Internal Quality Assurance Cell (IQAC)

St Philomena's College (Autonomous)

Affiliated to the University of Mysore

Bannimantap, Mysore - 570015

The Roadmap of IQAC for the academic year 2023-2024

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IQAC COORDINATOR
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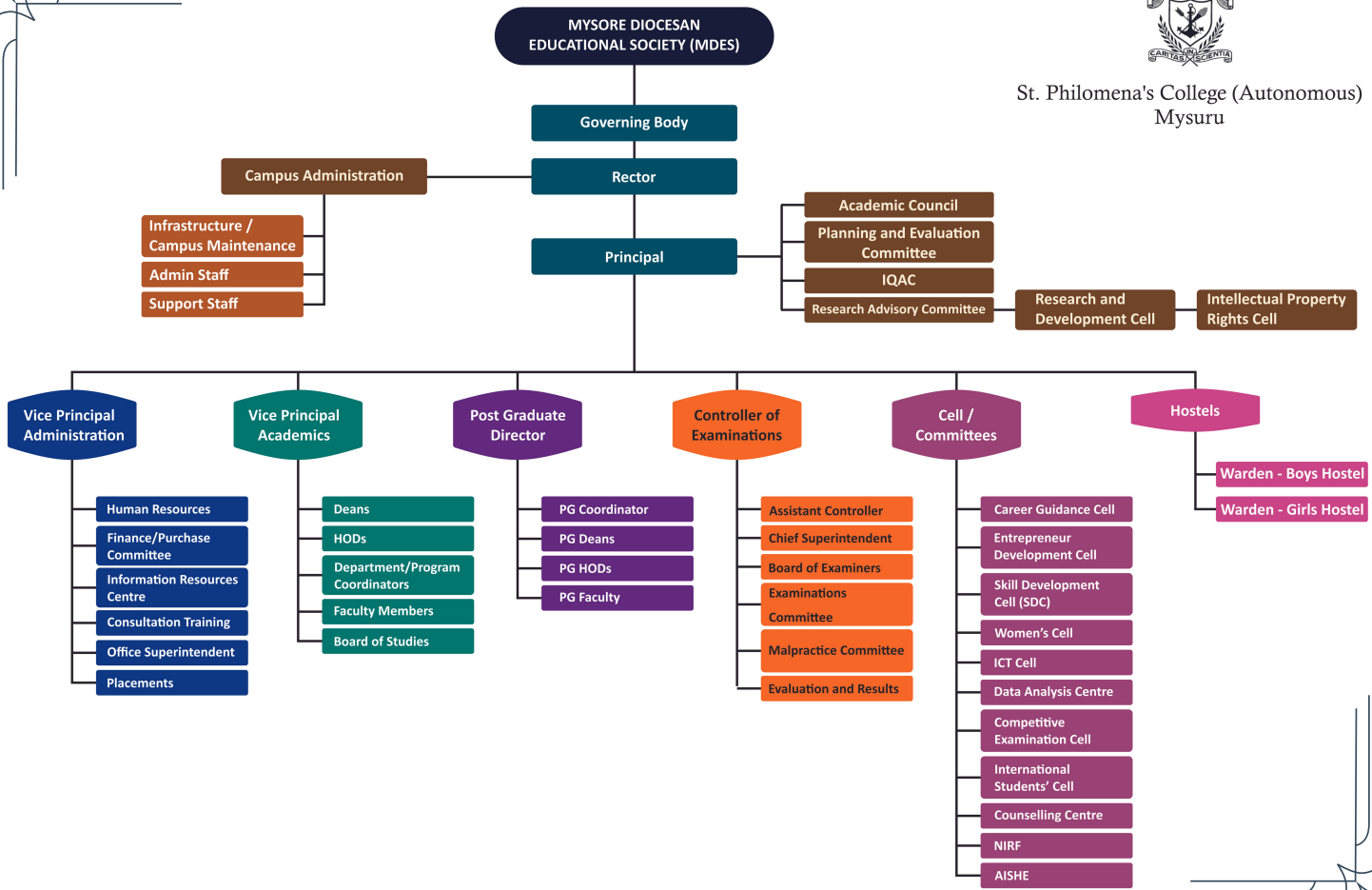
St. Philomena's College (Autonomous)
Mysuru



Internal Quality Assurance Cell (IQAC)

ST. PHILOMENA'S COLLEGE (Autonomous)

Governed by the Mysore Diocesan Educational Society - MDES®

(Affiliated to the University of Mysore)

Mysuru - 570 015

ROAD MAP - 2023

AND IQAC Manual

THE MANAGEMENT - THE MYSORE DIOCESAN EDUCATIONAL SOCIETY

The Mysore Diocesan Educational Society (MDES) was established in the year 1966 by the great visionary His Excellency late Rt. Rev. Dr. Mathias Fernandes, the former Bishop of the Catholic Diocese of Mysore. Over the last 66 years, MDES has achieved this through its 149 institutions spread out in the four revenue districts of Mysuru, Mandya, Kodagu, and Chamarajanagara of Karnataka State through its dedicated service which has borne rich dividends by offering value-based education to students not only in urban areas but also in remote rural areas. The alumni of the MDES institutions have crossed boundaries and borders and have left their indelible mark in the different sectors of society. The MDES is currently governed by His Excellency Most Rev. Dr. K. A. William, Bishop of Mysuru. The MDES continues to mentor the progress of this Institution.

A BRIEF HISTORY OF THE COLLEGE

St. Philomena's College was established in the year 1946 with the motto 'Caritas in Scientia' i.e. 'Love through Knowledge'. It was the first Private Science Degree College to be established in the erstwhile Mysore State. The altruism of the then Maharaja of Mysore, His Excellency Sri Jayachamarajendra Wodeyar, and the personal efforts of

the then Bishop of Mysore, His Excellency Rt. Rev. Dr. Rene Feuga, gave a legendary beginning to the institution.

St. Philomena's College has established Academic Excellence. Over the years. The College has evolved several Meetings/Activities, both at the Undergraduate and Postgraduate levels. The Academic Environment, student-friendly campus and Value-Based Education imparted in a harmonious atmosphere attract students from several parts of the Country and the world. The Guiding Values such as Love, Justice, Equality, and Peace are enshrined as Institutional Objectives. The College is wedded to its zeal of democratizing Education and aims at Social Equity. The College constantly strives to evolve conducive and viable practices to transact the curriculum and upgrade the infrastructure.

An assiduous commitment to its core values has helped the institution to earn an A+ Grade (Cycle 1) from NAAC in the year 2004. The College was granted Autonomy by the University Grants Commission in the year 2011. Retaining its vigor, the College secured an A Grade with a CGPA rating of 3.58 on a 4-point scale during the re-accreditation by NAAC in 2014 (Cycle 2). The UGC had declared the College as "A College with Potential for Excellence" in the year 2010 and the year 2015; the UGC elevated the College to "A College of Excellence". In the year 2020, the College has secured B++ Grade (Cycle 3) from the NAAC.

The College campus is spread over 25 acres of land on the Mysuru Bangalore highway and has 35 Departments at the Undergraduate level comprising of Science, Arts, Commerce, Management, Social Work, Tourism & Hospitality Management, BCA, B. Voc, and Community College. The College has a separate PG Studies and Research Centre offering 11 PG Meetings/Activities under CBCS-LOCF pattern in Science, Arts and Commerce, and Ph. D Meetings/Activities in the departments of Social Work and Chemistry.

The CBCS pattern with Continuous Comprehensive Assessment (CCA) is being followed for 3rd year UG Meeting/Activity.

College - VISION

The College is guided by the visionary zeal of providing Value-Based Education to everyone irrespective of religion, caste, creed, or sex by which the character is formed, intellect is expanded and one can stand on his/her own feet.

College - MISSION

To transform young men and women who come to learn not just from books, but also from life and to share the experience of working and playing together to inculcates life skills to become good citizens with integrity and discipline.

College - AIMS AND OBJECTIVES

- *Striving to optimize education opportunities, the College constantly reinvigorates the Mission and Vision statement keeping its essential core strong. It aims to:*
- *Continue the pursuit of Excellence in the areas of teaching, learning, and practical applications of Knowledge.*
- *Facilitate the acquisition of core competencies and channel students towards critical literacy.*
- *Establish tenable industry-academia interfaces.*
- *Engender Ethical Values in students.*

ASSESSMENT & ACCREDITATION by NAAC

Education plays a vital role in the development of any nation. Therefore, there is a premium on both quantity (increased access) and quality (relevance and excellence of academic programmes offered) of higher education. The NAAC has been set up to facilitate the volunteering institutions to assess their performance vis-a-vis set parameters through introspection and a process that provides space for participation of the institution.

Benefits of Accreditation

- *Institution to know its strengths, weaknesses, and opportunities through an informed review process.*
- *Identification of internal areas of planning and resource allocation.*
- *Collegiality on the campus.*
- *Funding agencies look for objective data for performance funding.*
- *Institutions to initiate innovative and modern methods of pedagogy.*
- *New sense of direction and identity for institutions.*
- *The society look for reliable information on quality education offered.*
- *Employers look for reliable information on the quality of education offered to the prospective recruits.*
- *Intra and inter-institutional interactions.*

UNITS OF ASSESSMENT

NAAC's instrument is developed to assess and grade institutions of higher education through a three-step-process and make the outcome as objective as possible. Though the methodology and the broad framework of the instrument is similar, there is a slight difference in the focus of the instrument depending on the unit of Accreditation, i.e.,

Affiliated / Constituent colleges / Autonomous colleges / Universities / Health Science / Teacher / Physical Education.

Institutional Accreditation

University*: University Central Governance Structure along with all the Under Graduate and Post Graduate Departments.*

College*: Any College - affiliated, constituent, or autonomous with all its departments of studies.*

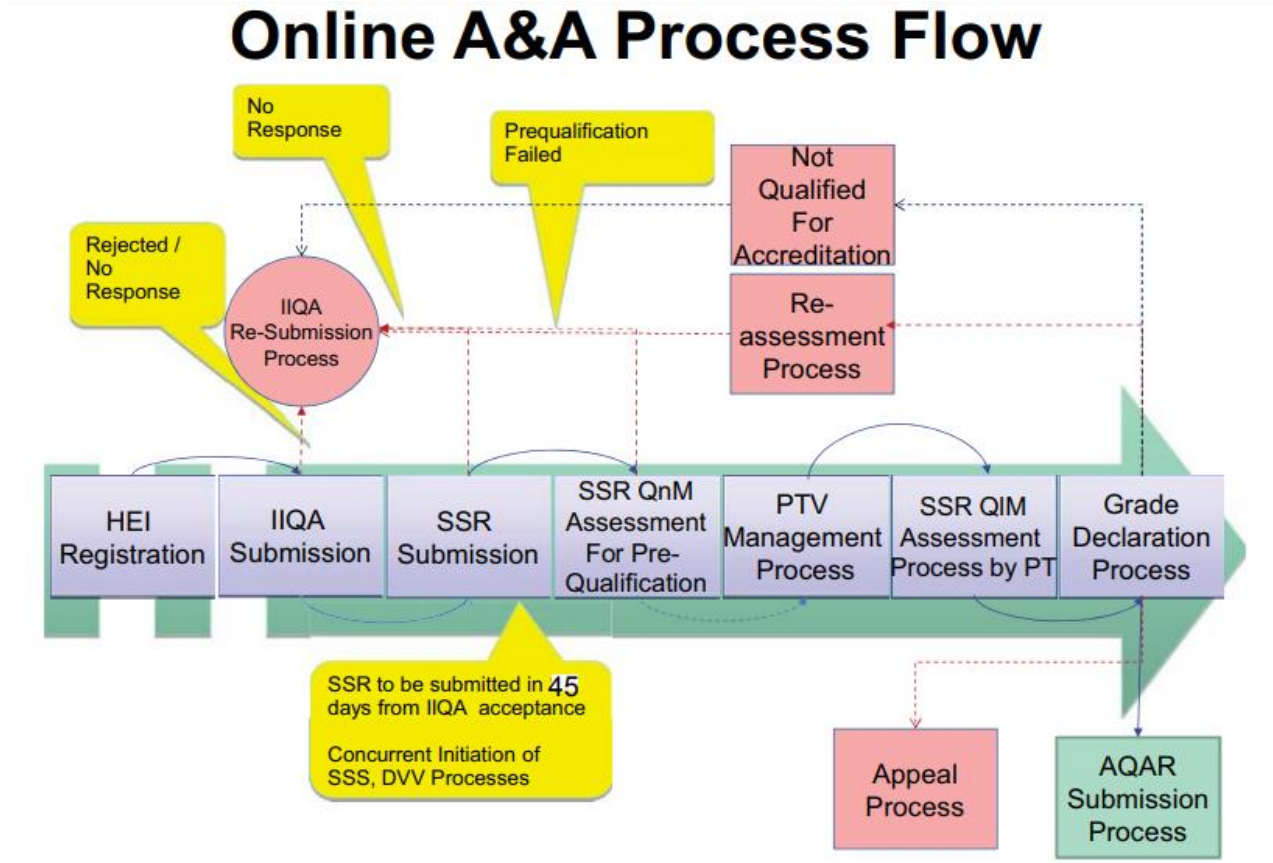
Department Accreditation

Any department/School/Centre of the University.

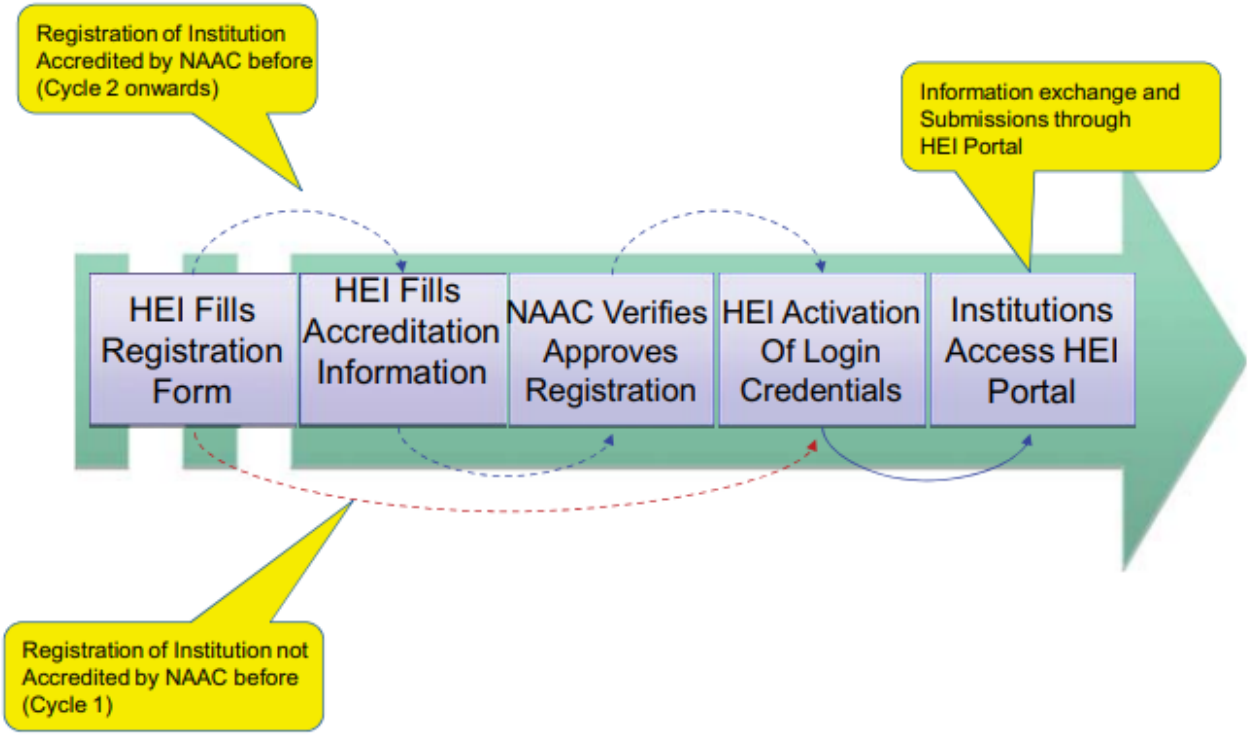
Presently, NAAC is undertaking only institutional accreditation. Experts groups have been constituted to work on Program Accreditation.

PROCESS

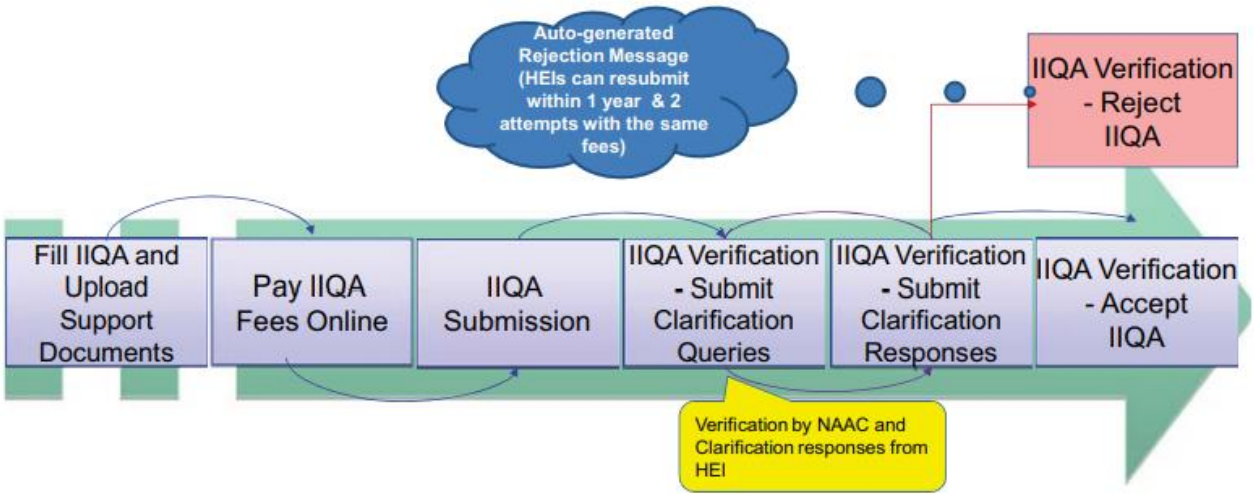
The flowcharts of Assessment and Accreditation process



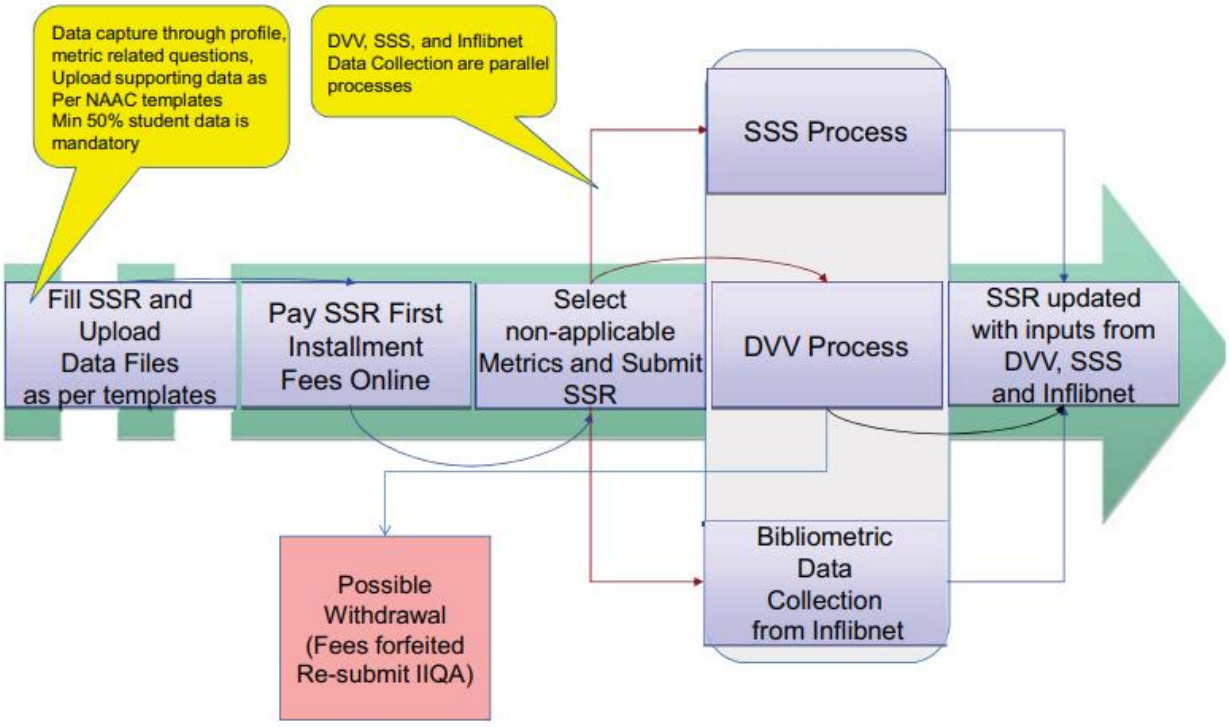
HEI Registration Process



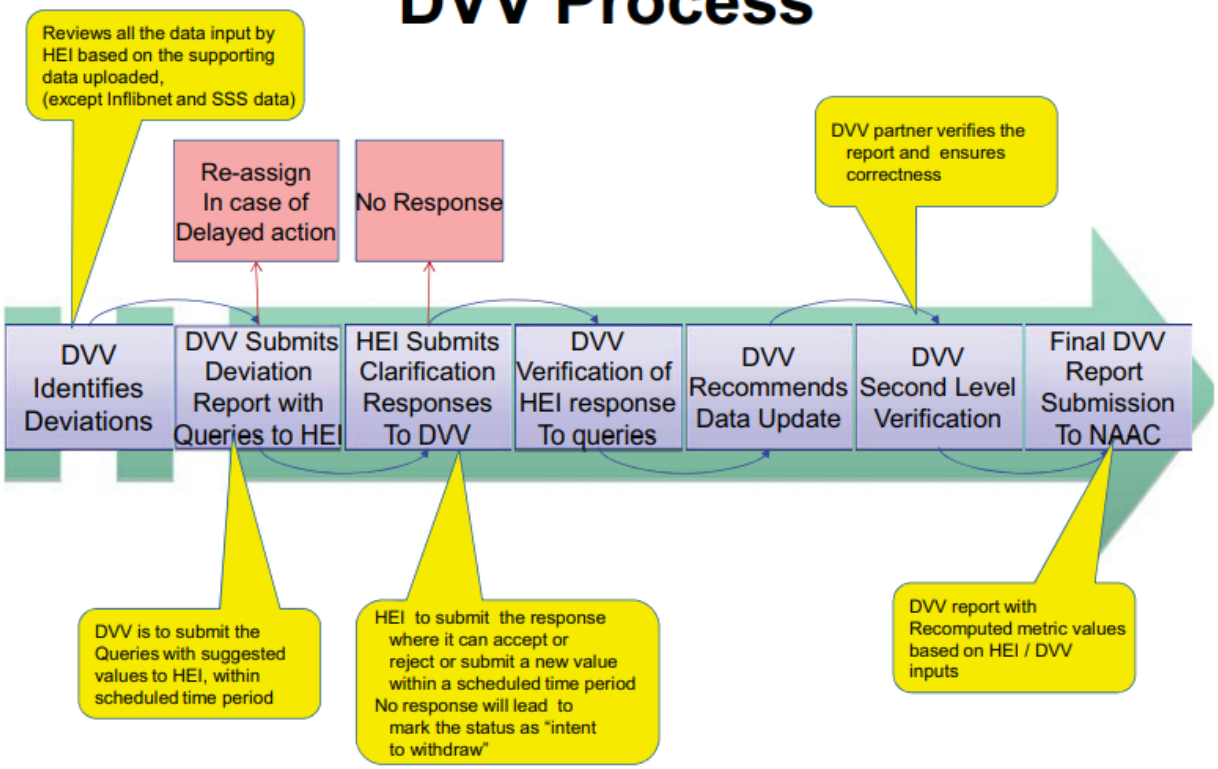
IIQA Submission Process



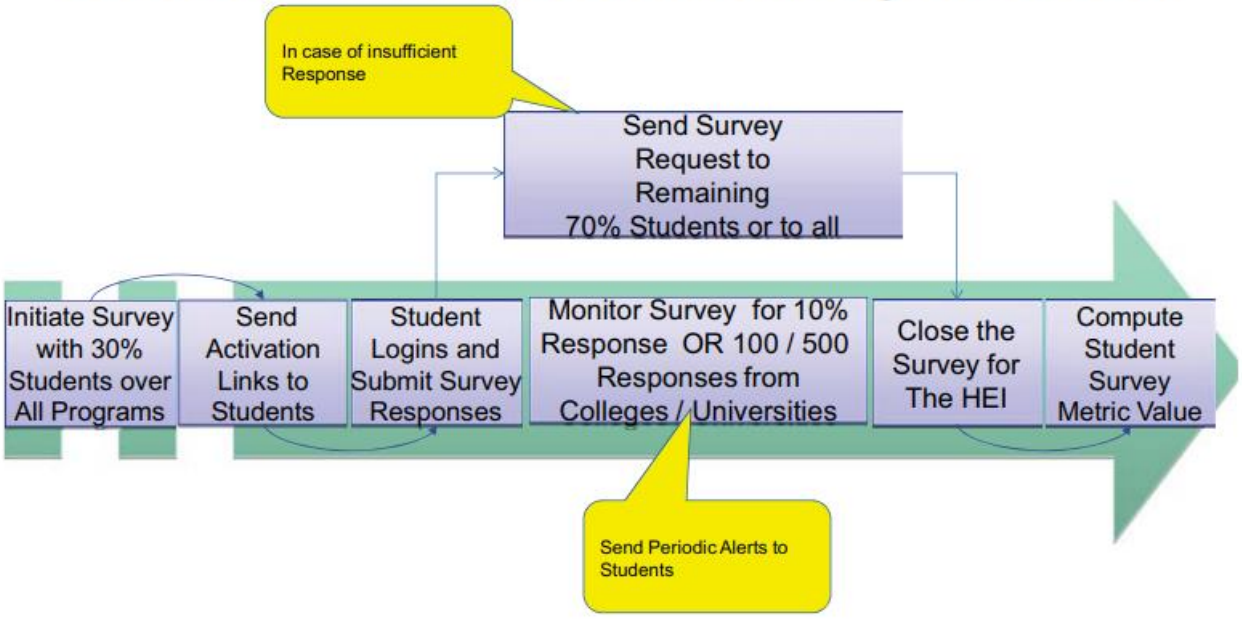
SSR Submission Process



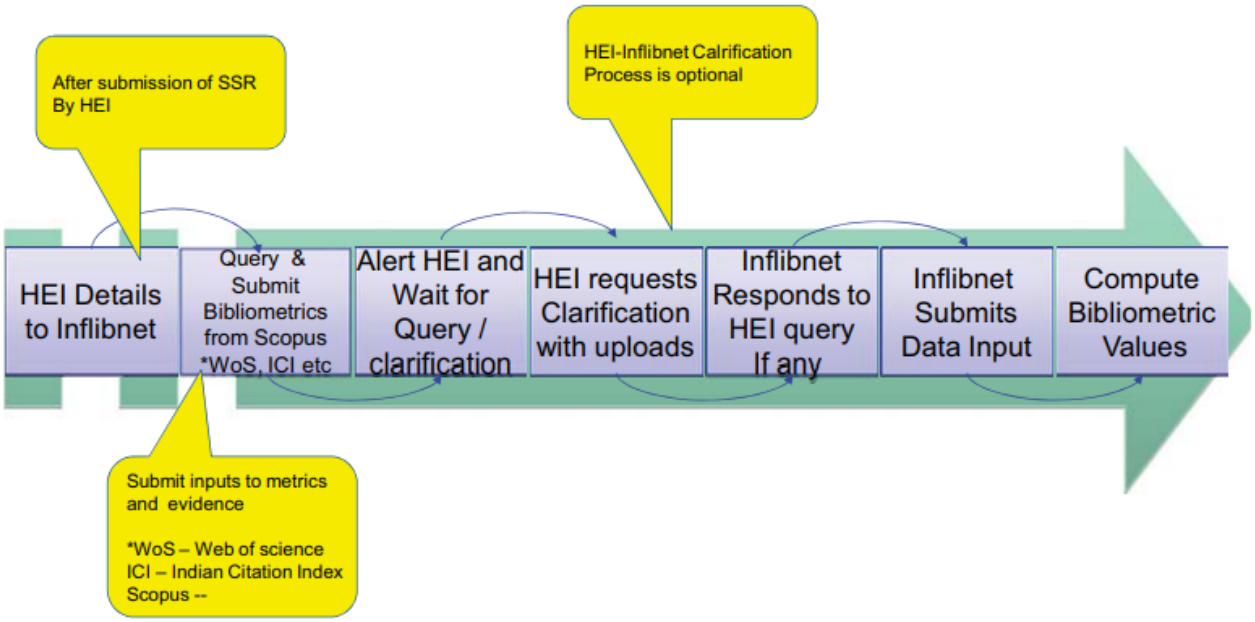
DVV Process



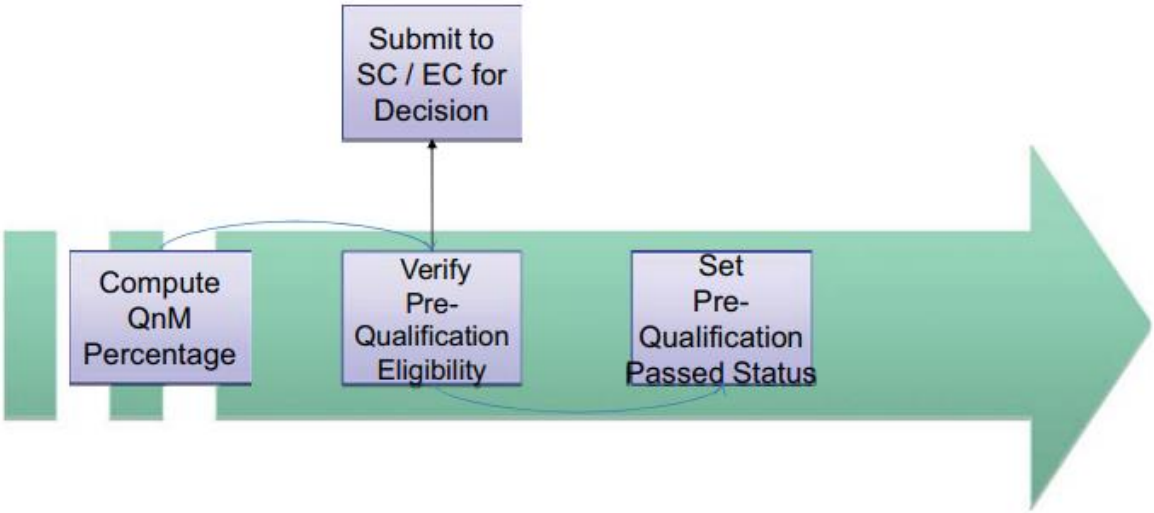
Student Satisfaction Survey Process



Inflibnet Bibliometric Data Feed



SSR QnM Evaluation for Pre-Qualification



CRITERIA & WEIGHTAGES

NAAC has identified a set of seven criteria to serve as the basis of its assessment procedures. NAAC has categorized the Higher Educational Institutions into three major types (University, Autonomous College, and Affiliated/Constituent College) and assigned different weightages to these criteria under different key aspects based on the functioning and organizational focus of the three types of HEIs.

The criterion-wise differential weightages for the three types of HEIs are:

Curricular Aspects	*150 (U)*	*150 (Au)*	*100 (Aff UG)*	*100 (Aff PG)*
Teaching-learning & Evaluation	*200 (U)*	*300 (Au)*	*350 (Aff UG)*	*350 (Aff PG)*
Research, Innovations & Extension	*250 (U)*	*150 (Au)*	*110 (Aff UG)*	*120 (Aff PG)*
Infrastructure & Learning Resources	*100 (U)*	*100 (Au)*	*100 (Aff UG)*	*100 (Aff PG)*
Student Support & Progression	*100 (U)*	*100 (Au)*	*140 (Aff UG)*	*130 (Aff PG)*
Governance, Leadership & Management	*100 (U)*	*100 (Au)*	*100 (Aff UG)*	*100 (Aff PG)*
Institutional Values & Best Practices	*100 (U)*	*100 (Au)*	*100 (Aff UG)*	*100 (Aff PG)*
Curricular Aspects	*150 (U)*	*150 (Au)*	*100 (Aff UG)*	*100 (Aff PG)*

Key Indicators (Kis)

Under each Criterion a few Key Indicators are identified. These Key Indicators (KIs) are further delineated as Metrics which actually elicit responses from the HEIs.

Distribution of weightages across Key Indicators (KIs)

Criteria	Key Indicators (KIs)	Universities	Autonomous Colleges	Affiliated/ Constituent Colleges	
				UG	PG
1. Curricular Aspects	1.1 ***(U)**Curriculum Design and Development	**50**	**50**	**NA**	**NA**
	1.1. ***(A)** Curricular Planning and Implementation	**NA**	**NA**	**20**	**20**
	1.2 Academic Flexibility	**50**	**40**	**30**	**30**
	1.3 Curriculum Enrichment	**30**	**40**	**30**	**30**
	1.4 Feedback System	**20**	**20**	**20**	**20**
	Total	**150**	**150**	**100**	**100**
2. Teaching-Learning and Evaluation	2.1 Student Enrolment andProfile	**10**	**20**	**40**	**40**
	2.2 Catering to Student Diversity	**20**	**30**	**50**	**50**
	2.3 Teaching-LearningProcess	**20**	**50**	**50**	**50**
	2.4 Teacher Profile and Quality	**50**	**50**	**60**	**60**
	2.5 Evaluation Process andReforms	**40**	**50**	**30**	**30**
	2.6 Student Performance and Learning Outcomes	**30**	**50**	**60**	**60**
	2.7 Student satisfaction Survey	**30**	**50**	**60**	**60**
	Total	**200**	**300**	**350**	**350**
3. Research, Innovations and Extension	3.1 Promotion of Research and Facilities	**20**	**20**	**NA**	**NA**
	3.2 Resource Mobilization for Research	**20**	**10**	**15**	**15**
	3.3 Innovation Ecosystem	**30**	**10**	**NA**	**10**
	3.4 Research Publications and Awards	**100**	**30**	**15**	**25**
	3.5 Consultancy	**20**	**10**	**NA**	**NA**
	3.6 Extension Activities	**40**	**50**	**60**	**50**
	3.7 Collaboration	**20**	**20**	**20**	**20**

	Total	**250**	**150**	**110**	**120**
4. Infrastructure and Learning Resources	4.1 Physical Facilities	**30**	**30**	**30**	**30**
	4.2 Library as a Learning Resource	**20**	**20**	**20**	**20**
	4.3 IT Infrastructure	**30**	**30**	**30**	**30**
	4.4 Maintenance of Campus Infrastructure	**20**	**20**	**20**	**20**
	Total	**100**	**100**	**100**	**100**
5. Student Support and Progression	5.1 Student Support	**30**	**30**	**50**	**50**
	5.2 Student Progression	**40**	**30**	**30**	**25**
	5.3 Student Participation and Activities	**20**	**30**	**50**	**45**
	5.4 Alumni Engagement	**10**	**10**	**10**	**10**
	Total	**100**	**100**	**140**	**130**
6. Governance, Leadership and Management	6.1 Institutional Vision and Leadership	**10**	**10**	**10**	**10**
	6.2 Strategy Development and Deployment	**10**	**10**	**10**	**10**
	6.3 Faculty Empowerment Strategies	**30**	**30**	**30**	**30**
	6.4 Financial Management and Resource Mobilization	**20**	**20**	**20**	**20**
	6.5 Internal QualityAssurance System	**30**	**30**	**30**	**30**
	Total	**100**	**100**	**100**	**100**
7. Institutional Values and Best Practices	7.1 Institutional Values and Social Responsibilities	**50**	**50**	**50**	**50**
	7.2 Best Practices	**30**	**30**	**30**	**30**
	7.3 Institutional Distinctiveness	**20**	**20**	20	20
	Total	**100**	**100**	**100**	**100**
	TOTAL SCORE	**1000 ***	**1000 ***	**1000 ***	

GRADING

Institutions are graded for each Key Aspect under four categories, viz. A, B, C and D, denoting Very good, Good, Satisfactory and Unsatisfactory levels respectively. The summated score for all the Key Aspects under a Criterion is then calculated with the appropriate weightage applied to it and the GPA is worked out for the Criterion. The Cumulative GPA (CGPA), which gives the final Assessment Outcome, is then calculated from the seven GPAs pertaining to the seven criteria, after applying the prescribed weightage to each Criterion.

Advantages of CGPA

- *Letter grades converted to Numerical Grade Points (overall score in Cumulative Grade Point Average).*
- *Qualitative measurements converted to grade points.*
- *Wider scope for normalizing the scores.*
- *Extreme biases (if any) could be minimized.*
- *A one point difference between two letter grades, with 50 or 100 points assigned between two successive letter grades results in appreciable finetuning of the process.*
- *Relative evaluation would be more exact, due to a reduction in variations and standard deviations.*
- *Inter-Peer Team variations are substantially reduced.*
- *With scare scope for adjustment at any stage, the peer team judgment would be more accurate.*

GRIEVANCE REDRESSAL

The NAAC views the process of assessment and accreditation as an exercise in partnership, done jointly by the NAAC and the institution being assessed. Every stage of the process is marked by transparency. The institution is consulted at various stages of the process – eliminating conflict of interest with the peers, planning the visit schedule, sharing the draft peer team report before the team leaves the campus etc. In spite of this participatory approach, there may be institutions that might have grievances to be addressed. Therefore, to provide a review mechanism for institutions who are aggrieved about the process or its outcome or any other issues related thereof, the NAAC has evolved Grievance Redressal Guidelines.

On announcement of the A&A outcome, the institutions not satisfied with the accreditation status may submit:

Appeal Intent Online through the HEI portal within Fifteen (15) Days from the date of declaration of the A&A result on the HEI portal. The grade obtained by the institution will be Kept in Abeyance(not be published)on the NAAC website upon receiving the Appeal Intent within the stipulated period from the HEI.

Once an institution has submitted Appeal Intent, the institution may fill and submit an appeal online through the HEI portal in prescribed proforma as given at Annexure-1 / Annexure-2 within Forty-Five (45)days from the date of declaration of the A&A result on the HEI portal along with a non-refundable fee of Rs.50,000/-(Rupees Fifty Thousand Only) + GST as applicable through ***online payment option*** *available on the HEI portal. In any case date of submission of Appeal shall not be beyond 45 days from the date of declaration of results on the NAAC website.*

No correspondence (including phone calls) will be entertained on the matter till the appeal is disposed of by the "Appeals Committee/EC of NAAC. An Appeals Committee constituted for the purpose will consider the appeal and make recommendations to the Executive Committee (EC). The decision of the EC shall be binding on the institution.

Scope of Appeals Committee Extended

The Executive Committee (EC) reiterated during 53rd meeting on September, 4th 2010, that Appeals Committee is meant to consider not only the appeals from the Institutions but also to consider cases referred to it by the EC, in case of any deviation from the process of Assessment and Accreditation, violations, complaints, etc.

RE-ASSESSMENT

Institutions which would like to make an improvement in the accredited status, may volunteer for re-assessment, after completing at least one year, but not after the completion of three years. The option can be exercised only once in a cycle. Re-assessed institution cannot come for another re-assessment in the same cycle. The current procedures and methodology including the manual for the Assessment and Accreditation is applicable for all institutions applying for re-assessment. The fee structure and other process would be as per the current procedures of Assessment and Accreditation (more details can be obtained from NAAC website). Institutions that volunteer for re-assessment will not be eligible for fee waiver and reimbursement of accreditation expenses.

CYCLES OF ACCREDITATION

Institutions which would like to make an improvement in the accredited status, may volunteer for Re-assessment, after completing at least one year but not after the completion of three years. The manual to be followed for re-assessment is the same as that for the Assessment and Accreditation. However, the institution shall make specific responses based on the recommendations made by the peer team in the first assessment and accreditation report, as well as the specific quality improvements made by the institution. The fee structure would be the same as that for Assessment and Accreditation.

When an institution undergoes the accreditation process for the first time it is referred to as Cycle 1 and the consecutive five-year periods as Cycles 2, 3, etc.

For Cycle 1, please refer Process of accreditation.

For Cycles 2, 3, etc. the following are essential:

IQAC to be functional.

Timely submission of AQARs annually.

Institutions to submit IIQA, during the last 6 months of validity period subject to the fulfilment of other conditions specified by NAAC from time to time for the purpose.

Other steps remain the same as the first cycle.

ASSESSMENT OUTCOME

The final result of the Assessment and Accreditation exercise will be an ICT based score, which is a combination of evaluation of qualitative and quantitative metrics.

This will be compiled as a document comprising three parts.

1. Peer Team Report

Section 1*: Gives the General Information of the institution and its context.*

Section 2*: Gives Criterion wise analysis based on peer evaluation of qualitative indicators. Instead of reporting with bullet points, this will be a qualitative, descriptive assessment report based on the Peer Team's critical analysis presenting strengths and weaknesses of HEI under each Criterion.*

Section 3*: Presents an Overall Analysis which includes Institutional Strengths, Weaknesses, Opportunities and Challenges.*

Section 4*: Records Recommendations for Quality Enhancement of the Institution (not more than 10 major ones).*

2. Graphical representation based on Quantitative Metrics (QnM)

This part will be a System Generated Quality Profile of the HEI based on statistical analysis of quantitative indicators in the NAAC's QIF (quality indicator framework). Graphical presentation of institutional features would be reflected through synthesis of quantifiable indicators.

3. Institutional Grade Sheet

Contains the Institutional Grade Sheet which is based on qualitative indicators, quantitative indicators and student satisfaction survey using existing calculation methods but it will be generated by software.

The above three parts will together form "NAAC Accreditation Outcome" document. It is mandatory for the HEIs to display it on their institutional website apart from NAAC hosting it on its website.

Range of institutional Cumulative Grade Point Average (CGPA) -w.e.f. July 2017

CGPA	Letter Grade	Status
3.51 - 4.00	A++	Accredited
3.26 - 3.50	A+	Accredited
3.01 - 3.25	A	Accredited
2.76 - 3.00	B++	Accredited
2.51 - 2.75	B+	Accredited
2.01 - 2.50	B	Accredited
1.51 - 2.00	C	Accredited
<= 1.50	D	Not accredited

Note:

- *Final CGPA value is rounded off to two decimal points.*
- *The Grading pattern has been prepared as inclusive class intervals i.e., both the upper limit and lower limit are included in the respective class interval.*
- *For example, 3.01 - 3.25 class interval is assigned 'A' Grade i.e., any value falling between class intervals; and both 3.01 and 3.25 are included in the same class interval.*
- *But the values below 3.01 or above 3.25 are not included in the same class interval.*
- *If the third decimal point is more than or equal to 5, then the second decimal point will be increased by one; For example, CGPA of 3.005, 3.006, 3.007, 3.008 and 3.009 are rounded off to CGPA 3.01.*

- *If the third decimal point is less than or equal to 4, then the second decimal point will be retained as it is; For example, CGPA of 3.000, 3.001, 3.002, 3.003and 3.004 are rounded off to CGPA 3.00.*
- *This analogy is applicable to all scores and grades adopted in the Grading pattern and in CGPA scoring pattern.*

THE INTERNAL QUALITY ASSURANCE CELL (IQAC)

Coordinator	***Co-coordinator***
Mx A. Thomas Gunaseelan*	*Dr. Deepa. V*
Associate Professor of Physics	*Assistant Professor of BBA*

**Gender equality initiative, our Best Practice*

Internal Quality Assurance Cell (IQAC) has been established on 01/05/2004 as a post-accreditation quality sustenance measure for performance evaluation, assessment and accreditation and quality up-gradation of institutions of higher education. According to the National Assessment and Accreditation Council (NAAC), every accredited institution of higher education should establish Internal Quality Assurance Cell (IQAC) as a post-accreditation quality sustenance measure. The primary responsibility of IQAC is to ensure quality enhancement and sustenance. It ensures the efficiency and effectiveness of measures taken/methods used to provide high-quality education and evaluate the degree to which each task is fulfilled. Since quality enhancement is a continuous process, the IQAC will become a part of the institution's system and work towards the realization of the goals of quality enhancement and sustenance.

IQAC VISION

- *To achieve academic excellence*
- To enhance the quality of education
- To ensure the satisfaction of all the stakeholders
- To encourage the research and innovation in teaching and learning methodologies
- To promote a culture of continuous incremental improvement in the overall holistic development of the institution

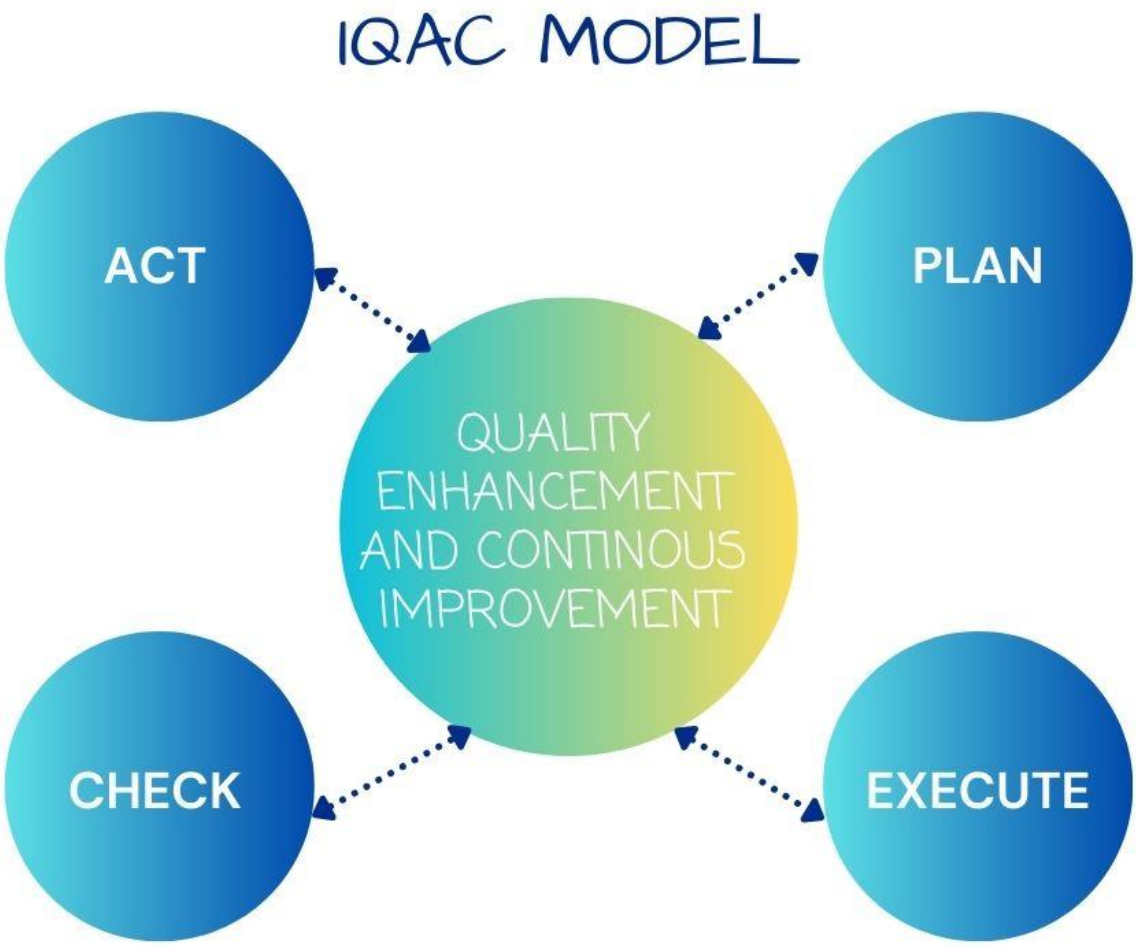
IQAC MISSION

- *To develop the qualitative parameters leading to constant improvement of all academic and administrative activities*
- *To propose the best possible action plans which catalyze the overall academic improvement.*
- *To create the learner – centric environment*

OBJECTIVES OF IQAC

- *To live up to the demanding benchmarks.*
- *To enhance the quality of education and research.*
- *To provide a basis for decision making to improve institutional functioning.*
- *To integrate the modern methods of teaching, learning and evaluation.*

IQAC MODEL



The IQAC vision model for the quality enhancement and improvement is a continuous process that involves the following four steps:

1. **Plan**: The IQAC develops a quality assurance plan aligning with the institution's mission and vision. The plan identifies the areas of focus for quality enhancement, the quality standards, and benchmarks to be used, and the methods for the assessment and data collection.

2. **Execute**: The IQAC executes the quality assurance plan and collects data on the institution's performance against the quality standards and benchmarks.
3. **Check**: The IQAC analyses the data collected and recognizes the areas for improvement.
4. **Act**: The IQAC amends and implements action plans to address the areas identified for improvement.

IQAC COMPOSITION

IQAC may be constituted in every institution under the Chairmanship of the Head of the institution with heads of important academic and administrative units and a few teachers and a few distinguished educationists and representatives of local management and stakeholders.

The composition of the IQAC may be as follows:

- *Chairperson: Head of the Institution*
- *A few senior administrative officers*
- *Three to eight teachers*
- *One member from the Management*
- *One/two nominees from local society, Students and Alumni*
- *One/two nominees from Employers /Industrialists/stakeholders*
- *One of the senior teachers as the coordinator/Director of the IQAC*

IQAC TEAM FOR THE ACADEMIC YEAR 2023 - 2024

Sl No	Name of the member	Designation	Role of the member in IQAC
01	Rev. Dr. Bernard Prakash Barnis	Rector/Manager	Patron
02	Dr. Ravi J.D. Saldanha	Principal	Chairperson, IQAC
03	Prof. Othbert Pinto	PG Director	Advisor
04	Mr. Ronald Prakash Cutinha	Vice Principal (Administration)	Advisor (former IQAC Coordinator)
05	Mr. A. Thomas Gunaseelan	Associate Professor of Physics	Coordinator, IQAC
06	Dr. Deepa.V	Assistant Professor of BBA	Co-Coordinator, IQAC
07	Ms. Lydiya Vandana	Assistant Professor of Biochemistry-PG	COE
08	Dr Sunil D'Souza	Assistant Professor of Commerce	ICT Coordinator
09	Mr. Satheesha B Nanjappa	Vice President, Education, Training and Assessment, Infosys, Mysore	External Member
10	Mr. Anand N. S	Assistant Governor (Rotary International) & BAI, INTACH, Mysore	External Member
11	Dr. Javeed Nayeem	Cardiologist, Mysore	Alumni Nominee
12	Ms. Neena PK	Assistant Professor of Zoology	Team Leader - Criteria I
13	Mr. Sandesh D'Souza	Assistant Professor of Commerce	Team Leader - Criteria II
14	Dr. Asha. M. S	Associate Professor of Chemistry- PG	Team Leader - Criteria III
15	Dr. Reena Francis	Dean of Commerce	Team Leader - Criteria IV
16	Mr. William Joseph J	Assistant Professor of English	Team Leader - Criteria V
17	Ms. Shruthi Menezes	Assistant Professor of Mathematics	Team Leader - Criteria VI
18	Dr. Poornima	Assistant Professor of Hindi	Team Leader - Criteria VII
19	Mr. Babu P	Assistant Professor of Malayalam	Member
20	Ms. Reena Mol	Assistant Professor of Computer Science	Member
21	Mr. Bharatha K	Assistant Professor of Mathematics -PG	Member
22	Mr. Felan Amal	Assistant Professor of Physics -PG	Member
23	Ms. Nithya Johnson	PRO	Member
24	Ms. Mirium Precilla J	Office, IQAC	Member
25	Student Representative - UG		
26	Student Representative - PG		

FUNCTIONS

- *Some of the functions expected of the IQAC are Development and application of quality benchmarks/parameters for various academic and administrative activities of the institution.*
- *Facilitating the creation of a learner-centric environment conducive to quality education and faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process.*
- *Arrangement for feedback response from students, parents, and other stakeholders on quality-related institutional processes.*
- *Dissemination of information on various quality parameters of higher education.*
- *Organization of inter and intra institutional workshops, seminars on quality related themes and promotion of quality circles.*
- *Documentation of the various Meeting/Activities leading to quality improvement.*
- *Acting as a nodal agency of the Institution for coordinating quality-related activities, including adoption and dissemination of best practices*
- *Development and maintenance of institutional databases through MIS for the purpose of maintaining/enhancing the institutional quality.*
- *Development of Quality Culture in the institution.*
- *Preparation of the Annual Quality Assurance Report (AQAR) as per guidelines and parameters of NAAC, to be submitted to NAAC.*

FAQs

1. What is IQAC?

Internal Quality Assurance Cell (IQAC) is a cell propagated by NAAC for every accredited institution for quality sustenance initiatives. Institutions may establish IQAC for enhance the quality culture.

2. What is AQAR?

Annual Quality Assurance Report – (AQAR) is a yearly report, which should be submitted to NAAC every year by all Accredited Institutions as per the format prescribed online.

3. Why Institution should submit AQAR?

All the HEIs accredited by NAAC should submit an AQAR report to NAAC every year.

The AQAR period would be the Academic Year. For example, June 1, 2012, to May 31, 2013. AQAR would be helpful to know the improvements of the institution after the accreditation.

4. What is the use of AQAR?

AQAR is a useful document which gives an overall picture of institutional growth in all the seven criteria identified by NAAC for the year. It also provides systematic data with respect to various improvements to be taken up by the institution.

CALENDAR OF EVENTS and ACTION PLAN – EVEN Semester 2023-2024

Month	*Date*	*Day*	*Activities to be carried out*
AUGUST	*18/08/2023*	*Fri*	*Day 1: I Semester UG Orientation Program (Deeksharambh) / Staff Meeting*
	19/08/2023	*Sat*	*Day 2: I Semester UG Orientation Program (Deeksharambh)*
	21/08/2023	*Mon*	*III & V Semesters UG Orientation Program (Deeksharambh)*
	22/08/2023	*Tue*	*IQAC meeting - Presentation of Plan of Action for AY 2023-24*
	23/08/2023	*Wed*	*Meeting of Deans*
	24/08/2023	*Thu*	*One Day Workshop on "Outcome Based Education"*
	26/08/2023	*Sat*	*Competitive Examinations Cell Meeting/ Activity*
	28/08/2023	*Mon*	*NIRF Meeting/ Activity*
	29/08/2023	*Tue*	*Preparation of Organogram*
	30/08/2023	*Wed*	*IPR Cell Meeting/Activity*
	31/08/2023	*Thu*	*Planning & Evaluation Committee Meeting/Activity*
SEPTEMBER	*01/09/2023*	*Fri*	*Preparation for National/International Conference/ Extension Activities*
	02/09/2023	*Sat*	*Research Development Cell/Research Meeting / Activity*
	04/09/2023	*Mon*	*Preparation for Swayam/MOOCs – Departments*
	05/09/2023	*Tue*	*Teachers' Day Celebration*
	06/09/2023	*Wed*	*Green, Energy, and Environment Audits*
	11/09/2023	*Mon*	*Equal Opportunity Cell Meeting/Activity*
	14/09/2023	*Thu*	*Meeting of Deans*
	15/09/2023	*Fri*	*Sports Activities – Inauguration*
	16/09/2023	*Sat*	*Green Cell Meeting/Activity*
	19/09/2023	*Tue*	*OBE Implementation Committee Meeting/ Activity*

	20/09/2023	*Wed*	*Entrepreneurship Development Cell Meeting/Activity*
	21/09/2023	*Thu*	*Gender Sensitization Meeting/Activity*
	22/09/2023	*Fri*	*E content preparation – Teaching Faculty - → spcecontent@gmail.com*
OCTOBER	*01/10/2023*	*Sun*	*Workshop/Symposia/Guest lecture/Invited talk /Open Day/ Extension Activities/Experiential Learning/Outreach Meeting/Activity Month*
	02/10/2023	*Mon*	*Gandhi Jayanthi – Celebration*
	06/10/2023	*Fri*	*Meeting of Deans – Publicity for Open Day (20.10.2023)*
	07/10/2023	*Sat*	*Research Development Cell/Research Meeting /Activity*
	09/10/2023	*Mon*	*Founders' Day – Celebration (09.10.1946)*
	11/10/2023	*Wed*	*IQAC Meeting with NAAC criteria leaders*
	12/10/2023	*Thu*	*Induction programme for newly appointed teachers*
	19/10/2023	*Thu*	*IPR Cell Meeting/Activity*
	20/10/2023	*Fri*	*Open Day*
	21/10/2023	*Sat*	*Women's Cell Meeting/Activity*
	26/10/2023	*Thu*	*Competitive Examinations Cell Meeting/Activity*
	27/10/2023	*Fri*	*Presentation of Swayam/MOOCs by the departments*
NOVEMBER	*01/11/2023*	*Wed*	*Kannada Rajyotsava - Celebration - National Conference/Seminars Month*
	03/11/2023	*Fri*	*Meeting of Deans*
	04/11/2023	*Sat*	*Planning & Evaluation Committee Meeting/Activity*
	06/11/2023	*Mon*	*Uploading E content – Teaching Faculty - → spcecontent@gmail.com*
	08/11/2023	*Wed*	*Green Cell Meeting/Activity*
	10/11/2023	*Fri*	*Equal Opportunity Cell Meeting/Activity*
	11/11/2023	*Sat*	*PARENTS-TEACHERS MEETING/ Feedback*
	13/11/2023	*Mon*	*Senior teachers briefing junior teachers*
	16/11/2023	*Thu*	*Alumni Meeting/Activity*

	17/11/2023	*Fri*	*Women's Cell Meeting/Activity*
	18/11/2023	*Sat*	*Entrepreneurship Development Cell Meeting/Activity*
	27/11/2023	*Mon*	*Gender Sensitization Meeting/Activity*
DECEMBER	*01/12/2023*	*Fri*	*International conference Month*
	02/12/2023	*Sat*	*International Conference Committee Meeting*
	05/12/2023	*Tue*	*6 Days FDP by ICT Cell*
	06/12/2023	*Wed*	*Preparation for Swayam/MOOCs – Departments*
	13/12/2023	*Wed*	*Management Day – Celebration*
JANUARY 2024	*05/01/2024*	*Fri*	*IQAC meeting - Plan of action for the even semester*
	06/01/2023	*Sat*	*Presentation of Swayam/MOOCs by the departments*
	08/01/2024	*Mon*	*6 days FDP by IQAC*
	09/01/2024	*Tue*	*E content preparation – Teaching Faculty - → spcecontent@gmail.com*
	12/01/2024	*Fri*	*Meeting of Deans*
	18/01/2024	*Thu*	*IQAC Meeting with NAAC criteria leaders*
	20/01/2024	*Sat*	*Equal Opportunity Cell Meeting/Activity*
	22/01/2024	*Mon*	*NIRF Meeting/Activity*
	23/01/2024	*Tue*	*Planning & Evaluation Committee Meeting/Activity*
	26/01/2024	*Fri*	*Republic Day – Celebration*
	27/01/2024	*Sat*	*Research Development Cell/Research Meeting*
FEBRUARY	*01/02/2024*	*Thu*	*Preparation for National/International Conference/ Extension Activities*
	02/02/2024	*Fri*	*Women's Cell Meeting/Activity*
	03/02/2024	*Sat*	*Competitive Examinations Cell Meeting/Activity*
	07/02/2024	*Wed*	*Gender Sensitization Meeting/Activity*
	08/02/2024	*Thu*	*Uploading E content – Teaching Faculty - → spcecontent@gmail.com*

	13/02/2024	*Tue*	*IPR Cell Meeting/Activity*
	15/02/2024	*Thu*	*Entrepreneurship Development Cell Meeting/Activity*
	16/02/2024	*Fri*	*Women's Cell Meeting/Activity*
MARCH	*01/03/2024*	*Fri*	*Workshop/Symposia/Guest lecture/Invited talk/ Extension Activities/Experiential Learning/Outreach Program Month*
	04/03/2024	*Mon*	*Meeting of Deans*
	06/03/2024	*Wed*	*Green Cell Meeting/Activity*
	08/03/2024	*Fri*	*International Women's Day – Celebration*
	12/03/2024	*Tue*	*Mock NAAC visit – Day 1*
	13/03/2024	*Wed*	*Mock NAAC visit – Day 2*
	14/03/2024	*Thu*	*Equal Opportunity Cell Meeting/Activity*
	16/03/2024	*Sat*	*Research Development Cell Meeting/Activity*
	18/03/2024	*Mon*	*Stock verification Week*
APRIL	*01/04/2024*	*Mon*	*National Conference/National Seminars Month*
	03/04/2024	*Wed*	*Meeting of Deans*
	05/04/2024	*Fri*	*IQAC Meeting with NAAC criteria leaders*
	11/04/2024	*Thu*	*IPR Cell Meeting/Activity*
	13/04/2024	*Sat*	*PARENTS-TEACHERS MEETING/ Feedback*
	14/04/2024	*Sun*	*Ambedkar Jayanthi – Celebration*
	19/04/2024	*Fri*	*Gender Sensitization Meeting/Activity*
	27/04/2024	*Sat*	*Green Cell Meeting/Activity*
	29/04/2024	*Mon*	*Entrepreneurship Development Cell Meeting/Activity*
MAY	*01/05/2024*	*Wed*	*International conference Month*
	02/05/2024	*Thu*	*Non-Teaching Staff Day – Celebration*
	04/05/2024	*Fri*	*Planning & Evaluation Committee Meeting/Activity*

	06/05/2024	*Mon*	*Meeting of Deans*
	07/05/2024	*Tue*	*Senior teachers briefing junior teachers*
	11/05/2024	*Sat*	*Competitive Examinations Cell Meeting/ Activity*
	15/05/2024	*Wed*	*Alumni Meeting/ Activity*
JUNE	*04/06/2024*	*Tue*	*Meeting of Deans*
	12/06/2024	*Wed*	*Calendar of events for the AY 2024-2025 - Preparation*
	13/06/2024	*Thu*	*Action plan for the AY 2024-2025 - Preparation*
	14/06/2024	*Fri*	*Academic Timetable for the AY 2024-2025 - Preparation*
	15/06/2024	*Sat*	*Teaching plan for the AY 2024-2025 - Preparation*
JULY	*28.07.2024*	*Sun*	*Autonomy granted day – Commemoration*

For communication:

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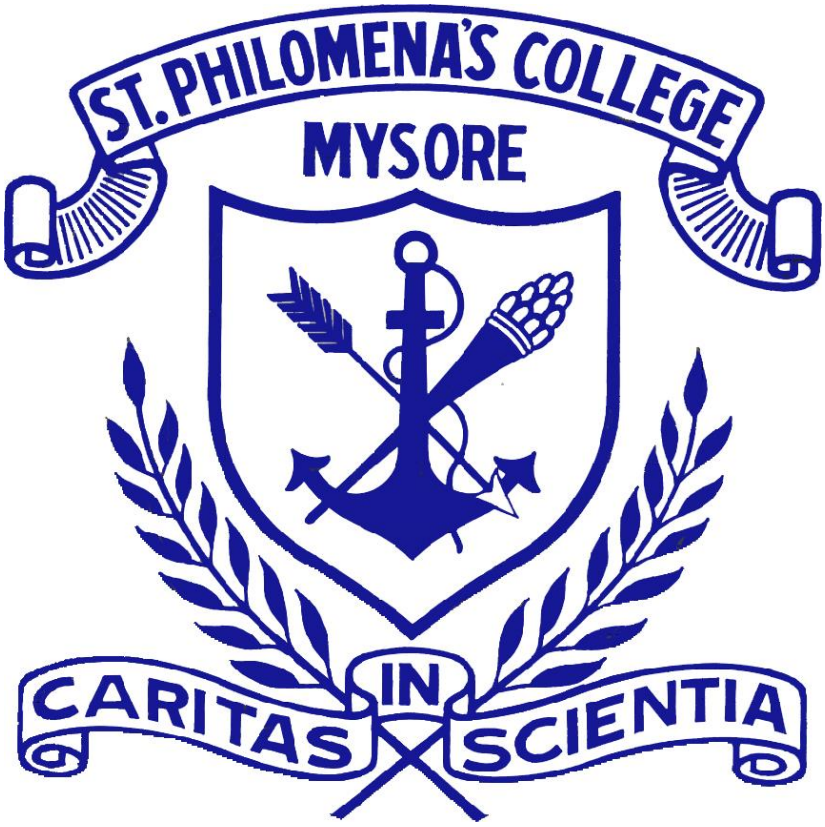
Coat of arms



INTERNAL QUALITY ASSURANCE CELL

ST PHILO'S TIMELINE

- **1946** ESTABLISHMENT
- **1957-71** 1 Year PUC & 3 year Degree
- **1972** Silver Jubilee
- **1996** Golden Jubilee
- **2004** A+ Accredationin First NAAC Cycle
- **2008** Starting of PG Course
- **2010** Potential for Excellence
- **2011** Autonomous Status
- **2014** NAAC Re-Accreditation with A+ Grade
- **2015** College of Excellence
- **2013-16** Eight more PG Departments PGD-HRM
- **2019** IV flagship research centres (PG) NAAC Re-Accreditation with B++ Grade
- **2021-22** NEP Implementation
- **2022** Platinum Jubilee
- **2023-24** Starting of MBA & MCA

The Journey Continues

MOE

UGC

AISHE

NIRF

NAAC

UUCMS

KSHEC

IQAC

COLLEGE

DCE