



YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	SEA College of Science, Commerce & Arts
• Name of the Head of the institution	Dr. Muthe Gowda T N
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	08025613741
• Mobile no	9900732511
• Registered e-mail	priseadegree@gmail.com
• Alternate e-mail	tmvana1972@gmail.com
• Address	Ekatanagar, Virgo Nagar post , K.R.Puram, Bnagalore-560049
• City/Town	Bangalore
• State/UT	Karnataka
• Pin Code	560049
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Urban

• Financial Status	Self-financing				
• Name of the Affiliating University	Bengaluru North University				
• Name of the IQAC Coordinator	Mr. Manjunatha S				
• Phone No.	08025613741				
• Alternate phone No.	08065470229				
• Mobile	9844864295				
• IQAC e-mail address	sea.naac2017@gmail.com				
• Alternate Email address	manjus.reddy@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year)	https://seadegree.ac.in/wp-content/uploads/2021/09/AQAR-2019-20.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://seadegree.ac.in/wp-content/uploads/2022/03/new-documents.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.30	2018	02/11/2018	01/11/2023
6.Date of Establishment of IQAC			14/09/2016		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Nil	Nil	nil	0	0	
8.Whether composition of IQAC as per latest NAAC guidelines			No		
• Upload latest notification of formation of IQAC			View File		

9.No. of IQAC meetings held during the year	5	
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	Yes	
<ul style="list-style-type: none"> If yes, mention the amount 	50,000	
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
preparation and submission of NIRF	Preparation and submission of AISHE	
	Fulfillment of some observations cycle -I	
	Conducting Virtual seminars and workshops	
	Introducing new programs	
	12.Plan of action chalked out by the IQAC in the beginning of the Academic Quality Enhancement and the outcome achieved by the end of the Academic	

Plan of Action	Achievements/Outcome
To Introducing B.COM Logistic and supply chain management	Successfully introduced program from the year 2020
To Introducing BHM	Course Approval
To apply for Bengaluru North University Research center at our Institution	Approval Work in progress
to Introducing B.SC (Clinical and Nutrition),	Course Approval
to Introducing B.SC (Psychology)	Course Approval
to Introducing B.Sc. (forensic Science)	Course Approval
13. Whether the AQAR was placed before statutory body?	Yes
<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting
Governing Body	19/11/2021
14. Whether institutional data submitted to AISHE	
Year	Date of Submission
2020-21	11/02/2022
15. Multidisciplinary / interdisciplinary	
<p>NEP 2020 gives a platform for students to study and pursue courses from different areas of study beyond the boundaries of their main study. This multidisciplinary /interdisciplinary approach provides an opportunity to students to study beyond their domain and incorporate various fields of study like arts, language, music, drama with technical fields like physics , commerce, computer science, chemistry etc integrating two or more domains exploring new courses for the holistic development of the students and preparing them for the challenges of the professional world.</p>	

Practice

The institution allows students to choose their subjects according to NEP 2020 guidelines . A number of open electives are offered to students under various programs.

1. Commerce program includes Science, Arts and Commerce electives
2. Open electives for science students include Commerce Management and Arts subjects.
3. Humanities program includes Science, Commerce subjects as open electives
4. National seminars-level seminars are conducted in different departments which are attended by students giving an opportunity to students to learn about various domains.
5. Field trips and industrial visits help students in understanding the practical setup of professional domains.

16.Academic bank of credits (ABC):

Academic Based Of Credits is a virtual digital storage track of the credits earned by students in their learning. The college currently does not maintain the ABC system. Plans are made to implement the system as this helps in reducing drop off rate and enables students to readily return to their education if they discontinue. A team to monitor and web infrastructure augmentation required for the system is formed soon.

17.Skill development:

In order to keep up with the latest emerging trends in technology, commerce and all other fields it is important for students and faculty members to update and also to acquire with necessary skills to face the competitive world. The college organizes FDPs, national level conferences, seminars, workshops, lectures etc. for the benefit of both students and faculty. Soft-skill classes, valued-added courses certification programs etc. are conducted by different departments. MOUs with industries are signed to aid these course development. Source in association with MHRD was also signed to make students competitive and employable.

18.Appropriate integration of Indian Knowledge system (teaching in Indian languages using online course)

"Knowledge of wisdom is the door way to wisdom". Due to our obsession of technical wisdom, we have ignored the Indian languages, especially Indian languages like Sanskrit and Kannada. We need to reconnect with our Indian knowledge. Kannada Diwas, Kannada Rajoytsava, language Fests etc are conducted every year to help students connect to their mother tongue. Language Festivals are conducted in Indian languages. International Mother Tongue Day is conducted every year where students speak about the importance and significance of their mother tongue. Dept of languages is planning to organize workshops and seminars in Hindi and Kannada. Students are given an option to choose their 2nd language. Kannada, Hindi, Telugu, Sanskrit, Tamil are offered as 2nd language to students. Kannada organised Kannada plays "Tala maddale", "Guruvasturba". Dept of History organised "Kannada Sahitya Thilakagalu" student seminar. Field trips to local sites like Vidurashwatta etc were organized to familiarize students with our culture, heritage and traditions. Texts for students are provided with English translations are taught bilingually. Ethnic Festivals, Food Fests etc focus on themes related to local culture.

19.Focus on Outcome based education (OBE):Focus on Outcome based education

As NEP 2020 focuses on OBE, college focuses on student centered educational approach for implementing OBE. POs and COs are identified and regularly communicated to students..About 5 POs are identified and faculty members try to achieve these through various means like customizing instructional resources, teaching methods, formative evaluations, seminars, skill development programs, value added courses, add on programs etc . These programs are aimed at increasing academic success of the students. Various committees of the college work towards providing skill based education to the industry.

20.Distance education/online education:

As per University guidelines, offering distance education wherever possible by the institution. However, to provide nearest possible support to the students, they are encouraged to register with NPTEL online learning platforms. Online teaching through video conferencing platforms like Google Meet, ZOOM was effectively implemented. Lecture rooms have projectors and faculty members use ICT effectively. Tools like PPTs and e- resources effectively. College camera system is enabled . Faculty members are encouraged to develop digital content which are often shared in whatsapp groups of students. Faculty members conduct online quiz on google forms to assess student learning. Videos, e- resources are regularly shared to students. Digital content which supplement class room teaching.

Extended Profile

1.Programme

1.1	794
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	1074
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	229
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	270
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	42
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	5
Number of sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution

4.1	45
Total number of Classrooms and Seminar halls	
4.2	110
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	142
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The institution is affiliated to BNU .The curriculum is designed &developed by BOS,BNU and the same is adopted by the institution. In the beginning of each semester, Principal conducts meeting and instructs the departments to conductdepartment wise meetings and instructs each department to prepare time table. The academic calendar is prepared in accordance with the university academic calendar that includes co-curricular activities. All faculties prepare lesson plan and work diary is maintained .In this academic year ,the institution took instructions given by University to conduct online classes .The college conducted online classes through Zoom,Google MEET etc. Whatsapp group for each class was created. All the information was shared in the groups for the smooth running of classes. The PPT,NOTES/exercises were shared for the benefit of the students. Due to pandemic everything was shifted online.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://seadegree.ac.in/wp-content/uploads/2023/07/Calendar-of-Events-2020-21-Ug-and-PG.pdf

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

Academic Calendar as prescribed by Bengaluru North University is followed. Exams are conducted as per the University Calendar. Planning and organization of teaching, learning and evaluation begins ahead of the academic semester.

Academic Calendar: As regards the commencement of classes, number of hours assigned for each subject, internal tests, project reports, announcement of results, vacations, examinations etc. are scheduled according to the calendar of the affiliating University. Based on the University academic calendars, college prepares annual calendars at the beginning of each academic semester.

Orientation for the newly admitted students, ethnic day, annual day, guest lectures, industry visits, seminars, conferences, workshops, alumni and sports activities find a place in the annual calendar of the college.

Evaluation blueprint: During the orientation program, students are given a clear understanding of the scheme of evaluation, division of marks based on attendance, tests, assignments and skill development records and other activities organized in the classes. Records of all these are maintained by the respective faculty/Class teachers. Each semester two internal examinations are conducted and average 20 marks are allotted for giving the internal marks and remaining 10 marks allotted Attendance and Assignment. The semester end exams is conducted by college, on guidelines issued by the Bengaluru North University.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://seadegree.ac.in/wp-content/uploads/2023/07/Calendar-of-Events-2020-21-Ug-and-PG.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	A. All of the above
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File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

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

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

19

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year**1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)**

5

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

568

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment**1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum**

The institution takes initiatives which has a positive effect on issues such as Gender equality. environment, human values and professional ethics in curriculum. Both UG and PG programmes address the above refered issues.

The matter connected with gender equality and its related issues is taught to students of all Programmes under the optional subject. Events on Gender sensitization, women's rights and children rights and gender equality are conducted through Women Empowerment Cell. Institution has taken initiation to protect the safety and security of female students, staff and faculty. The total college campus is secured with CCTV surveillance and security round the clock.

The subject environmental studies is taught in the commerce

programme and BBA as a compulsory subject. The learners are taught various concepts of environment, soil conservation, waste management etc.

The college maintains a green and clean on regular basis. it has underground drainage system and ensures that there is no stink and mosquito menace in vicinity.

Professional ethics have been included in the syllabus of Commerce and Professional programmes in which business ethics, approaches to business is addressed.

Indian Constitution is taught to the students of all the streams to create the awareness about their Rights and Duties as Civilians of the Country. It helps in moulding them as good and law abiding citizens of the country in future.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

10

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships	
291	
File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File
1.4 - Feedback System	
1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	A. All of the above
File Description	Documents
URL for stakeholder feedback report	http://seadegree.ac.in/wp-content/uploads/2023/07/Feedback-Analysis-Report-2020-21.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File
1.4.2 - Feedback process of the Institution may be classified as follows	B. Feedback collected, analyzed and action has been taken
File Description	Documents
Upload any additional information	View File
URL for feedback report	http://seadegree.ac.in/wp-content/uploads/2023/07/Feedback-Analysis-Report-2020-21.pdf
TEACHING-LEARNING AND EVALUATION	
2.1 - Student Enrollment and Profile	
2.1.1 - Enrolment Number Number of students admitted during the year	

2.1.1.1 - Number of students admitted during the year

413

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)**2.1.2.1 - Number of actual students admitted from the reserved categories during the year**

229

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

SEA college of science, commerce and Arts has a mentor system that is used for maintaining the data of all the enrolled students. Bridge course are organized in reference subjects for newly admitted students to identify their learning capabilities.

Subject teacher, class teacher and mentors along with head of the department identify the slow learners and advanced learners by tracking their academic performance.

Slow learners:

- IA marks and attendance of the slow learners are informed to their parents over the Phone.
- Remedial classes are conducted to improve their academic performances.
- Question Banks are given to the students to help them.
- A faculty mentor is assigned to class students to monitor the overall progress.
- Peer teaching is employed by having advanced learners teach a

topic assigned for the benefit of slow learners

Advance learners:

- Advanced learners are guided and encouraged for participation in various competitions and academic activities.
- Students are given the opportunity to utilize the laboratories during the free hours to learn other experiments beyond the curriculum.
- They are given E-links for MOO CS on Swayam, NPTEL, NDL spoken tutorials portals for listening lectures on advanced topics.
- Peer to Peer teaching is encouraged and feedback is collected from the students.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

Number of Students	Number of Teachers
1074	42

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The institution is practicing different student centric learning methods to enhance their learning ability these include seminar, mini projects, paper presentation, poster making and quiz etc.

Experiential Learning:-

Students are allowed to conduct experiments independently in practical classes. Mini projects at 5th semester level and major projects at 6th semester level will help in imparting the required technical skills to the students. They are encouraged to do the internships in industries and industrial visits are arranged as a

part of industrial interaction.

Participative Learning:

Students are motivated to participate in quiz competitions, paper presentation, online certification courses. Classrooms are provided with projector and internet facilities to enhance the knowledge of the students. Students are encouraged to participate in group discussions, role play and also enhance their abilities by providing field works, technology training.

Problem solving:

- Encouragement is given to take active part in project exhibition to enhance the problem solving ability.
- Students are motivated to take part in training and placement entrepreneurship development and assistance in consultancy activities.
- Students are involved in assisting research work with quality assurance, research, innovation, industry interaction, entrepreneurship, education and social responsibilities.

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

The Role of information and communication technologies (ICT) in teaching learning process ensure that students play on active role in the learning process. Faculty integrate technology with traditional mode of instruction to engage students in life long learning, but in the year 2020, due to pandemic ,education has changed dramatically with the distinctive raise of eLearning where by teaching is under taken remotely and on digital platform also.

Online Classes: Faculties are engaged the online classes by using Google meet, Zoom platform etc

Power point presentation: Faculties are encouraged to use PowerPoint presentation in their class room teaching by using LCDs and Projectors.

Online Quiz: Faculties prepare online quiz for students during the teaching process through the Google form.

Video lecture: Recording of video lectures made available to students for long term learning and future referencing.

Online Competitions: Various technical events such as Poster Making, Debate , Paper Presentation etc., are being organized with the help of various information communication tools.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

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

2.3.3.1 - Number of mentors

37

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

42

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

5

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

281

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

- The detailed academic calendar is prepared before the starting of the semester, which includes date of IA , BNU and semester

examination etc.

- Separate examination committee comprising of senior faculty members and a team of teaching and non-teaching staff members is in place.
- The affiliating university prescribes 30 marks out of 100 allotted for internal assessment, in which 20 marks are allotted for two tests of 10 marks each and 10 marks for attendance and assignment.
- This provides faculty greater scope to check students' progress, identify gap and take remedial action.
- The college maintains very strict, impartial, impersonal, confidential, vigilant in the smooth conduct of IA tests.
- The subject teachers explain the scheme of evaluation in class room, and then evaluated bluebooks are circulated to students. Any discrepancy in the evaluation is duly addressed. The IA marks are intimated to the parents and displayed on the notice board.
- Since pandemic internal exams are conducted in both offline and online mode

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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

Semester Calendar of events includes the details on the schedule of internals, evaluation, and Parent -Teacher meeting. Circulars before the exams also keep the students informed about the exam time table. Class teachers and course faculty discuss students' performance and offer assistance whenever required. Students are well aware that their final marks are a combination of external marks - based on their performance in the final university examinations and internal marks - based on the continuous evaluation during the semester. Students are also aware of the components and criteria for the calculation of internal marks which will be submitted to the university and therefore usually there are no grievances. The internal marks for all the courses will be informed to students by the subject faculty and any issues that exist will be resolved immediately. Parents are updated about their ward's performance regularly telephonically and during the parent-teacher meeting.

The examination committee along with HOD prepares the timetable of

internal exams for each semester. The internal exams are conducted for the purpose of allotting internal assessment marks and academic progress. After the evaluation of the 2nd internal examination answer scripts, remedial or revision classes are conducted depending on the performance of the student. This enhances the slow learner's performance. These internal examinations help the 1st-semester students to understand the BNU exam process as they have come from a School/Board system.

File Description	Documents
Any additional information	View File
Link for additional information	http://seadegree.ac.in/wp-content/uploads/2023/07/2.pdf

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

Yes.

The institution displays its Vision, Mission, Goals, programme outcomes, programme specific outcomes, and course outcomes on the website and communicated to the teachers and students during the College orientation programme at the beginning of every semester. The Program Outcomes (PO) and Course Outcomes (CO) are adopted for all programs offered by the institution in accordance with Bangalore North University guidelines. IQAC initiates the quality improvement program for each department. COs and POs are displayed in each classroom for the student reference.

- Website
- Curriculum /regulations books
- Classrooms
- Department Notice Boards
- Laboratories
- Student Orientation Programs
- Meetings/ Interactions with employers
- Parent meet
- Faculty meetings
- Alumni meetings

- **Library**
- Outcomes-based Curriculum Framework is intended to suit the present-day needs of the student in terms of securing their path towards higher studies or a terminal degree guiding students towards career choices.
- Learning outcomes form an integral part of college vision, mission, and quality policy. The learning objectives are communicated through various means such as college prospectus, Principal's address to students and parents, Alumni meets, and dissemination in the classroom by concerned staff.
- These are also prominently featured on college boards, college handbooks and other publications brought during conferences and seminars. Informing the stakeholders, especially the parents, persuade students towards skill-oriented and value-added courses.
- Students are made aware of the course-specific outcomes through an orientation programme, classroom discussion, expert lectures, and practicals.
-

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://seadegree.ac.in/wp-content/uploads/2021/08/NAAC-CO-PSO-POs.pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Each course has a defined set of course outcomes and corresponding evaluation criteria. The course outcomes are mapped to the program outcomes which are used to provide the quantitative measurement of how well the program outcomes are achieved. The performance of the students in the examinations during the semester in each course is used to compute the level of attainment of the POs and PSOs through the mapping of questions to COs and COs to POs and PSOs. CO-PO & PSO mapping for all the courses in the program is prepared by the program coordinator in consultation with other faculty members.

CO Attainment

Assessment methods include direct and indirect methods. The process of course outcome assessment by the direct method is based on mid examinations, semester-end examinations, and quizzes. Each question in mid/semester end/assignment/quiz is tagged to the corresponding CO and the overall attainment of that CO is based on the average mark set as target for final attainment.

1. Internal Examinations are conducted twice a semester and each of them covers the evaluation of all the relevant COs attainment.
2. Semester End Examination is descriptive, and a metric for assessing whether all the COs are attained.

The indirect assessment is done through the course end survey.

Assessment Rules

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://seadegree.ac.in/wp-content/uploads/2023/07/2.1.pdf

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

230

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	http://seadegree.ac.in/wp-content/uploads/2023/07/Result-Annual-New.pdf

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<http://seadegree.ac.in/wp-content/uploads/2023/07/Student-Satisfaction-survey-7-14.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

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

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

2

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The institution intends to develop research culture not only among faculty but also among students. The college has adopted practical approach in the recent years to keep the students on par with the latest in their respective fields of study.

- Some of the class rooms are equipped with Over Head Projectors and LCD projectors to facilitate the students.
- The most recent and popular method of incubation of ideas for the students is the case studies. The different cases in the text book and the reference books are identified and the students are given a specific time to study and identify the problem in the case studied by them, solve it and present it in the class room.
- The teachers are provided with umpteen opportunities to submit innovative research papers, publish them as chapters, books and in journals with ISBN and ISSN respectively.
- The various departments generate a co-curricular stimuli by

means of workshops and seminars. Dignitaries from the Board of Studies from the Bengaluru North University are invited to conduct the workshops and seminars.

- The library is a storehouse of eBooks from the digital library and students are often encouraged to download the books from the library and acquire knowledge.
- Students are given hands on experience to be updated on the latest technology and to improvise on them.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://seadegree.ac.in/wp-content/uploads/2023/07/3.pdf

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

2

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

5

File Description	Documents
URL to the research page on HEI website	https://seadegree.ac.in/index.php/research-cell/
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

4

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

2

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

The college believes in the holistic development of the students and sensitizing them by exposing them to address the social issues in

the neighborhood as per the limitation of the college and the local community norms. These activities provide the students with a much needed break and space for experimenting and questioning the injustices prevalent in the society. These extension activities influence the students, their understanding of the problems in the rural and urban areas of the state, the various policies of the government or the society and their impact on human life are brought to the perception of the students. They are encouraged to participate in various community development programs to develop their all-round personality.

The students are also encouraged to participate in the following activities.

- Planting of trees inside the campus as well as in the adopted neighborhood.
- NCC, YRC and NSS voluntaries organized Blood donation camps.
- Environment awareness camps.
- Swacch Bharath Abhiyan.
- Awareness rallies on COVID-19, AIDS, Anti- Liquor, Anti-Tobacco and Drugs.
- The institution organized COVID-19, RTPCR test and COVID-19 vaccination drive in association with BBMP.
- The students exposed to cross cutting issues, through street rallies and Awareness about COVID-19 SOP of Government of Karnataka.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

4

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

6

File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

854

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year**3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year**

2

File Description	Documents
e-copies of related Document	View File
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year**3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year**

5

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES**4.1 - Physical Facilities**

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The college was established in the year 2001, but the admission for the students was started from 2002 with strength of 23 students. During the past 21 years the number of students has increased manifold and has crossed more than 1074. Many course were added with the combinations provided by the university .To cater to the ever increasing student strength the college has always taken proactive

steps to provide various facilities to develop the infrastructure in the campus in terms of classrooms, laboratories, and for sports extra curriculum activities.

- The examination area is under CCTV surveillance and adequate facilities are provided to make the participants of the competitive exams to feel at ease.
- The college at present has the following facilities
Classrooms-45, laboratories-11, Seminar hall- 02, library
Total no of books =11457 Total no of journals =127,
computers-130 internet connection (wifi and landline) BSNL with bandwidth >100 MBPS Act with bandwidth >50MBPS.
- Class Rooms:- There are 45 classrooms with fully furnished and well equipped , spacious teaching rooms for conducting theory class. 17 class rooms furnished LCD projectors and internet facility to adapt advanced teaching methods.
- Laboratories:- Institution has 11 laboratories to carry the academics experiments prescribe by Bengaluru North University. In addition there are 2 labs to carry out exposer Business Ideas and Research activities.
- Library:- Institution provide 2 library hall with well-equipped furnished, 12 computer with internet facility. One library fully automated another one partially automated.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

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

The college has well laid out facilities for indoor and outdoor games and sports. The indoor games facilities include the following,

1. Three courts for shuttle badminton with wooden flooring and full lighting
2. Snooker facility with good table.
3. Table tennis with good table.
4. Caroms and chess

5. A shooting range

6. Gym with good equipment for boys and girls.

The following are the facilities for outdoor games.

1. A basket ball court with concrete flooring.

2. Tennis Court

3. Courts for playing Kho-Kho

4. Open ground for plaint Cricket, football, and practice net for Cricket.

In addition to this, there is a multipurpose auditorium with a capacity of about 1500, which is also used for conducting tournaments. Utilizing all these facilities, the college has been conducting the following tournaments for encouraging sports talent among the students. The College encourages the students to participate in the special coaching classes during vacation. Apart from the sports facilities the indoor auditorium also has a fully equipped gymnasium which the students can use free of cost before or after the working hours. The indoor and outdoor auditorium can also be used to conducts various cultural activities. College cultural fest, sports day, athletic meet, yoga training and such activities are conducted anytime the ground or the auditorium is free. The participation of the students in various sports events is evident by their performance the following activities.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

45

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

18.24

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

The library has over 11457 books for the use of students and staff. It also has 127 journals, and a few magazines to cater to the needs of the visitors to the library. It is a member in National Digital Library (NDL) where in the e- copies are made available to the students and staff in need. The library is partially digitalized. It uses Easy Lib software to keep track of the access to the books, issue, and updating of stock. The computers in the library are linked with internet and loaded with e books. The students and staff who want to get copies of the eBooks can do so with a request to the librarian. Efforts are being taken to fully digitalize the library in due course.

Name of the ILMS software- Easy lib

Nature of automation - fully digitalize

Version-4.3.3

Registered with NDL-registration ID-lokesh.principal@gmail.com

Registered with eShodhSindhu: manjus.reddy@gmail.com

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

A. Any 4 or more of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

0.05

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for

online access) (Data for the latest completed academic year)

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

56

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

The SEA COLLEGE OF SCIENCE, COMMERE AND ARTS had focused consistently deploying premier IT infrastructure and Applications development for Academic and Research support. The campus has been enabled internet service with 100 mbps BSNL and ACT, providing anytime anywhere access to knowledge and learning resources, keeping in line with demand from students and faculty. The internet bandwidth has been enhanced from 50 Mbps to 100mbps over the last year so that the academic and research activities can be handled with better connectivity.

Over 100+ LAN points were augmented across the campus computer and office spaces, Over 140+ computers were deployed in the Computer labs across the Campus to give Computing facilities to the Students and 20 faculties are provided individual systems for hands on practical sessions. Over 17+ projectors are deployed in classrooms for making classroom presentations more effective for faculties together with students.

The Computer Maintenance cell (CMC) consisting of all the system staff will work under one roof taking care of the Network, Hardware, Software, Projector and UPS maintenance activities of the Institution. CMC (Computer Maintenance Cell) is implemented to provide all System, Network and UPS-related support for the Students and Staff.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.3.2 - Number of Computers

142

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

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

53.73

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

To monitor the quality of the policies and procedures of the institution, the college follows various systems and procedures for the effective functioning of the college for the following Two facts.

1. SEA College of Science, Commerce & Arts was certified by ISO 9001:2008 till year to 2020. Now the College certified by ISO 9001:2015 the year 2021.
2. SEA College of Science, Commerce & Arts was Accredited NAAC Cycle-I of the year 2018-19.

Academic: Policies are framed and deployed right from the admission till the students leave the college. The admission policies adhere to the norms prescribed by the Bengaluru North University with regards to the selection. The students need to fill in the application form at the college. The student will be counseled with regards to the subject of his choice. Applications will be scrutinized and admissions will be done after scrutinizing them by strictly adhering to the university norms. Once admission accepted by the college, the same will be uploaded online to the university web portal.

Laboratory: all Department HOD prepare time table before commencement of college and same circulated to the students every semester. The lab in-charge checks the resources and working condition of all lab equipment. Requirement of any resources and Non-working equipment is communicated respective authority and get the approval. The lab facilities are open to all the students for academic purpose. The students must enter their names in the log book before entering the lab mentioning the time.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

162

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

15

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

**5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills
Language and communication skills Life skills
(Yoga, physical fitness, health and hygiene)
ICT/computing skills**

A. All of the above

File Description	Documents
Link to Institutional website	http://seadegree.ac.in/wp-content/uploads/2023/07/12244_149_360.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

1

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

1

File Description	Documents
Any additional information	View File
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

13

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

52

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

1

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

0

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Every year the Student's Union (SU) organizes cultural, sports and departmental activities to form coordination among students. It plays an important role to process the students interviews and also

involves in taking major decisions of the institute on teaching, learning, administration and governance in collaboration with faculty members every year. The student's union will govern overall students' council which acts as a coordinator for, and provides administrative support to, various student activities and events at College besides taking policy decisions regarding student affairs in consultation with the Director/Chairperson/Programme Director.

They Manage some committees and cell at the college:

1. Admission Committee
2. Attendance Committee
3. IQAC Committee
4. Sports Committee
5. Cultural Committee
6. Handbook & Magazine Committee
7. Examination Committee
8. Alumni Committee
9. SC/ST Welfare Committee
10. Student Grievance Redressal Cell
11. Women's Cell
12. Anti Ragging Cell

The Student's Union of 2020-21 could not be constituted due to pandemic situation.

File Description	Documents
Paste link for additional information	http://seadegree.ac.in/wp-content/uploads/2023/07/12244_156_380.pdf
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

1

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

The college has an alumni association named SEACOSA that stands for Sea College Old Students Association. The association had been running Registered 2018. which had to be called off due to COVID19.

The Alumni association has a Governing Body consisting of 7 elected members and Support the upcoming Alumni and current studying students.

Aim of the SEACOSA:

1.To encourage the members to take active interest in the college activities and provide assistance for Development of the college by promoting

2. Encouraging all the members to be friendly relation.provide career counselling to students of the College and establish scholarship programmes for needy and deserving students.

3. The past students of the college is eligible to become a member of the Association.

4. Alumni contribute to the development of the institution through valuable feedback, guidance and counselling to students and through donations in cash.

File Description	Documents
Paste link for additional information	http://seadegree.ac.in/wp-content/uploads/2023/07/12244_158_385.pdf
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Vision

To be a dynamic learning institution providing intellectual, ethical and technical empowerment of human resource to meet the challenges of the future.

Mission

To create a democratic academic atmosphere, through interactive learning experience utilising best resources for the young and energetic minds and promote value and quality based education for overall development of human resource.

Objectives

- To encourage multidisciplinary learning.
- To provide access to education for empowering the underprivileged and socially disadvantaged sections.
- To impart quality education for human resource development and nation building.
- To focus on holistic development and promotion of lifelong learning.
- To take measures towards sustainable development of society

and environment.

- To develop civic awareness among students for better leadership.
- To focus on women empowerment by gender sensitization.
- To develop sportsmanship qualities among students by arranging various sports events.
- To make the students ethically sound by imparting value based education.
- To integrate ICT in the field of education by using teaching learning audio-visual aids.

File Description	Documents
Paste link for additional information	https://seadegree.ac.in/
Upload any additional information	View File

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

The Principal is the head of the institution for the effective administration and efficient implementation of the academics activities. Efforts to decentralize the management are being made through academics council, IQAC, NSS, NCC and YRC units, heads of departments, several committees and cells comprising of teaching faculties, non-teaching staff as members.

The college has a mechanism for delegating authority .Committees and cells are formed with the members who are specialized for taking charge of specific events or activities. Convener/ coordinators and the members are authorized to plan and organize academics programs and events. The IQAC ensures effective planning and implementation of activities through regular meeting of these activities.

The college also ensures perspective management by involving the faculty members, non-teaching members, students, Alumni and parents in various activities of the institution including decision making. Different committees/ cells/clubs are formed involving all stakeholders to full fill the objectives of providing better learning opportunities

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

A 5 year perspective plan for excellence in academic and infrastructural development is envisaged. This is drawn in the form of long term and short term goals in different aspects of college functioning. The IQAC drafts the perspective plan with the help of the principal which is to be approved by the management .

New UG course B Com Logistics with an intake of 60 students was started in the year 2020. Registration of Research Centre - Commerce was also undertaken. Proposal submission of new UG and PG courses like BSc Clinical Nutrition and BSc Psychology , MTTM, MSW was undertaken. Proposal submission for full scale digitalization of library was also done in the year 2020.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	Nil
Upload any additional information	View File

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

ROLES AND RESPONSIBILITIES OF STAKEHOLDERS

Governing Body of the Trust

1. To be proactive in the appointment of the Principal under the policies laid down by the UGC and state Government norms from time to time.
2. To implement the vision mission of the college together with the Principal and faculty
3. To approve of the annual budget submitted by the college

governing body after required changes if any

4. To recruit teaching and non-teaching staff together with the Principal and relevant authorities under the policies laid down by the UGC and state Government from time to time.

Director

1. The director is the vice chairperson of the governing body of SEA college of Science Commerce and Arts. He is also the chairperson of the governing body of the college.
2. His key role is to promote and help the implement college vision and mission.
3. He animates the college administrative team to set goals, objectives and priorities and bring up concrete plans of action. He encourages training and development both academic and other staff members,
4. After consultation with the Principal, he decides on the recruitment of teaching and non-teaching staff, keeping government and university norms.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	https://seadegree.ac.in/index.php/organizational-chart/
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user inter faces	View File
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

Welfare Measures for Teaching and Non-teaching Staff

1. 8 days of casual leave plus 2 RH are provided to both teaching and non-teaching staff
2. Duty leaves to the teaching staff are provided to attend various Orientation /Refresher /Seminar/workshops/Training Programs, FDPs etc as per the Government rules. Nonteaching staff is also given duty leave.
3. Female teaching and non-teaching staff can avail a Maternity Leave of 180 days as per Government rules.
4. EPF: In accordance with the University guidelines, the College has offered the option of Contributory Provident Scheme whereby the Management contributes its share equal to the share of the employee every month for both teaching and non teaching staff.
5. Health Checkup Camps are regularly organized by the College through tie-ups with Nursing Department to all SEA employees.
6. ESI facility is provided to teaching and non teaching staff
7. Fee concession is given to children of SEA college staff studying in SEA institutions.
8. Free transportation facility is given to SEA employees in school/College vans
9. Day care center is available in the campus for children of SEA Group of Institutions

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

0

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

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

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	View File
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

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

30

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

Self Appraisal of staff members-

- The College requires that the teachers furnish a self-evaluation form every year . This provides an insight into one's own assessment of effectiveness of the teaching style and its impact on the students. It highlights how the teacher handles different situations that affect the learning progress of the students. It also makes known the involvement of the teacher in both academic and administrative activities . Through this form, a teacher can showcase his/her continuous professional development(paper presentations, publications, seminars and conferences attended) etc.
- The IQAC of the college assesses the report submitted by the faculty/department and does an academic audit which is then shared with the departments
- The performance appraisal is also used for Career Advancement of the teachers who are updated about their performance at each level. If there is a scope for improvement on the part of the teacher, they are advised to upgrade themselves. This is crucial for later promotions as per the norms. The whole system is carried out in a confidential manner. The respective teacher is informed about the same and suggestions given.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

There are well defined policies and mechanism for implementing the budget effectively. A Provision is made for salaries and allowances while preparing institutional budget at first. Next to that preferences given for administration and maintenance expenses such as electricity, water, stationary, telephone, fuel to the institutional vehicles, postage, laboratory equipment's, library books, seminars and celebrations etc. In the beginning of every academic year, the budget is allotted to the college by the management keeping in mind the expenses occurred during the previous years

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

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

0

File Description	Documents
Annual statements of accounts	View File
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

Major sources of institutional receipts/funding:

- 100% funds is generated by the College
- Fees from students -Tuition, Hostel, Transportation

Utilization of Resources

The College with the help of the management prepares allocation and utilization of funds.

Fees received from students are used for development of the college and staff salaries and are properly audited. Salaries of all employees of SEA Institutions are though these funds. Funds are used to improve college infrastructure like up gradation of labs and library, give fee concession to students, financial aid to faculty members who attend seminars and workshops, guest lectures, students' industrial visit etc. Funds are also allotted to celebrate cultural and sports events, , celebrations of important dates, refreshments to staff and guests during college events, awards to outstanding students, operation of college busses, maintenance of college campus, NCC and NSS activities etc.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The IQAC cell was started in the year 2016 to monitor the quality services of the Institution. IQAC committee is formed by governing body of SEA College of Science, Commerce & Arts for continues improvement of the quality like Academics, Infrastructure, teaching and learning, extension activities etc.,

The IQAC cell has taken following initiatives.

- Participating in INRF.
- ISO Certification.
- Extension activities like Blood Donation camp, sampling trees, swatch Baharat abhayan, National festivals etc.,
- Organization Workshop, Seminars and conferences.
- Introducing new program for student requirements.
- Encourage students to participate the workshop/conference/seminars and publishing papers.
- Applying research center for department of Commerce in the year 2020.
- Encourage the faculty for registering for Ph.D and research activities.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

IQAC reviews academic progress by conducting an Annual Academic Audit and the following are the innovation process adopted by institution in Teaching and learning.

- Lesson Plans are prepared by the concerned teachers prior to the beginning of the semester
- Video lessons from NPTEL are used by teachers and students for better understanding of subjects

- Lecture material is prepared and is given to the students as reading material and LCDs are used for effective teaching
- HODs periodically monitor teachers work done diary, course plans and suggest corrective measures if needed
- Student feedback is taken at the end of each course for better performance in the teaching learning process
- Other than academics , college organizes many programmes like value added programmes, seminars, fests, national festivals, cultural programmes etc
- Two internal tests are also conducted according to university guidelines for CCE

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	http://seadegree.ac.in/wp-content/uploads/2023/07/Sea-college-report-21-22-1.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

1.Security- Colleges high compound walls and 24 /7 security who do not allow anybody into the campus without ID cards .CCTV cameras are also placed in the buildings.

2.Counselling Room- A Counselling room is located in 3rd floor and a full town counsellor is available who counsels students on both academic and personal issues.

3.Common Room- Girls' common room is situated in the 3rd floor. . It provides personal space for girl students to rest and also interact with other girls

4.Day care facility- A centralised day care facility is available for all SEA Institution employees' children who wish to utilize the facility.

Sl.no	Programme	Date	No attended	1	Awarenes
	Program on Women Health and Hygiene	Feb 14th 2020	50	2	International Women Day Celebartion
		March 8th 2021	250		

Women Empowerment Cell

Awareness program on WOMEN'S HEALTH and HYGIENE

Women empowerment Cell conducted an awareness program on woman's health and hygiene in Room 207 for girl students on 14th Feb 2020 at 12.30 pm . The speaker was Ms.Shalini, faculty, SEA College of Nursing. She spoke on the importance of health, cleanliness ,nutrition on woman's physical and mental health. She gave tips on personal hygiene, menstruation problems, diet plan, meditation for mental health etcetera. She gave a list of products for personal hygiene . She also spoke on the importance of woman's health in family and society. She highlighted on illness women suffer due to malnutrition ,its symptoms and cure.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	http://seadegree.ac.in/wp-content/uploads/2023/07/Student-Satisfaction-survey-7-14.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	C. Any 2 of the above
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File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

- **Degradable waste - The College facilitates several methods for the management of degradable and non-degradable waste. Main focus being on the three R's - "Reduce, Recycle, Reuse and also incorporating "No plastic zone". Students internal blue-books are collected and stored along with other used waste papers (including old newspapers magazines from library) and sold to scrap vendors which go into recycling.**
- **Liquid waste - Departmental level different dustbins are setup for solid and liquid waste disposal. Wet waste is collected from college hostels and given to BBMP waste collecting vans following the guidelines. Food waste is also given to farmers to feed their cows. Accordingly other wastes are disposed-off at identified place for recycle and manure conversion.**
- **E- Waste - E- waste like old computers, key boards, cables, hard drives, pen drives are collected accordingly and given to scrap vendors who recycle them.**

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	A. Any 4 or all of the above
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File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include	
7.1.5.1 - The institutional initiatives for greening the campus are as follows:	A. Any 4 or All of the above
<ol style="list-style-type: none"> 1. Restricted entry of automobiles 2. Use of bicycles/ Battery-powered vehicles 3. Pedestrian-friendly pathways 4. Ban on use of plastic 5. Landscaping 	

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution	
7.1.6.1 - The institutional environment and energy initiatives are confirmed through the	B. Any 3 of the above

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

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	View File

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

SEA college has always been at the forefront in sensitizing students

to the cultural, regional, linguistic, communal, socio-economic and other diversities. The college sensitizes the students and the employees to the constitutional obligations about values, rights, duties and responsibilities of citizen. College celebrates National festivals like Republic Day, Gandhi Jayanti, Independence Day, Constitution day to make the importance of freedom and the glory of Indian freedom struggle. The college organizes Blood donation camps to ensure that precious lives are saved. Women's day is celebrated to mark the achievements of women throughout the history. Celebrates world environment day to ensure environmental safety and concern towards the nation and Swachh Bharat Abhiyaan to promote the importance of cleanliness.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	View File

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

SEA College has always been at the forefront in sensitizing students to the cultural, regional, linguistic, communal, socio-economic and other diversities. The college sensitizes the students and the employees to the constitutional obligations about values, rights, duties and responsibilities of citizen. College celebrates National festivals like Republic Day, Gandhi Jayanti, Independence Day, Constitution day to make the importance of freedom and the glory of Indian freedom struggle. The college organizes Blood donation camps to ensure that precious lives are saved. Women's day is celebrated to mark the achievements of women throughout the history

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	http://seadegree.ac.in/wp-content/uploads/2023/07/7.1.9-7.1.11-events.pdf
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts

A. All of the above

periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

SEA College has always been at the forefront in sensitizing students to the cultural, regional, linguistic, communal, socio-economic and other diversities. The college sensitizes the students and the employees to the constitutional obligations about values, rights, duties and responsibilities of citizen. College celebrates National festivals like Republic Day, Teachers Day, Gandhi Jayanti, Independence Day, Constitution day to make the importance of freedom and the glory of Indian freedom struggle. The college organizes Blood donation camps to ensure that precious lives are saved. Women's day is celebrated to mark the achievements of women throughout the history.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

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

Best Practice-1

"Mentor Mentee" Scheme

Title of the practice: "Mentor Mentee" Scheme

Objectives of the Practice

- Find hidden talent for potential promotion or leadership roles
- To help the mentee achieve personal and professional objectives
- Continuous monitoring of academic performance of students including their attendance and performance in internal exams as well as providing a support system to guide and motivate the students.
- To identify and solve personal and health related problems of the students

The Context

- Mentoring is a process for the informal transmission of knowledge, social capital and the psychosocial support perceived by the recipient as relevant to work, career or professional development.
- In our college "mentor-mentee" scheme was introduced in the year 2017, with a view to advance the educational and personal growth of students.
- Every student has his/her own strengths and weaknesses. Mentor is a guardian to his/her students and he/she knows and understands his/her students personally.
- In each class weak students are identified by the mentor and he/she is motivated to do better academically.
- Mentor acknowledges and addresses the problems faced by the students like poor academic performance, problems related to infrastructural facilities, and personal problems. The Mentor also motivate and guides the students.
- Knowing the mentee personally and communicating with him/her like a develops a special bond between mentor-mentee which helps the mentee to share their views, opinions, problems etc.

File Description	Documents
Best practices in the Institutional website	https://seadegree.ac.in/wp-content/uploads/2023/07/Best-Practic-2020-21.pdf
Any other relevant information	http://seadegree.ac.in/wp-content/uploads/2023/07/Best-Pratice-new.pdf

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

The institute with its motto "progress through Quality Education", strives for the holistic development of it's young minds. It is committed to prepare professionals who will be recognized for quality, service, outreach and also for their leadership qualities.

Various activities are conducted on campus by various cells , clubs and departments like Women Empowerment Cell, Commerce club, Language club, Humanities department, Science department so on.

To improve the teaching learning component various initiatives are regularly undertaken by different departments, developing ICT enable teaching and learning module /tools apart from conventional chalk and board method. Emphasis is given to class seminars, group discussions, quiz competitions, model making, poster making and case studies session to help the students have a better subject understanding . Various activities both curricular and extra curricular activities are conducted throughout the year. Eg- seminars, conferences, guest lectures, inter class and inter college competitions, sports competitions, awareness programmes etc.

The students mentoring cell is the highlight to the college and focuses on well being of students and provides necessary guidance both personally and academically and help them to understand their personal interests and challenges.

NCC, YRC and NSS unit of the college celebrate national festivals along with other programmes like blood donation, annual camps, volunteering and personality development programmes.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

- Registration of the college under 12(B).
- To motivate the faculty for quality research and publications.
- To organize national seminars in the institutions.
- To organize faculty development program in the institute.
- To increase the number of ITC enabled rooms and tools.
- Laboratory and library up-gradation.
- Programmes on yoga, meditation, health and hygiene.
- Introducing new courses BHM, MTTM,MSW,B.Sc(Clinical & Nutrition), B.Sc(Psychology), B.Sc(ForensicScience).