

# FATHER MULLER COLLEGE, MANGALORE

(A Unit of Father Muller Charitable Institutions)



ANNUAL QUALITY ASSURANCE REPORT  
(AQAR)

**2013-14**

## The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit 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. For example, July 1, 2012 to June 30, 2013)

### 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

Mangalore

State

Karnataka

Pin Code

575002

Institution e-mail address

fmcahs@gmail.com

Contact Nos.

0824-2238328/2238399

Name of the Head of the Institution:

Prof. Akhilesh P.M.

Tel. No. with STD Code:

0824-2238295/2238296

Mobile:

9448260826

Name of the IQAC Co-ordinator:

Mrs. Shwetha

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID: 15077

1.4 Website address:

Web-link of the AQAR:

### 1.5 Accreditation Details

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

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

1.7 AQAR for the year:

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 \_\_\_\_\_ (DD/MM/YYYY)4
- ii. AQAR \_\_\_\_\_ (DD/MM/YYYY)
- iii. AQAR \_\_\_\_\_ (DD/MM/YYYY)
- iv. AQAR \_\_\_\_\_ (DD/MM/YYYY)

### 1.9 Institutional Status

University State  Central  Deemed  Private

Affiliated College Yes  No

Constituent College Yes  No

Autonomous college of UGC Yes  No

Regulatory Agency approved Institution Yes  No

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

Type of Institution Co-education  Men  Women

Urban  Rural  Tribal

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

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

#### 1.10 Type of Faculty/Programme

Arts  Science  Commerce  Law  PEI (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management

Others (Specify)

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

Mangalore University

#### 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  DST-FIST

UGC-Innovative PG programmes  Any other (Specify)

UGC-COP Programmes

## 2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="2"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="1"/>
2.3 No. of students	<input type="text" value="2"/>
2.4 No. of Management representatives	<input type="text" value="2"/>
2.5 No. of Alumni	<input type="text" value="3"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="1"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="1"/>
2.8 No. of other External Experts	<input type="text" value="1"/>
2.9 Total No. of members	<input type="text" value="14"/>
2.10 No. of IQAC meetings held	<input type="text" value="4"/>
2.11 No. of meetings with various stakeholders:	No. <input type="text" value="1"/> Faculty <input type="text" value="4"/>
	Non-Teaching Staff <input type="text" value="2"/> Students <input type="text" value="2"/> Alumni <input type="text" value="2"/> Others <input type="text" value="2"/>
2.12 Has IQAC received any funding from UGC during the year?	
No	<input type="text" value="-"/>
If yes, mention the amount	
2.13 Seminars and Conferences (only quality related)	
(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC	
Total Nos.	<input type="text" value="2"/> International <input type="text"/> National <input type="text"/> State <input type="text"/> Institution Level <input checked="" type="checkbox"/>
(ii) Themes	<ul style="list-style-type: none"><li>• NABH procedure and sensitization programme conducted by QCI</li><li>• Orientation and training for all stakeholders on various aspects of NABH</li></ul>
2.14 Significant Activities and contributions made by IQAC	<ul style="list-style-type: none"><li>• Student Feedback on Teachers and courses was collected in April, 2014</li><li>• Fire and safety training was given to all the teaching and non teaching staff of the institution</li><li>• Orientation programme was conducted for newly recruited staff</li><li>• One state level seminar and one institutional level workshop was conducted</li></ul>

2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
To upgrade the existing neonatal hearing screening lab	Automated ABR was purchased for newborn hearing screening
To construct a new two room Audio suite for the outpatient Audiology wing	Construction work is in progress. Equipment worth 10 lakhs already purchased for the room.
To upgrade the existing voice lab	EKG, spirometer and hi-fi amplifier deck was purchased
To improve the service in SSA	Immittance screener and speech trainer was purchased
To improve the knowledge of students in subjects related to speech and hearing	A state level conference was conducted on articulation and phonological disorders and fluency disorders
To improve the practical knowledge of the students	A workshop was conducted on cochlear implants by giving hands-on training
To update the knowledge of faculty and students	Faculty were deputed to attend various national level conferences  Students were given opportunities to attend national level conferences

*Annexure- I*

2.15 Whether the AQAR was placed in statutory body      Yes       No

Management       Syndicate       Any other body

Provide the details of the action taken

➤ Presented the AQAR in governing board meeting

**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	1	Nil	Nil	Nil
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	-	-	-	-
Others	-	-	-	-
<b>Total</b>	1	-	-	-
Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	✓
Trimester	-
Annual	-

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

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

*Annexure- II*

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

- |   |
|---|
| <ul style="list-style-type: none"> <li>➤ Yes. Mangalore University has included Kannada subject in the second semester.</li> <li>➤ The marks allotted for each subject in III semester is reduced to 100 from 125.</li> </ul> |
|---|

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

No
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## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
09	01	01	01	06

2.2 No. of permanent faculty with Ph.D.

Nil

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	-	07	-	09	-

2.4 No. of Guest and Visiting faculty and Temporary faculty

Nil	Nil	08
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2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	4	6	22
Presented papers	1	3	Nil
Resource Persons	Nil	Nil	Nil

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

- Question papers of past three years are discussed in class and students are instructed to write answers of the same.
- Unit tests were conducted after the completion of each unit.
- Topic related quiz is conducted in class after completion of each unit
- Department presentation is conducted to improve the knowledge of the student and the presentation skills
- CCTV monitored speech therapy sessions are used to improve the quality of clinical learning
- Students are given mock cases to identify various speech and hearing disorders.

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

280

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

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



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

01	-	-
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2.10 Average percentage of attendance of students

85%
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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 <sup>rd</sup> Year	15	20%	73%	-	-	93.3%
BASLP 2 <sup>nd</sup> Year	25	4%	80%	-	16%	100%
BASLP 1 <sup>st</sup> Year	32	4%	93%	-	-	97%

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

- Prepared an academic calendar to convey the examination schedule, teaching days, celebrations, holidays, vacations, to the faculty, students and parents.
- Mentorship dairy is maintained for each student
- Teacher feedback is taken from each student at the end of every semester.
- Arranged teachers training programs to develop teaching skill.

2.13 Initiatives undertaken towards faculty development: -

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	02
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	01
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
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	02	Nil	Nil	Nil
Technical Staff	02	Nil	Nil	Nil

## Criterion – III

### 3. Research, Consultancy and Extension

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

- The institution is affiliated to DSIR, New Delhi
- Staff are encouraged to carryout minor research projects
- Internee students are required to carry out one independent research under the guidance of the staff.
- Regular orientation programmes on research methodology and statistics for staff.
- A journal by the name "Fr.Muller Journal of Medical Sciences and Research" started
- To provide incentive to staff for research and publications.
- Seed Money – Faculty are encouraged to undertake research projects; seed money for the proposed projects are given.
- Research grants – Staff encouraged in writing grant proposals for funding from the National / International research funding agencies.
- Leave – Service Rules provide for leave to undertake research.
- Necessary infrastructure for research is provided in each department.
- The research centre processes applications from faculty, applies for grants, provides guidance in seeking grants from other agencies.
- Weightage given for research/publication at the time of promotion.

#### 3.2 Details regarding major projects

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

#### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	2	6	-	-
Outlay in Rs. Lakhs	150000.00	350000.00	-	-

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	3	1	-
Non-Peer Review Journals	-	-	-
e-Journals	-	-	-
Conference proceedings	-	1	-

#### 3.5 Details on Impact factor of publications:

Range  Average  h-index  Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	Nil	Nil	Nil	Nil
Minor Projects	-	-	-	-
Interdisciplinary Projects	-	Institutional fund	-	-
Industry sponsored	-	-	-	-

Projects sponsored by the University/ College	-	-	-	-
Students research projects <i>(other than compulsory by the University)</i>	-	-	-	-
Any other(Specify)	-	-	-	-
Total	-	-	-	-

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from Nil

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	-	-	1	-	1
Sponsoring agencies	-	-	FMCI	-	Advanced bionics

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

3.13 No. of collaborations International  National  Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From Funding agency  From Management of University/College

Total

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College

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

Nil

-

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

Nil

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: NIL

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

University forum  College forum

NCC  NSS  Any other

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

- The college extends rehabilitative service to the individuals with special needs in collaboration with SSA Mangalore. Weekly twice speech and language therapy is given to children identified at SSA school in Mangalore.
- College conducts frequent camps to identify the various speech and hearing disordered individuals
- In the last academic year two camps were conducted and a total number of 74 patients were benefited

## 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.	12,000	-	Institutional Funded	-
Class rooms	4	-	-	-
Laboratories	6	-	-	-
Seminar Halls	1	-	-	-
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	-	6	-	-
Value of the equipment purchased during the year (Rs. in Lakhs)	-	-	-	-
Others	-	-	-	-

#### 4.2 Computerization of administration and library

➤ Application software used is Easylib. Charging and discharging work is computerized. Publications are Bar-coded. Barcode printer and scanner were added to the circulation section. Biometric access control system is installed to the UG entrance door. Library Software EPAC (Electronic Public Access Catalogue) was linked to all the departments of FMMC from the Central Library. Ezproxy: Remote access to e-resources service is provided to faculty and students.

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	426	14,95,282.30	11	1,20,777.61	437	16,16,059.91
Reference Books	184	-	10	-	194	-
e-Books	-	-	-	-	06	-
Journals	13	4,45,823.54	04	1,15,748.19	17	5,61,571.73
e-Journals	22	-	-	-	22	-
Digital Database	1. HELINET 2. INFLIBNET - N-LIST Programme 3. American Library 4. J-Gate	-	-	-	-	-
CD & Video	16	-	-	-	-	-
Others (specify)	Back Volumes - 33	-	04	-	37	-

#### 4.4 Technology up gradation (overall):

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing					100mbps			
Added								
Total								

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

- Laptop and Desktop in all departments
- Every department has been provided with computers, 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.
- Wi-Fi connectivity is given to all the departments. Internet browsing is available for teachers and students at the Internet Centre free of cost during the working hours of the library
- LAN networking system -remote access to e-library to staff
- Wi-Fi enabled campus
- Training has been given on the use of MIS & HIS package.

#### 4.6 Amount spent on maintenance in lakhs :

i) ICT

Office Equipment Maintenance **Rs. 31,634.00**

ii) Campus Infrastructure and facilities

Building Maintenance Rs. 40,737.00

Furniture Repairs Rs. 3,37,472.00

iii) Equipments

Equipment Maintenance Rs. 83,950.00

Service Contracts Rs. 27,517.00

Total **Rs. 1,11,467.00**

iv) Others

**Rs. 11,722.00**

**Total:**

**Rs. 5, 31,033.00**

## 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
- Monthly class attendance and clinical attendance is calculated, if any student found to have below average attendance, remedial actions are taken
- Parents are informed periodically regarding their ward performance and attendance
- Unit test marks are discussed with students and academic guidance are given to slow learners
- Counselors are available in the institution for students support

#### 5.2 Efforts made by the institution for tracking the progression

- E-books, e-journals, sample question papers are made available on library
- Enquiries from various rehabilitative institutions for the post of audiologist and speech language pathologist are informed to intern students
- Best outgoing student is awarded
- First Rank holder in every class are awarded
- Best clinical conference is awarded

#### 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
105			

#### (b) No. of students outside the state

65

#### (c) No. of international students

08

Men	No	%	Women	No	%
	11	12		79	88

Last Year 2013-14						This Year 2014-15					
General	SC	ST	OB C	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
31	-	-	02	-	33	28	01	-	04	-	33

Demand ratio -          Dropout % - **01**

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

Nil

No. of students beneficiaries

-

5.5 No. of students qualified in these examinations

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

5.6 Details of student counselling and career guidance

- The HRD and the department of speech and hearing are guiding the students towards availability of jobs in various pursuits. It is observed that many students get employment after the completion of their studies on their own

No. of students benefitted

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
-	-	-	-

5.8 Details of gender sensitization programmes

- A meeting of lady students staying in the hostels held on 15 March 2014 to discuss about their problems.
- A periodical meeting of the members of Women cell was held on 12 August 2014 and discussed various issues
- An awareness programme with lady student's representatives to create awareness among lady students about Women sexual Education in the hospital OPD premises.

5.9 Students Activities

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

State/ University level  National level  International level

No. of students participated in cultural events

State/ University level  National level  International level

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

Sports : State/ University level  National level  International level

Cultural: State/ University level  National level  International level



### 5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	12	Rs. 5,000/- each
Financial support from government	02	Rs. 10,000/-
Financial support from other sources	-	-
Number of students who received International/ National recognitions	Nil	Nil

### 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

- Street play regarding adverse effects of noise pollution.
- Prepared brochures on care and maintains of ear.

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**

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

#### 6.2 Does the Institution has a management Information System

Yes, installed Management Information System package. Training has been given to all the staff

#### 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 Indian Speech and Hearing general body to modify the content of the subject in BASLP syllabus.

##### 6.3.2 Teaching and Learning

- CCTV monitored therapy sessions are used to improve the quality of clinical learning.
- Department presentations are included in every clinical posting.
- Subject wise quiz is conducted after each unit. MCQs are discussed and given as an assignment.
- Students are given mock cases to identify various speech and hearing disorders.

##### 6.3.3 Examination and Evaluation

- 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

- The internee students are advised to take an independent project and complete it before the internship program.
- Staff has taken initiative in carrying out research projects.

### 6.3.5 Library, ICT and physical infrastructure / instrumentation

- EPAC - EPAC (Electronic Public Access Catalogue) is a systematic record of the holding of the Library. Its purpose is to enable a user of the collection to find out the Physical location of a document in the collection. It is an access tool and resource guide to the collection of the Library. The EPAC can be searched interactively from any terminal located in the main library or in the departmental libraries or can access remotely. Users can search publications by Authorwise, Title wise, Subject wise etc. They can access non-book materials thesis/dissertation, Bound Volumes CD ROM's etc. They can also search library subscribed Periodicals, & E -Journals list.
- Federated searching tools to search articles in multiple databases – Fedgate software is available
- Library Website – Library details are available in the Institutes website
- In-house/remote access to e-publications - Ezproxy – remote access to e-resources service is provided to faculty and students
- Library Automation – Application Software used is Easylib. Charging and discharging work is computerized. Publications are Bar-coded. Barcode printer and scanner was added to the circulation section. Biometric access control system is installed to the UG,PG entrance door.
- Total Number of Computers for public access – 43
- Internet band width/speed – 100MBPS
- Institutional Repository - We have installed D-Space software to upload question papers, CD ROM's, subscribed e-journals etc.
- Participation in Resource sharing networks/consortia (like inflibnet) - Participated training programmes held for HELINET Consortium & INFLIBNET - N-LIST Programme.

#### INSTRUMENTS:

- Computers
- Printers
- Photocopiers
- Head Phones
- Scanner
- Slide Projector
- Laptop
- TV/VCR
- CC TV Cameras
- WIFI
- Barcode Scanner & Printer
- Biometric Scanner

### 6.3.6 Human Resource Management

- Orientation
- Recruiting, training, performance appraisal of faculty
- HRD programs for staff are conducted periodically
- Provision of Grievance Redressal Cell, Student Counselling Centre
- Suggestion Box, Health Centre, Information Centre

### 6.3.7 Faculty and Staff recruitment

- A conducive atmosphere for work and professional growth
- Ensuring wide publicity for larger/better choice through ads for
- Attractive salary, housing benefits, promotional avenues
- Personal and professional development schemes
- Benefits like EPF, leave, higher studies leave, medical benefits
- Regular training programs- like CME and workshops.
- Facility to attend national / international conference.
- Weight-age for research / publications.
- Maintaining transparency in recruitment of eligible candidates in consultation with management as per government regulations.
  - News paper advertisement
  - Scrutiny of documents
  - Interview by expert panel

### 6.3.8 Industry Interaction / Collaboration

- A talk was organised in an industry regarding the adverse effect of noise in the industrial employees. Initiative have been taken to evaluate the occupationally induced hearing problems in employees who are working in industry

### 6.3.9 Admission of Students

- Students have been admitted based on merits in their qualifying examinations.
- A personal interview was conducted for each candidate who had applied so as to know their interest to perceive this course

### 6.4 Welfare schemes for

Teaching staff	<ul style="list-style-type: none"> <li>• Enhancement of Provident fund, Gratuity and Pension</li> <li>• Provision of Medical Benefits as employees</li> <li>• Accommodation is provided at a subsidized rate</li> <li>• Credits given to publications of papers, research and excellent input in teaching</li> <li>• Incentives given for the presentation of papers and research work.</li> <li>• Encouragement to attend workshops and conferences.</li> <li>• Benefits like special leave, Higher studies leave, Maternity Leave.</li> </ul>
Non teaching	<ul style="list-style-type: none"> <li>• Education loan for Children</li> <li>• Provident Fund, Gratuity and Pension</li> <li>• Provision for Medical Benefits as employees</li> <li>• Welfare fund loan</li> <li>• In-service training programmes</li> <li>• House Building loan</li> <li>• Emergency contingency loan</li> </ul>
Students	<ul style="list-style-type: none"> <li>• Provision of Medical Benefits for the students</li> <li>• Encouragement to attend workshops and conferences</li> <li>• Instituting awards for outstanding performance in curricular and co-curricular activities.</li> <li>• Providing incentives for student research activities</li> <li>• Providing more facilities in hospital and hence better exposure.</li> <li>• Providing larger number of patients through rural outreach programmes.</li> </ul>

6.5 Total corpus fund generated

Nil

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	-	-	Yes	IQAC

Administrative	-	-	Yes	IQAC
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6.8 Does the University/ Autonomous College declare results within 30 days?

For UG Programmes      Yes       No

For PG Programmes      Yes       No

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

- 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, issued to the student on demand.
- Re-evaluation and re-totalling of answer papers are available on demand

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

Nil

6.11 Activities and support from the Alumni Association

- Periodic alumni meeting are conducted
- Sharing of thoughts 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

- Orientation by the university regarding online submission of admission and internal assessment.
- Orientation and Training Programmes in Infection Control and Fire safety
- Orientation and Training Programmes in MIS and HIS.
- Orientation and Training Programmes in Disaster Management.
- Orientation and Training Programmes in Patients Rights and Safety.

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

- Green campus.
- Water harvesting and waste water management.
- Biohazard waste disposal management.
- Focus on disable friendly outpatient department.
- Plastic free zone
- Non smoking zone
- Planting of trees
- Recycling of sewage water
- No horn zone
- Lawns and gardens are maintained with utmost care.
- Approach roads are lined with trees and shrubs.

## Criterion – VII

### 7. Innovations and Best Practices

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

- Following lesson plans with 3 –D videos concerned to a particular chapter for easy learning
- Conducting street plays with the respect to a particular disorder have fostered the public awareness
- Students were instructed to record and analyse various normal and abnormal speech samples in their native languages to improve their practical knowledge.

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

<u>Plan of Action</u>	<u>Achievements</u>
To upgrade the existing neonatal hearing screening lab	Automated ABR was purchased for newborn hearing screening
To construct a new two room Audio suite for the outpatient Audiology wing	Construction work is ongoing. Equipment worth 10 lakhs already purchased for the room.
To upgrade the existing voice lab	EKG, spirometer and hi-fi amplifier deck was purchased
To improve the service in SSA	Immittance screener and speech trainer was purchased
To improve the knowledge of students in subjects related to speech and hearing	A state level conference was conducted on articulation and phonological disorders and fluency disorders
To improve the practical knowledge of the students	A workshop was conducted on cochlear implants by giving hands-on training
To update the knowledge of faculty and students	Faculty were deputed to attend various national level conferences  Students were given opportunities to attend national level conferences

7.3 Give two Best Practices of the institution

1. EARLY IDENTIFICATION of Hearing loss in New borns” A Standardized protocol to identify hearing loss in newborns
2. Effective goal oriented speech therapy sessions by installing Close circuit televisions for monitoring as well as enhancing the security system of the speech therapy session

#### 7.4 Contribution to environmental awareness / protection

- Talk was organised in an industry regarding the adverse effect of noise in the industrial employees.
- Initiative has been taken to evaluate the occupationally induced hearing problems in employees who are working in industry.
- Awareness program is conducted in collaboration with SSA

7.5 Whether environmental audit was conducted?    Yes     No

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

- STRENGTHS**
- Dedicated, professional workforce, Inception and basis in service and charity
  - Attached Multi speciality hospital with 1250 beds
  - Good infrastructure facilities
  - Conduct orientation and training for all Internal stakeholders regularly
  - Conduct Annual academic audit
  - Increased Patient Load
- OPPORTUNITIES**
- Enhance Participation and collaboration with government agencies and NGOs
  - Collaborative Research

#### 8. **Plans of institution for next year**

- To improve the infrastructure of the department
- To enhance the research activities
- To conduct national and international seminars and conferences
- To conduct Minor Research Projects

*Name: Mrs. Shwetha*



*Signature of the Coordinator, IQAC*



*Name: Prof. Akhilesh P.M.*



*Signature of the Chairperson, IQAC*

**Principal**  
**FATHER MULLER COLLEGE**  
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[Annexure I](#)

[Annexure II](#)

[Annexure III](#)