FATHER MULLER COLLEGE, MANGALORE

(A Unit of Father Muller Charitable Institutions)

Phone: 0824-2238522
www.fathermullercollege.in

ANNUAL QUALITY ASSURANCE REPORT (AQAR)

2017-18

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, Accreditated 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

fmcahs@gmail.com

- 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.fathermullercollege.in

Web-link of the AQAR:

https://wwww.fathermullercollege.in/images/naac/aqar/2017-18/AQAR%202017-18.pdf

1.5 Accreditation Details:

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

1.6 Date of Establishment of IQAC: | 01/04/2012 |

1.7 AQAR for the year: | 2017-18 |

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC *(for example AQAR 2010-11submitted to NAAC on12.10.2011)*

   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 2016-17 submitted to NAAC on **26.10.2017**

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 (B.ASLP)

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   `-`   DST-FIST   `-`

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   14

2.11 No. of meetings with various stakeholders: No.   14

Faculty   07   Non-Teaching Staff   01   Students   04   Alumni   01   Parents   01

Others   `-`

2.12 Has IQAC received any funding from UGC during the year: | 2017-18 |

Yes | - | No | ✓ |

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 No's: | 03 | International | - | National | - | State | - |

Institution Level | 03 |

(ii) Themes:

1. Seminar on "Self help skills".
2. Seminar on "Hand Hygiene and Patient safety measures".
3. Seminar on "fire and safety training".

2.14 Significant Activities and contributions made by IQAC:

- Online feedback through Management Information System (MIS) from staff and students on Curriculum.
- Hospital Infection Control (HIC) training program conducted for faculty and students.
- Orientation program organized for newly recruited staff on Soft Skills.
- Orientation program organized for teaching and non teaching staff on Employee Rights and Responsibilities.
- Up gradation of Infrastructure/ Equipments.
- Use of E-learning resources enhanced
- Recognition of student's achievements in academic and extra/co-curricular activities.
- Promotion of Research activities and publications through financial support and incentives.
- Workshops and Seminars organized for Faculty enrichment
- PWD registration obtained.
- Gender sensitization program conducted.

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
1. Feedback from stakeholders on curriculum	• Feedback from Staff, Students and Alumni on curriculum has been obtained through MIS system

2. To improve the research activities	• Seed money of Rs. 10 lakh sanctioned for research work • Independent research projects undertaken by faculty and interns in progress. • Faculty have undertaken independent projects funded by the Father Muller Research Centre (FMRC) • Enhancement of Research Centre and facilities for research. • Guidelines for research activities have been framed. • Eleven international level and One national level publications by staff. • Research collaborations with: • National Institute of Technology Karnataka, Suratkal (NITK) • St Josephs Engineering college Vamanjoor, • Father Muller Research Centre, Father Muller Medical College, Mangaluru	
3. Infrastructure development	• Additional class rooms • Additional laboratory and staff room • Equipment worth Rs 1 crore has been procured • Father Muller Indoor stadium and Gymnasium • Multi level parking facility for the differently abled.	
4. Learning resources	• Books in library increased • N-List	
5. To conduct National and International Conferences and seminars	Organized Seminars: Institutional Level - 03 (District Level)	
6. Student support	Academic: • Annually best outgoing student is awarded. • University Topper awarded in institution. • Award for Best clinical conference. Extra-curricular: • Inter-batch sports and cultural. • Students participate in various College/ University/ National level competitions.	
7. To enhance participation and collaboration with government agencies and NGOs	Screening and diagnostic camps and research activities undertaken in collaboration with NGOs and Government agencies such as • Sarva Shiksha Abhiyaan (SSA), • Canara School, • NITK Suratkal, • St Joseph's Engineering College, Vamanjoor.	

8. To increase extension activities in association with NGO's.	Normal school and special school children and other cases were screened for speech and hearing disorders in association with NGO's. • Collaboration with Sarva Shiksha Abhiyan (SSA) • Canara School, • Shafi Nursing Home Bajal, Mangaluru • St. Mary's Special School, Kinnigoli • Riya Foundation Kulshekar
9. Gender sensitization programme	• Gender sensitization program conducted for teaching and non-teaching staff by Dr. Jagadeesh of Vydehi Institute of Medical Sciences, Bangalore.

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

2.16 Whether the AQAR was placed in statutory body   Yes ✓   No -

Management ✓   Syndicate -   any other body -

• Presented the AQAR for the year 2017-18 in Governing Board Meeting held on 12.11.2018.
• 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:
Father Muller College, Mangaluru, Karnataka   8

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	01
Trimester	-
Annual	-

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

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

*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.

> Revision of syllabus as per the guidelines of Rehabilitation council of India and Mangalore University in 2017

*Please find the Syllabus copy as Annexure – III

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

> Post Graduate Program - MSc Audiology and MSc Speech Language Pathology Awaiting RCI approval.

CRITERION - II
2. Teaching, Learning and Evaluation
2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
10	4	1	1	4

2.2 No. of permanent faculty with Ph.D. [2]

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	00	0	0	0	0	02	00	03	00

2.4 No. of Guest and Visiting faculty and Temporary faculty | - | 11 | - |

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	-	5	
Presented papers	-	10	-
Resource Persons	01	-	-

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 | 220 |

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

Formative Evaluation:
- Unit tests after completing each unit in the syllabus
- Multiple choice based questions

Summative Evaluation:
- ➢ College level:
  - Unit tests conducted after each unit
  - Model exam taken at the end of the seminar
- ➢ As per Mangalore University guidelines
  - 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 | - | - | 01 |

as member of Board of Study/Faculty/Curriculum Development workshop

2.10 Average percentage of attendance of students: | 97% |

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 3rd Year (5th Semester)	33	03	13	14	06	91
BASLP 3rd Year(6th Semester)	33	02	09	14	08	97
BASLP 2nd Year(3rd Semester)	25	10	11	4	0	100
BASLP 2nd Year (4th Semester)	25	0	12	13	0	100
BASLP 1st Year(1st Semester)	31	14	15	2	0	68
BASLP 1st Year(2nd semester)	31	7	21	3	0	77

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:
- Regular Student feedback on Curriculum and Faculty.
- Internal academic audit.
- Teachers diary maintained by Faculty
- Subsidiary subjects like insight to constitution, teaching different languages,
- Prepare an academic calendar
- Mentor/ Mentee program for the students
- Online Feedback taken from each student, peers and the administration.
- Organize seminars and training programmes for faculty and students
- Orientation and Research methodology workshop participated

2.13 Initiatives undertaken towards faculty development: | 16 |

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	9
UGC – Faculty Improvement Programme	01
HRD Programmes	-
Orientation programmes	04
Faculty exchange programme	-
Staff training conducted by the university	02
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	05	-	-	-
Technical Staff	02	-	-	-

CRITERION – III

3. Research, Consultancy and Extension

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

- Enhancement of Research facilities for faculty and students.
- Research Grant for faculty and students.
- Increase MoU's with various institutions/ centres
- Financial assistance for student projects.
- Intern students to carry out one independent research under the guidance of the faculty.
- Orientation pragramms on research methodology and statistics for faculty.
- Incentives to faculty for publications.
- Weightage given for research/publication at the time of promotion.

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	16	25	7	19
Outlay in Rs. Lakhs	-	-	7,00,000	-

3.4 Details on Research Publications:

	International	National	Others
Peer Review Journals	11	1	-
Non-Peer Review Journals	-	-	-
e-Journals	-	-	-
Conference proceedings	-	14	-

3.5 Details on Impact factor of publications:

Range [-]   Average [-]   h-index [6.86] Nos. [164.81]

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	-	-		-
Minor Projects	2017 - 18	Institutional Funded	10,00,000	-
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	2017 - 18	Institutional Funded	-	-
Students research projects *(other than compulsory by the University)*	2017 - 18	Institutional Funded	-	-
Any other(Specify)	-	-	-	-
Total	2 Years	1	10,00,000	-

3.7 No. of books published   i) With ISBN No. [-]

    Chapters in Edited Books [-]

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	-	03	-	-	-
Sponsoring Agencies	-	-	-	-	03

3.12 No. of faculty served as experts, chairpersons or resource persons: 03

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 10,00,000/-

Total 10, 00,000/-

3.16 No. of patents received this Year:

Type of Patent		Number
National	Applied	-
	Granted	-
International	Applied	-
	Granted	-
Commercialized	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 01

National level 01 International level -

3.23 No. of Awards won in NSS: Nil

University level	-
National level	-

State level	-
International level	-

3.24 No. of Awards won in NCC: Nil

University level	-
National level	-

State level	-
International level	-

3.25 No. of Extension activities organized: | 02 |

University forum	-	College forum	02
NCC	-	NSS	-	Any other	-

- **International Yoga Day**: International Yoga Day was observed on 21st June 2018 in Father Muller Indoor Stadium and about 600 students participated in the program. Honourable Minister for Urban Development and Housing inaugurated the International Yoga Day celebration.
- **Vanamahotsava**: Celebrated Vanamahotsava week by organizing a Tree planting drive on 07th July 2018. The theme for this year's celebration was "THINK GREEN AND LIVE GREEN".

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

- A half day training program was organized on "Soft Skill Training "for students by Mrs. Preetham Kamath. 60 students benefited from the same.
- Training Program on Hand Sanitization and Patient Hygiene was conducted by Dr Thomas and the HIC team of Fr Muller Medical College Hospital and 125 students benefited from the same.
- Fire and Safety training program was held for students and faculty by the Fire and Safety department of FMCI and 125 students benefited from the same.
- Speech and Hearing camp was organized on 27st August, 2018 at Shafi Nursing Home Mangaluru. A total number of 51 patients benefited from the camp.
- School screening program was conducted from 10th September to 26th September, 2018 at Canara School (Urwa & Dongerkery). 1940 students were screened for speech and hearing disorders.
- "Free Speech and Hearing camp" in honour of the "International Hearing Impaired Week" was organized at Father Muller College of Speech and Hearing. A total of 132 Pediatric, Adult and Geriatric cases benefited from the camp. 10 hearing aids were dispensed on subsidized rate.
- Speech and language therapy is given twice every week to children identified at Sarva Shiksha Abhiyan (SSA) school in Mangalore. Approximately 25 children benefit from this service.
- Extension programs conducted at St Mary Special School, Kinnigoli. 22 children benefit from these services.
- Extension of rehabilitation services at RIYA foundation, Kulshekar twice a month. 10 children in each session benefited from these services.

*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	3,000	Institutional	-
Class rooms	4	2	Institutional	6
Laboratories	7	3	Institutional	10
Seminar Halls	1	1	Institutional	1
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	-	-	Institutional	-
Value of the equipment purchased during the year (Rs. in Lakhs) (name of the equipment) 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.			Institutional	
Others	-	-	-	-

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.
- Charging and discharging work is computerized.
- 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.
- Access to e-resources service 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.

Ezproxy : Remote

4.3 Library services: From the beginning to 31.08.2017 –

01.09.2017 – 31.03.2018

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	630	27,08,836.93	-	20,990.25	630	27,29,827.18
Reference Books	259	-	03	-	262	-
e-Books	-	-	-	-	252	-
Journals	17	10,05.608.17	1	15,139.34	18	10,20,747.51
e-Journals	38	-	-	-	38	-
Digital Database	1.HELINET	-	-	-	-	-
	2.DELNET	-	-	-	-	-
	3. INFLIBNET-N-LIST Programme	1,18,200=00	-	-	-	1,18,200=00
	4. Uptodate	-				-
	5. Mangalore University		-	-	-	
	6. British Council	-				-
	7. American Library	-	-	-	-	-
	8. J-Gate – Biomedical	-				

	Sciences					
CDs	19	-	-	-	-	19
Others (specify)	1.Easylib (Library Software)	-	-	-	-	-
	2. D- Space	-	-	-	-	-
	3. Fedgate (software)	-	-			
	4.Ezproxy (-remote access to e-resources)	-		-	-	-
	5. ENDNOTE		-			
	6. SPSS Software	-	-	-	-	-
	Reprography:	-	-	-	-	-
	a. Black & white	-	-	-	-	-
	b. B/W &/colour	-	-		-	-
	c. Networking Printer	-	-		-	51
	4. Biometric	-				
	Back Volumes: 46					

2017-2018

	1ˢᵗ April 2018 – 31ˢᵗ August 2018		
	No.	Newly Added	Value
Text Books	-	-	

Reference Books	-	-	-
e-Books	-	08	-
Journals	05	01	1,43,041.60
e-Journals	24	-	
Digital Database	1.HELINET	-	-
	2.DELNET	-	-
	3. Uptodate	-	-
	4. J-Gate – Biomedical Sciences		
	5. INFLIBNET- N-LIST Programme	-	5,900.00
CD's	-	-	-
Others (specify)	1.Fedgate(software)		
	2.Ezproxy	-	-
	(-remote access to e-resources)		
	Back Volumes	-	-

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	**15,936**
Campus Infrastructure and facilities	
Building Maintenance	15,066
Furniture Repairs	15,772
Lift Maintenance	24,021
Premises Maintenance	13,405
Total	**68264.00**
Equipments:	
Equipment Maintenance	88,606
Service Contracts	1,90,761
STP Expenses	-
Total	**2,79,367**
Other:	**15,605**
Disposal of Bio-Medical Waste	-
Motor Repairs and Maintenance	-
Road Tax and Insurance	-
Total	**3,79,172**

Criterion – V
5. Student Support and Progression

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

- Mentorship program for students where once a month mentor meets the mentee personally and discusses on issues pertaining to academic, non academic and hostel well being.
- Daily Attendance uploaded in the Management Information System and parents are given access to it.
- Parents are informed periodically regarding their wards performance and attendance.
- Evaluation of student performance after each unit test with students and academic guidance are given to low achievers.
- Counsellors are available in the institution for student's emotional, personal and academic support.
- Orientation and awareness on facilities, utilities and other support services.
- Orientation to parents during Parent Teachers meeting

- Orientation program for the interns regarding internship postings.
- Financial support for students participating in curricular and extra-curricular activities.
- Support for student research and publications.
- Support for slow learners - Coaching for low achievers.
- Simulation Lab Facility.
- Students are provided with subsidized Medical Care.
- Through web-site, Newsletter - Muller Voice
- Hostel Facility, Subsidized Canteen facility, In-house banking, and Transport facility for outreach programmes.
- E-books, e-journals, sample question papers are made available in library.
- High achievers are encouraged to coach slow learners, additional reference books.
- Indoor stadium with Gym, Zumba, Badminton coaching and other facilities for staff and students
- Facilities provided for differently abled-Parking, Washrooms, Ramps and Elevators.

5.2 Efforts made by the institution for tracking the progression:

- Tracking of student's progression by Unit tests and practical exams
- Student's progression done by department on their performance and attendance.
- Data available of all students with details on MIS for easy accessibility.
- Facilitating Mentor – mentee system.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
122	-	-	-

(b) No. of students outside the state

96

(c) No. of international students

-

Men

No	%
11	9

Women

No	%
111	91

Last Year (2016-17)						This Year (2017-18)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
10	-	-	15	-	25	26	-	-	07	-	33

Demand ratio: **100%**   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 [-] SET/SLET [-] GATE [-] CAT [-]

IAS/IPS etc [-] State PSC [-] UPSC [-] Others [-]

5.6   Details of student counselling and career guidance:

Common Problems faced by Students: (Mentor-mentee program)
- Academic.
- Family.
- Adjustment.
- Emotional

Student's Enrichment Programs: Programmes were conducted for students on life skill training communication skills and learning skill.
- No. of students benefitted Total: 123
- No. of students benefitted: a) Individual Counselling: 5

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
-	-	-	-

5.8 Details of gender sensitization programmes: [1]

Gender sensitization programme was conducted for teaching and non-teaching staff by Dr. JAGADEESH N., Professor & Head, Dept. of Forensic Medicine, Vydehi Institute of Medical Sciences, Bengaluru on 28-10-2017.

5.9 Students Activities:

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

State/ University level [06] National level [-] International level [-]

No. of students participated in cultural events: 30

State/ University level [30] 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 `03`   National level `-`   International level `-`

5.10 Scholarships and Financial Support

	Number of students	Amount In Rs.
Financial support from institution	1	50,000/-
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:

- Creating awareness about speech and hearing related disorders
- Vanamohotsava
- Blood donation
- Swacch Bharath Abhiyan

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

6.3.4 Research and Development:

- Registration fees, Travel and accommodation 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.
- 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:
- Hearing testing for Laundry, House Keeping and Maintenance staff of FMCI

6.3.9   Admission of Students:

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

6.4   Welfare schemes for:

Teaching Staff:	• 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:	• 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:	• 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	• External expert	Yes	IQAC Core Committee

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 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.
- Additional Sewage Treatment Plant. Additional recycled sewage water reused.
- Solar energy utilization is being actively promoted in the campus.
- Water harvesting and water recycling system used.
- Up gradation 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.
- Enhancing active learning in undergraduate students

- Effective clinical learning through Case study research.

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.	Staff and students are given incentives and seed money for the research work. Each staff and intern are encouraged to take up a project publish the project findings.
2. Initiation of PG Course.	Permission granted from University and the State Higher Education for commencement of the PG program. Further, application is sent to Rehabilitation council of India for further approval.
3. Focus on translational research.	A blueprint plan on series of research studies is being implemented into diagnostic and therapeutic activities.
4. Enhancement of interactions with external research organizations for conducting research.	Collaboration with National Institute of Technology(NITK) Karnataka – Surathkal, St Joseph's Engineering College Vamanjoor and Father Muller Medical College (FMRC) for research.
5. Scope to increase case-load	- Posting of faculty and interns in various departments of Fr Muller Medical College hospital. - Speech therapy sessions are provided in the school in Collaboration with Sarva Shiksha Abhiyaan (SSA) Mangalore. - Outreach centres at St. Mary's Special School, Kinnigoli, and RIYA Foundation Kulshekar, Mangalore. - Outreach program in collaboration with St Antony's Poor Home has been initiated - treating clients with adult speech and language disorders due to neurological deterioration.
6. Attract & retain qualified and experienced staff/faculty.	- Periodic revision in Pay Scale/ Incentives for clinical activities apart from the salary is made available to the staff/faculty. - Staff given remuneration for the paper presentations at different National and International conferences.

7.3 Give two Best Practices of the Institution:

- Active learning in undergraduate students

- Clinical learning through Case study research

* Please find the Best Practices as Annexure-V

7.4 Contribution to environmental awareness / protection:

- Initiative has been taken to conduct various awareness programs such as camps, awareness talks etc; and brochures to provide information to the general public regarding communication disorders, noise pollution and their impact on day to day functioning.
- Observation of International Hearing Impaired Week
- Commemoration of Vanamahotsava and planting of trees.
- Solar Energy Utilized on Campus.
- Plastic Free, Substance Free, No Tobacco Campus
- Noise Reduction Measures Initiated on Campus
- Rain water harvesting.
- Swacch Bharat Abhiyan Observed
- Water Recycling
- Bio-Medical and E-Waste Management

7.5 Whether environmental audit was conducted?   Yes | - | No | ✓ |

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

| - |

8. PLANS OF INSTITUTION FOR NEXT YEAR

- Execution of Post Graduate Program in MSc Audiology and MSc Speech Language Pathology.
- Enhance the Research Quality and Research Output.
- Increase Publishing of Research Papers in High Impact Journals.
- Increase Collaborative Research with International/ National Research Institutes.
- Conduct International Conference in Audiology/Speech Language Pathology.

Name: Sr. Cynthia Santhmayor

Signature of the Coordinator, IQAC

Name: Prof. Akhilesh P.M.

Signature of the Chairperson, IQAC

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

***