being actively promoted in the campus.
- Water harvesting system used.
- Upgradation of landscaping of approach driveway and student recreation areas.

Criterion - VII **Innovations and Best Practices**

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

1. Education and training based on Simulation Technology
2. "Strengthening the ties with the community" for creating awareness about speech and hearing disorders and its implications on the individual and society.

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

Plan of Action	Achievements
1. Research profile of the college can be further improved.	Research encouragement is given to staff and students with incentives and seed money for the research work
2. Nearly half the staff has one year or less duration of experience.	<ul style="list-style-type: none">• All the staff have more than one year of experience. Senior staff has been recruited.• Salary revision and work incentives are introduced to retain the staff.
3. Initiation of PG Course.	In the process of applying for PG Course.
4. Focus on translational research.	Translation research is under progress.
5. Enhancement of interactions with external research organizations for conducting research.	Collaboration with National Institute of Technology Karnataka – Surathkal and Father Muller Medical College for research
6. Scope to increase case-load	<ul style="list-style-type: none">• Staff and students are posted in the various departments of medical college hospital.• Collaboration with Sava Shiksha Abiyana (SSA) Mangalore. Speech therapy sessions are provided in the schools.• Outreach centres are started at St. Mary's Special School, Kinnigoli.• The interns are posted in different departments of the hospital and are assessing all the patients with speech language and hearing disorders.
7. Attract & retain qualified and experienced staff/faculty.	Periodic revision in Pay Scale/ Incentives for clinical activities apart from the salary is giving for the staff/faculty.

7.3 Give two Best Practices of the Institution:

1. Education and training based on Simulation Technology
2. "Strengthening the ties with the community" for creating awareness about speech and hearing disorders and its implications on the individual and society.

*** Please find the Best Practices as Annexure- V**

7.4 Contribution to environmental awareness / protection:

- Noise Pollution Awareness program conducted.
- Initiative has been taken to conduct hearing screening in Puttur in collaboration with Rotary club.
- Initiative has been taken to conduct various awareness programs such as camps, street plays, brochures to provide information to the general public regarding various noise pollution and communication disorders.
- Celebration of Vanmahotsav Day.

7.5 Whether environmental audit was conducted? Yes

No

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

8. PLANS OF INSTITUTION FOR NEXT YEAR

- To start post graduate programme.
- To increase the research out-put and publish Research Papers in high impact Journals.
- To research collaboration with International/ National research Institutes.
- To conduct an International conference in audiology/Speech Language Pathology.

Name: Sr. Cynthia Santhmayor

Name: Prof. Akhilesh P.M.



Signature of the Coordinator, IQAC



Signature of the Chairperson, IQAC

Appendix

USED ABBREVIATIONS

SL. NO.	ABBREVIATIONS	FULL FORM
1.	MIS	Management Information System
2.	HIS	Hospital Information System
3.	NABL	National Accreditation Board for Testing and Calibration Laboratories
4.	NABH	National Accreditation Board for Hospitals & Health care providers
5.	MCQ	Multiple Choice Questions
6.	MICU	Medical Intensive Care Unit
7.	RCI	Rehabilitation Council of India
8.	BRNS	Board of Research in Nuclear Sciences
9.	ICMR	Indian Council of Medical Research
10.	LAN	Local Area Network
11.	WAN	Wide Area Network
12.	Wi-Fi	Wireless Fidelity
13.	OSCE	Objective Structured Clinical Examination
14.	OSPE	Objective Structured Practical Examination
15.	INFLIBNET	Information and Library Network Centre
16.	HELINET	Health Science Library and Information Network
17.	DELNET	Developing Library Network
18.	EPAC	Electronic Public Access Catalogue
19.	HIC	Hospital Infection Control
20.	PBL	Problem Based Learning
21.	BOS	Board of Studies
22.	PTA	Parent Teachers Association
23.	SPSS	Statistical Package for the Social Sciences
24.	N-list programme	National Library and Information Services infrastructure for Scholarly Content
