YEARLY STATUS REPORT - 2023-2024

Part A	
Data of the Institution	
1.Name of the Institution	SURANA COLLEGE
• Name of the Head of the institution	Dr. Veena KN
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone No. of the Principal	08026642292
• Alternate phone No.	08026541095
• Mobile No. (Principal)	9886261201
• Registered e-mail ID (Principal)	principal@suranacollege.edu.in
• Address	No-16, South End Road, Bangalore-560004, MBA, MCA & MSc-Psy programs are permitted to run @ No-17, Tumkur-Mysore Ring road, Kengeri Satellite Town, Bangalore-560060
• City/Town	Bangalore
• State/UT	Karnataka
• Pin Code	560004
2.Institutional status	
• Autonomous Status (Provide the date of conferment of Autonomy)	07/09/2021
• Type of Institution	Co-education

• Location	**Urban**
• Financial Status	**Self-financing**
• Name of the IQAC Co-ordinator/Director	**Geetha AM**
• Phone No.	**08026642292**
• Mobile No:	**9886039750**
• IQAC e-mail ID	**iqac@suranacollege.edu.in**
3.Website address (Web link of the AQAR (Previous Academic Year)	https://www.suranacollege.edu.in/wp-content/uploads/2024/10/AQAR-2022-23.pdf
4.Was the Academic Calendar prepared for that year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.suranacollege.edu.in/wp-content/uploads/2024/11/4.-Academic-Calendar.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	**A+**	**3.49**	**2019**	**01/05/2019**	**03/12/2026**

6.Date of Establishment of IQAC	**05/08/2009**

7.Provide the list of Special Status conferred by Central and/or State Government on the Institution/Department/Faculty/School (UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC, etc.)?

Institution/ Department/Faculty/School	Scheme	Funding Agency	Year of Award with Duration	Amount
Surana College	**ICMR & ICSSR Project funds**	**ICMR & ICSSR**	**08/06/2023**	**390000**

8.Provide details regarding the composition of the IQAC:

• Upload the latest notification regarding the composition of the IQAC by the HEI	View File		
9.No. of IQAC meetings held during the year	4		
• Were the minutes of IQAC meeting(s) and compliance to the decisions taken uploaded on the institutional website?	Yes		
• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded		
10.Did IQAC receive funding from any funding agency to support its activities during the year?	No		
• If yes, mention the amount			

11.Significant contributions made by IQAC during the current year (maximum five bullets)

National Seminar on Rebuilding Bharat through Indigenous and Innovative Practices: A Way Forward towards Vishwa Guru was held from 8-6-2023 to 9-6-2023. 200 Academicians/Resource Persons/Experts/Research Scholars/Students participated in the workshop.

Partners in Excellence Session 9-8-2023: IQAC came up with an initiative of Lecture series "Partners in excellence" which enabled the faculty members to benefit from each other's expertise and diverse perspectives. These groups help in fostering collaboration and innovative practices.

Green Gadget Guardians- 2024 [Protecting the Planet from E-Waste] On 22nd March 2024 Dept. of Computer Science Organized E-Waste Management Drive at Surana College (Autonomous) & N R Colony

GITHUB WORKSHOP- The workshop titled " Empowering Through Experience -GITHUB Workshop" by our alumni was organized by the Computer Science Department of Surana College Autonomous on 6th April 2024. The objective of the workshop was to familiarize BCA and B.Sc. students with GitHub, a popular platform for version control, collaboration, and project management in software development.

The department of MCA hosted a Quality Improvement Program (QIP)

titled Applications and Research Opportunities on Generative AI's Diffusion Model on 28th February 2024.

12.Plan of action chalked out by IQAC at the beginning of the academic year towards quality enhancement and the outcome achieved by the end of the academic year:

Plan of Action	Achievements/Outcomes
1. Constituting a new IQAC core committee for the year 2023- '24 2. Measures to improve research output 3. Establishing Entrepreneurship Cell 4. Increase the number of workshops on outcome base learning and attainment. 5. Implementing Self- directed learning 6. Committee to be constituted to prepare Institution's Strategic Plan for five years. 7. To initiate the Institution Magazine and Newsletters 8. Transforming a few classrooms into Smart Classrooms. 9. Focus on rigorous campus placements. 10. External Audit to be done once in two years to assure the standards, yearly Internal Audit at institute level. 11. Encourage the Alumni Sponsorship for research. 12. Proposed to start new programs like …. a) Msc analytical chemistry b) MSc Counselling Psychology C) Media Studies	1.Constituted new IQAC core committee vide letter No. SC/Off Mem-IQAC/2018-19/162A Dated 24.7.2023 2.Research policy updated 3. Entrepreneurship Cell has been established on 18.5.2024. 4. 03 workshops were organized on outcome base learning and attainment 5. Plan in progress 6. Committee is constituted with Managing Trustee, Group Director, Principal, IQAC Coordinator, Chief Administrator Office, Chief Examination Office and Department heads 7. Department newsletters are published. Institution newsletter designing in progress 8. 109 is fitted with necessary infrastructure to enable as smart classroom 9. Exclusive Office of placement has been established and Placement officer is appointed and preplacement training is designed and delivered 10. ISO audit is done yearly 11. Alumni contribution towards field research was raised and utilized for conducting research by MSc Psychology department 12. Institution has applied for a) Msc analytical chemistry b) MSc Counselling Psychology C) MA in Media Studies
13.Was the AQAR placed before the statutory body?	Yes

- Name of the statutory body

Name of the statutory body	Date of meeting(s)
GOVERNING COUNCIL	05/06/2024

14.Was the institutional data submitted to AISHE ? | **Yes** |

- Year

Year	Date of Submission
2022-23	11/03/2024

15.Multidisciplinary / interdisciplinary

Surana College has developed a multidisciplinary approach to enhance a different way of thinking and working that combines knowledge and skills from multiple disciplines to address complex issues. This approach to teaching entails combining knowledge, concepts, and methodologies from several disciplines or topic areas in order to produce a more comprehensive and linked learning experience. In addition to studying core academic topics, students are given a choice to select a course from subjects other than their core courses, in the first four semesters. Multidisciplinary course encourages teachers to make connections across many disciplines rather than teaching courses in isolation, enabling students to perceive the interconnection of information to get a better understanding of the world around them. To foster students' critical thinking, creativity and teamwork, multiple open electives are given to the students. Students get to choose a course from the list of courses from other discipline provided to them. Courses like office management tools, python program, Financial Literacy, Listening and Speaking Skills, E- Business, Entrepreneurship Skills, Communication skills for Corporate Jobs, Investment in commodity markets. The language department also offered Language courses like Basic Kannada, Basic Hindi and Samskrita Bhasha Praveshika, Vyavaharika Samskritam, Kshema Kutuhalam-Introduction to Cookery in Ancient India, Swasthya Samrakshanam and Ayurveda Subhashita. The institution has organized varied multidisciplinary activities such as FEMFIESTA 2024, celebration of Guru Purnima, Certificate courses on Tally ERP 9, MS excel, Power BI, Business analytics for non-

computer science graduates.

16.Academic bank of credits (ABC):

Surana College – Autonomous is affiliated to Bengaluru University. The guidelines approved by the degree granting affiliated university and the Central government are implemented by the institution.With the introduction of the Academic Bank of Credits (ABC), the institution has embraced a rigorous assessment and grading system designed to assess students' knowledge and skills precisely. This approach involves integrating diverse evaluation methods, such as continuous assessment, project-based evaluations, and performance-based assessments, to promote more profound and enriched learning experiences among students. The institution has registered in ABC. The institution has also planned to streamline credit management by seamlessly integrating technology into its processes. The institution facilitates Academic Bank of Credits by offering comprehensive orientation to all students regarding the importance of registering to Academic Bank of Credits. The training process for student registration has been conducted for all students. This has empowered students to understand their freedom in choosing their courses and academics. At present the student registration for Academic Bank of Credits is in progress.

17.Skill development:

The institution offers a number of professional and vocational education programmes and courses. Modules on soft skills and courses in vocational education are offered through a large number of open elective courses. In order to ensure industry experience for the students, and to develop and hone skills associated with their domains of knowledge, one semester of internships is made mandatory for all two-year postgraduate programmes. Undergraduate programmes have mandatory or optional internships as part of the curricular requirement. Hands on workshop such as Understanding Bootstrap Framework, Mastering the Grid System, Empowering Through Experience -GITHUB Workshop", Practical applications of machine learning in decision-making processes are organized. Hands-on sessions were intended to train the students on aptitude and soft skills. Workshop on "Corporate Communications" application development using NODE.JS., aimed to deliver key technologies. Institution empowers students with mock assembly session, photography exhibition to showcase their skills. In order to ensure complete implementation in the spirit of NEP, the institution aims to make one vocational course mandatory for all undergraduate programmes, including in online and blended mode and in association with NSDC. Personal, Interpersonal and Societal Skills and value-added courses are taken

by all the students involving soft skills and life-skill taught modules such as 'Respect for Others', Gender Sensitization, Integrity, Accountability, Reciprocity, Multi-Cultural Competence, Personal Wellbeing, Team Building, Civic responsible, Responsible use of social media, Managing Freedom, Positive Attitude, Empathy, Environmental Sensitivity, Resilience, Forgiveness. The YES+ program is designed to inculcate self-awareness, discover strength, cope with stress and emotions, discipline the mind, time management, teamwork, mental well-being, etc.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

Indian knowledge systems offer unique perspectives that make this knowledge system 'Bh?rat?ya' and hold immense value in addressing contemporary and emerging challenges. By combining traditional wisdom with modern knowledge, we can find holistic solutions. Embracing the rich heritage and lineage of Indian Knowledge Systems, the committee aims to uphold and carry forward the wisdom that has been passed down through generations. The goal is to highlight the continuous unbroken knowledge traditions of Bh?rata since time immemorial. It promotes interdisciplinary and transdisciplinary research on all aspects of IKS, preserve and disseminate a deeper understanding and appreciation of IKS for further research, and societal applications. Dr. Tirumal, Professor , Department of Sanskrit attended two day workshop on research proposal writing jointly conducted by IKS division and Samskrita University, Tirupathi during 2023. Dr. Padmaja , Head of Department of Sanskrit attended online workshop on Introduction to Traditional Knowledge Intellectual Property & People's Rights jointly conducted by IKS division, Ministry of Education and CSIR - Traditional Knowledge Digital Library (TKDL) Unit, Ministry of Science and Technology during 2023. The Indian Knowledge System, championed by the government, embodies a holistic and culturally rooted approach to education. The Drawing from India's ancient wisdom, it integrates traditional values with contemporary knowledge, fostering a comprehensive understanding of the world. In this system, education goes beyond textbooks, emphasizing holistic development through arts, sports, and extracurricular activities. Practical application of knowledge is prioritized, preparing students for real-world challenges.

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

Outcome-Based Education at our college aims to enhance the higher education system by providing a structured and effective learning experience. The primary goal is to ensure that students achieve well-

defined POs and COs that focus on knowledge, skills, and attitudes necessary for career success and further studies. Student Participation Details and Outcome Records The identification of student learning levels is an integral part of OBE framework. The process is carried out 40 to 45 days after start of each semester, categorizing students as advanced or slow learners. This process follows three stages to standardize the evaluation. Academic performance from previous semesters identifies advanced learners, who are encouraged to participate actively, and slow learners, who receive additional support. Instructors observe classroom engagement over 30 days through peer-to-peer, teacher-to-student, and class interactions to adapt teaching strategies. Course aptitude tests assess core concepts and skills, guiding interventions for both groups. Additionally, clubs and forums foster holistic development through events and workshops, enhancing teamwork, leadership, and practical skills in alignment with OBE. Our institute makes extensive use of IT-enabled tools to improve teaching-learning process. Faculty utilize digital platforms, including YouTube channels for lectures, virtual labs, webinars, TED Talks, podcasts, and e-content development. Program and Course Outcomes Institute guarantees that students are thoroughly informed about the POs and COs right from beginning. These outcomes are communicated during induction programs and are displayed on department notice boards and the Learning Management Application (LMA). Additionally, POs and COs are consistently emphasized during admission counselling, orientation programs, and bridge courses. An interdisciplinary approach, combined with regular FDPs organized by IQAC ensures that educators are upskilled with latest teaching methods and outcome-based learning strategies. The attainment of POs and COs is evaluated through direct assessment methods, including internal and external evaluations. COs are mapped to corresponding POs using a correlation matrix that rates alignment from 1-low to 3-high. Bloom's taxonomy ensures assessments effectively measure learning objectives. Internal assessments are conducted each semester to track CO attainment, with results averaged to evaluate overall outcomes. Any identified performance gaps are addressed through targeted improvement strategies in subsequent academic years

20.Distance education/online education:

The institution does not offer any distance education programmes.

Extended Profile

1.Programme

1.1   10

Number of programmes offered during the year:

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

2.Student

2.1   **2507**

Total number of students during the year:

File Description	Documents
Institutional data in Prescribed format	[View File](#)

2.2   **699**

Number of outgoing / final year students during the year:

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

2.3   **844**

Number of students who appeared for the examinations conducted by the institution during the year:

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

3.Academic

3.1   **335**

Number of courses in all programmes during the year:

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

3.2   **99**

Number of full-time teachers during the year:

Extended Profile

1.Programme

1.1	**10**
Number of programmes offered during the year:	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.Student

2.1	**2507**
Total number of students during the year:	

File Description	Documents
Institutional data in Prescribed format	View File

2.2	**699**
Number of outgoing / final year students during the year:	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.3	**844**
Number of students who appeared for the examinations conducted by the institution during the year:	

File Description	Documents
Institutional Data in Prescribed Format	View File

3.Academic

3.1	**335**
Number of courses in all programmes during the year:	

File Description	Documents
Institutional Data in Prescribed Format	View File

3.2 Number of full-time teachers during the year:	**99**

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

3.3 Number of sanctioned posts for the year:	**99**

4.Institution

4.1 Number of seats earmarked for reserved categories as per GOI/State Government during the year:	**650**
4.2 Total number of Classrooms and Seminar halls	**68**
4.3 Total number of computers on campus for academic purposes	**457**
4.4 Total expenditure, excluding salary, during the year (INR in Lakhs):	**630.94**

Part B

CURRICULAR ASPECTS

1.1 - Curriculum Design and Development

1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.

The courses offered by Surana College are meticulously designed to meet the evolving demands at local, national and international levels, fostering growth and development. The content, pedagogy, and evaluation processes for each course are structured to ensure the successful achievement of Course Outcomes.

Each department offering a program is supported by a Board of

Studies comprising both internal and external members. Surana's faculty members serve as internal members, while industry experts, alumni, and academicians from other institutions act as external members. Faculty-designed courses are first recommended for approval by the BoS, where they undergo thorough discussion and evaluation. Upon approval, the courses are forwarded to the Academic Council for final ratification.

Every program includes well-defined Programme Outcomes, Programme-Specific Outcomes and Course Outcomes for each course. Additionally, each course outlines specific objectives, clearly articulating the intended learning outcomes. Since adopting the National Education Policy (NEP) Scheme in 2021-22, Surana College has made significant revisions to all its programs, ensuring that course objectives and outcomes are explicitly stated.

Key features of Surana's programs include mandatory industrial or field visits, internships, and project reports. To further enhance students' employability and entrepreneurial skills, each department offers Value-Added, Certificate, and Add-On Courses every year.

File Description	Documents
Upload additional information, if any	[View File](#)
Link for additional information	[https://www.suranacollege.edu.in/wp-content/uploads/2024/10/1.1.1-Doc-1-Curriculum-Development-Process.pdf](#)

1.1.2 - Number of Programmes where syllabus revision was carried out during the year

7

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	[View File](#)
Details of syllabus revision during the year	[View File](#)
Any additional information	[View File](#)

1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development offered by the Institution during the year

270

File Description	Documents
Curriculum / Syllabus of such courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	View File
MoUs with relevant organizations for these courses, if any	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of new courses introduced across all programmes offered during the year

130

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System

10

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	View File
List of Add on /Certificate programs (Data Template)	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values into the curriculum

Incorporating cross-cutting issues such as professional ethics, human values, gender equity, and environmental sustainability is crucial for institutions committed to fostering holistic development and responsible citizenship.

Professional ethics ensure that students adhere to high moral standards, promoting integrity, accountability, and transparency in their professional lives. Institutions achieve this through codes of conduct, ethics training, and the integration of ethical decision-making into the curriculum.

Human values, such as respect, empathy, and social responsibility, are cultivated through community service initiatives and a culture that values diversity and individual dignity. These values are embedded in the institution's mission and are reflected in its daily operations and interactions.

Gender equity is advanced by implementing policies and practices that promote equality and eliminate discrimination. This includes equal opportunities for all genders, fostering an inclusive environment, and addressing gender biases through education and awareness programs. Initiatives such as gender sensitization workshops and support systems for marginalized groups are vital.

Environmental sustainability is prioritized through eco-friendly campus initiatives, sustainability-focussed research. Institutions adopt practices such as reducing waste, conserving energy, promoting green technologies. By integrating these cross-cutting issues, institutions not only enhance educational outcomes but also contribute to the creation of just, equitable, sustainable society.

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	View File
Any additional information	View File

1.3.2 - Number of value-added courses for imparting transferable and life skills offered during the year

26

File Description	Documents
List of value-added courses	View File
Brochure or any other document relating to value-added courses	View File
Any additional information	View File

1.3.3 - Number of students enrolled in the courses under 1.3.2 above

1950

File Description	Documents
List of students enrolled	View File
Any additional information	View File

1.3.4 - Number of students undertaking field work/projects/ internships / student projects

1095

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	View File
Any additional information	View File

1.4 - Feedback System

1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is	**A. All 4 of the above**

obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni

File Description	Documents
Provide the URL for stakeholders' feedback report	https://www.suranacollege.edu.in/wp-content/uploads/2024/10/1.4.1-Stakeholder-Feedback-Analysis-Report.pdf
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	View File
Any additional information	View File

1.4.2 - The feedback system of the Institution comprises the following	**A. Feedback collected, analysed and action taken made available on the website**

File Description	Documents
Provide URL for stakeholders' feedback report	https://www.suranacollege.edu.in/wp-content/uploads/2024/10/1.4.2-Stakeholder-Feedback-Analysis-Report.pdf
Any additional information	View File

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment of Students

2.1.1.1 - Number of students admitted (year-wise) during the year

1125

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

2.1.2 - Number of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc.) as per the reservation policy during the year (exclusive of supernumerary seats)

562

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 students' learning levels and organises special programmes for both slow and advanced learners.

Institute implements several methods to identify learning levels among students. The identification process takes place between 40-45 days after each semester's classes start.

Mechanism for identifying Slow and Advanced learners includes:

1. Grades and performance from the prior semester or year

2. Observations and interactions in the classroom for at least 30 days

3. Course aptitude test performance

Measures Taken to bridge the gap between Slow and Average Learner:

- Remedial classes are conducted with appropriate focus on the course.
- Individual academic counselling.
- Peer to peer learning.
- Rigorous mentoring system by assigned mentors.
- Timely Mentor-Parent interactions.
- Activity based learning like, topic /unit wise tests, assignments, Quizzes etc.
- Solving previous years question papers.

Various activities are conducted for Advanced Learners:

- Advanced assignments or tasks are assigned.
- Motivation to participate in interactive activities like debates, group discussion.
- Advance learners are grouped with slow learners to promote peer learning.

- **Participation in various cultural, extra-curricular and research competitions in and out of the college.**
- **Guiding for career planning.**
- **Motivate to take up exams like, CMA, CA, PG CET, CS etc.**
- **Seminar on the advanced topic.**
- **Guiding and encouraging to communicate research papers in conferences and Journals.**
- **Encouragement to complete MOOC/Advanced courses.**
- **Encouragement Participation in Seminars/Conferences.**

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.suranacollege.edu.in/wp-content/uploads/2024/10/2.2.1-Consolidated-Report-of-Special-Programs-for-Slow-Learners-and-Advanced-Learners.pdf

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
30/06/2023	**2507**	**99**

File Description	Documents
Upload 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:

Institute's Vision and Mission itself encourages student centric outcome-based learning methods. With this learner centric approach institute is transforming students attitude form passive seeker to active and involved learner.

Student-centric approaches such as experiential learning, participative learning, and problem-solving methodologies enable students to engage in hands-on and collaborative projects across various programs.

Activities like dissertation projects involving data collection,

public relations for events, and internships broaden students'
imagination and experience, transforming them from passive seekers
to active participants in their learning journey.

Educational trips, industry visits, press visits, theatre visits,
surveys, and interactions with industry experts cultivate a self-
evaluative mindset in students, addressing gaps in the curriculum
and meeting industry demands. Discussions and debates on
contemporary issues are encouraged, and skill enhancement and
general courses are included to prepare students for life.

Active participation in research-based group projects of both
academic and practical significance fosters deeper engagement,
reflective thinking, problem-solving, and analytical skills.

Students also contribute to institutional governance by serving as
representatives on committees such as the Internal Quality
Assurance Cell, Anti-Ragging Cell, and Student Grievance Redressal
Cell, creating a vital link between academia and the professional
world.

File Description	Documents
Upload any additional information	View File
Link for additional Information	https://www.suranacollege.edu.in/wp-content/uploads/2024/11/2.3.1-Doc-1-Student-Centric-Methods-Reports-of-Activities-Conducted-for-Enhancing-Learning-Experiences.pdf

2.3.2 - Teachers use ICT-enabled tools including online resources for effective teaching and learning

Teachers utilize IT-enabled tools to enhance the teaching-learning
process effectively. All classrooms in the institute are equipped
with ICT facilities, including projectors and internet access.

The campus features a 500 Mbps bandwidth supported by access
points and routers, ensuring an uninterrupted data connection for
technology-driven education.

The institute also runs a YouTube channel, offering a wide range
of lectures and student-centric activities. In addition, faculty

members maintain their own YouTube channels or video-sharing platforms.

LCD projectors are commonly used by all teaching staff for effective subject delivery, complemented by podcasts, TED Talks, audio simulations, virtual labs, virtual conferences, webinars, social media engagement, and blogging—integral parts of the institute's IT-based student-centered approach.

The institute provides a language lab and software like Corel Draw and Photoshop, available to both students and teachers, enriching the classroom environment. E-content development and sharing are continuously undertaken for all programs, encouraging students to gain hands-on experience with the software provided.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	https://www.suranacollege.edu.in/wp-content/uploads/2024/10/2.3.2-ICT-Enabled-Tools-used-by-teachers-for-Effective-Teaching-Learning.pdf
Upload any additional information	View File

2.3.3 - Ratio of students to mentor for academic and other related issues

2.3.3.1 - Number of mentors

89

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	View File
Circulars with regard to assigning mentors to mentees	View File

2.3.4 - Preparation and adherence to Academic Calendar and Teaching Plans by the institution

The preparation of the Academic Calendar and Teaching Plans is a structured process that ensures the effective delivery of educational programs. The institution begins by establishing a

timeline that outlines key academic dates, including the start and end of terms, holidays, and examination periods. This calendar is developed through collaboration among faculty, administrative staff, and academic committees, ensuring alignment with institutional goals and regulatory requirements.

Once the Academic Calendar is finalized, faculty members create detailed Teaching Plans that outline course objectives, schedules, assessment methods, and learning activities. These plans are designed to meet the needs of diverse learners while adhering to curriculum standards.

Adherence to the Academic Calendar and Teaching Plans is monitored through regular evaluations and feedback mechanisms. Faculty members are encouraged to communicate any necessary adjustments due to unforeseen circumstances, ensuring flexibility without compromising educational quality.

Continuous professional development workshops also support faculty in effectively implementing their Teaching Plans, fostering a culture of accountability and excellence within the institution. This systematic approach enhances student engagement and academic success while maintaining alignment with institutional priorities.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	[View File](#)

2.4 - Teacher Profile and Quality

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

99

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	[View File](#)
List of the faculty members authenticated by the Head of HEI	[View File](#)
Any additional information	[View File](#)

2.4.2 - Number of full-time teachers with PhD/ D.M. / M.Ch. / D.N.B Super-Specialty / DSc / DLitt during the year

26

File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	View File
Any additional information	View File

2.4.3 - Total teaching experience of full-time teachers in the same institution: (Full-time teachers' total teaching experience in the current institution)

7

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	View File
Any additional information	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Number of days from the date of last semester-end/ year- end examination till the declaration of results during the year

13.5

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	View File
Any additional information	View File

2.5.2 - Number of students' complaints/grievances against evaluation against the total number who appeared in the examinations during the year

52

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	[View File]()
Upload any additional information	[View File]()

2.5.3 - IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in the Examination Management System (EMS) of the Institution

Examination procedures: Post notification by COE, QPs received from QP setters (Internal/External) are scrutinised by BOE, corrections incorporated, one among them picked for examination. 10% UG Examination papers reviewed by External evaluators, and all PG papers evaluated by Internal and External evaluators. Candidates scoring more than 35% marks in SEE and 40% marks in the aggregate with IA Marks are declared to have passed the course.

Processes/procedures integrating IT: On ERP students pay Examination Fees, download Application Form, submit for approval, and download Hall Tickets. Student's enrolment list is downloaded from ERP and used for room allocation during the examinations. The IA Marks entered by teachers are aggregated to result sheet for processing results. ERP supports direct attendance entry through mobile application.

Continuous Internal Assessment System: CIA has 40% and 30% weightage respectively at UG and PG level with two components C1 and C2. C1is test component for 20 Marks and C2 is for 20 Marks for which, tools like open-book tests, portfolios, case study/assignments, seminars/presentations, field work, internship / industrial practicum / project work, projects, dissertations, peer and self-assessment, etc. will be applied. Students final IA Marks are added to their SEE marks to process the results.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional Information	https://www.suranacollege.edu.in/wp-content/uploads/2024/10/2.5.3-Examination-Management-System.pdf

2.6 - Student Performance and Learning Outcomes

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

Program Outcomes are conveyed to students during induction program. They are displayed in the department notice board for first one week from the commencement of classes. It is uploaded on the LMA i.e., DHI. POs & COs are mentioned in the syllabus and circulated among students on regular basis.

COs are conveyed to parents and students during admission counselling, orientation program and during bridge courses. At the beginning and end of every unit course teacher make it point to orient on POs and COs.

COs are prepared by all the course teachers and are incorporated in the teaching pedagogies they are using. Throughout the unit course outcomes are repeated to make students understand the importance of that topic and its relevance in the programme. With the interdisciplinary learning and outcome base teaching learning process the spread of POs and COs has become important. Based on the COs and POs course assessment parameters are formed.

Regular FDP's and workshops are conducted by IQAC cell to understand and evolve the concept of outcome base learning among teachers.

Regular FDPs and workshops organized by the Internal Quality Assurance Cell help educators deepen their understanding of outcome-based learning and continually refine their teaching strategies.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	View File
Upload any additional information	View File
Link for additional Information	https://www.suranacollege.edu.in/wp-content/uploads/2024/10/2.6.1-Orientation-Programs-Report-for-Communication-of-PO-COs-to-Students-and-Faculties.pdf

2.6.2 - Attainment of Programme Outcomes and Course Outcomes as evaluated by the institution

The PO and CO attainment is done through direct methods based on internal assessment and external assessment. The process of attainment of COs, POs and PSOs starts from writing appropriate COs for each course of the program from 1 to 3 year in a degree programmes. The course outcomes are written by the respective faculty member using assessment rubrics for each COs suggested by Bloom's taxonomy.

Then a correlation was established between COs and POs in the scale of 1 to 3,

1 being the slight (low),

2 being moderate (medium) and

3 being substantial (high).

A mapping matrix is prepared in this regard for every course in the program including the language and soft skill subjects. Three internal assessment tests are conducted for each course in a semester. In each test, the percentage of students who achieve a set target (usually, 60% of the maximum marks, i.e., 15 of 25) for the COs that are covered is computed. After the three tests, the average of these percentages is computed to decide the attainment level. Any lacuna found will be rectified the next academic year.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://www.suranacollege.edu.in/wp-content/uploads/2024/10/2.6.2-Program-Wise-Vision-and-Mission.pdf

2.6.3 - Pass Percentage of students

2.6.3.1 - Total number of final year students who passed in the examinations conducted by Institution

699

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	View File
Upload any additional information	View File
Paste link for the annual report	https://www.suranacollege.edu.in/wp-content/uploads/2024/10/2.6.3-Annual-Report-of-COE-Highlighting-Pass-Percentage-of-Students.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

https://www.suranacollege.edu.in/wp-content/uploads/2024/10/2.7.1-Student-Satisfaction-Survey-Report-2023-24.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Promotion of Research and Facilities

3.1.1 - The institution's research facilities are frequently updated and there is a well-defined policy for promotion of research which is uploaded on the institutional website and implemented

Surana College, Research and Consultancy Cell dedicated towards progressive drive to nurture and promote 'Research Culture' among students and faculty to focus on research, consultancy services,

training deliverables for stakeholders both national and international.

Requisite Research Policy and Regulation documents like Ethics and Code of Conduct Policy, Seed Grant Scheme, Research Promotion Policy, Consultancy and Training Policy are in complete execution along with Surana Research, Consultancy and Extended Activities Policy.

The Research and Cell has Student Research Fellowship and External Research Fellowship for increasing the quality of research deliverables among faculty and students with expert mentors from various disciplines.

For year 2023-24, All research projects funded by KSTA, Department of Science and Technology, GOK was successfully completed. Department of Sanskrit and Hindi in Association with Research and Consultancy Cell and Vivekananda Study centre received grant for ICPR.

International conference-Gig Economy and India: Prospects, Challenges and Way Forward Strategies, organised by Five Days FDP(Online)-"Advanced Functional Materials and its Applications" held onSeptember 25th- 29th, 2023.

5-Days FDP on Nanotechnology in Healthcare: A Biomedical Prospective" organised by Dept of Biotechnology held on 27/11/23 - 1/12/2023. All faculty members are continuously participating Conference, Seminar and Workshop a regular contribution to the Institute.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	View File
Provide URL of policy document on promotion of research uploaded on the website	https://www.suranacollege.edu.in/wp-content/uploads/2024/10/3.1.1-Policy-Document-on-Promotion-of-Research.pdf
Any additional information	View File

3.1.2 - The institution provides seed money to its teachers for research

3.1.2.1 - Seed money provided by the institution to its teachers for research during the year (INR in lakhs)

0.39

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	View File
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	View File
List of teachers receiving grant and details of grant received	View File
Any additional information	View File

3.1.3 - Number of teachers who were awarded national / international fellowship(s) for advanced studies/research during the year

1

File Description	Documents
e-copies of the award letters of the teachers	View File
List of teachers and details of their international fellowship(s)	View File
Any additional information	View File

3.2 - Resource Mobilization for Research

3.2.1 - Grants received from Government and Non-Governmental agencies for research projects, endowments, Chairs during the year (INR in Lakhs)

0.75

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	View File
List of projects and grant details	View File
Any additional information	View File

3.2.2 - Number of teachers having research projects during the year

2

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://www.suranacollege.edu.in/wp-content/uploads/2024/10/3.2.2-Project-Completion-Letters.pdf
List of research projects during the year	View File

3.2.3 - Number of teachers recognised as research guides

2

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	View File
Institutional data in Prescribed format	View File

3.2.4 - Number of departments having research projects funded by Government and Non-Government agencies during the year

2

File Description	Documents
Supporting document from Funding Agencies	View File
Paste link to funding agencies' website	https://www.suranacollege.edu.in/wp-content/uploads/2024/10/3.2.4-e-copies-of-Award-letters-for-Research-Projects.pdf
Any additional information	View File

3.3 - Innovation Ecosystem

3.3.1 - Institution has created an ecosystem for innovations and creation and transfer of knowledge supported by dedicated centres for research, entrepreneurship, community orientation, incubation, etc.

Surana College fosters dynamic and innovative environment, encouraging students to engage with technology and address societal challenges. College's motto, "moulding character and career," reflects its commitment to holistic education. It offers resources and guidance for documentation, paper publication and patent acquisition. Institution hosts various events - seminars, workshops, guest lectures, focusing on entrepreneurship and providing insights from industry leaders. Specialized training enhances students understanding of product marketing.

Faculty use diverse teaching methods-traditional lectures, interactive teaching, technology enhanced instruction, to enrich learning experiences. College emphasizes the creation and sharing of knowledge.

Faculty's teaching experiences and talents are shared with students through various collaborations, fostering solid theoretical foundation supported by practical, general research and sound pedagogy. College promotes interdisciplinary collaboration among faculty and students from different departments. This encourages integration of diverse perspectives and expertise, leading to more comprehensive and innovative solutions

The Learning Circle initiative, "Let us exchange our ideas for a better society," under the Research and Consultancy Cell, promotes research and discussion. College's strong commitment to research is evidenced by faculty patents and student research fellowships. Surana College's ecosystem supports innovation and knowledge transfer, empowering students and faculty to lead in their fields

and contribute to societal advancements.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.suranacollege.edu.in/wp-content/uploads/2024/11/3.3.1-Institution-Eco-System-for-Innovations.pdf

3.3.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR), Entrepreneurship and Skill Development during the year

30

File Description	Documents
Report of the events	[View File](#)
List of workshops/seminars conducted during the year	[View File](#)
Any additional information	[View File](#)

3.4 - Research Publications and Awards

3.4.1 - The Institution ensures implementation of its Code of Ethics for Research uploaded in the website through the following: Research Advisory Committee Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check through authenticated software	A. All of the above

File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	[View File](#)
Any additional information	[View File](#)

3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year

3.4.2.1 - Number of PhD students registered during the year

2

File Description	Documents
URL to the research page on HEI website	https://www.suranacollege.edu.in/wp-content/uploads/2024/10/3.4.2-Copy-of-the-letter-received-from-Affiliating-University-regarding-allocation-of-Scholar-to-Research-Guide.pdf
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	View File
Any additional information	View File

3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website during the year

55

File Description	Documents
List of research papers by title, author, department, and year of publication	View File
Any additional information	View File

3.4.4 - Number of books and chapters in edited volumes / books published per teacher during the year

11

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.suranacollege.edu.in/wp-content/uploads/2024/10/3.4.4-e-copy-of-the-Cover-Page-Content-Page-and-First-Page-of-the-Publication-Indicating-ISBN-number-and-year-of-Publication-for-BooksChapters-and-Conference-Proceedings.pdf

3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed

3.4.5.1 - Total number of Citations in Scopus during the year

409

File Description	Documents
Any additional information	[View File](#)
Bibliometrics of the publications during the year	[View File](#)

3.4.6 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-Index of the University

3.4.6.1 - h-index of Scopus during the year

11

File Description	Documents
Bibiliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	[View File](#)
Any additional information	[View File](#)

3.5 - Consultancy

3.5.1 - Revenue generated from consultancy and corporate training during the year (INR in lakhs)

2.71

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	View File
List of consultants and revenue generated by them	View File
Any additional information	View File

3.5.2 - Total amount spent on developing facilities, training teachers and clerical/project staff for undertaking consultancy during the year

0.65

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	View File
List of training programmes, teachers and staff trained for undertaking consultancy	View File
List of facilities and staff available for undertaking consultancy	View File
Any additional information	View File

3.6 - Extension Activities

3.6.1 - Extension activities carried out in the neighbourhood sensitising students to social issues for their holistic development, and the impact thereof during the year

Our institution's departments, forums, clubs and student bodies have actively promoted excellence among students through variety of extension activities, social outreach initiatives and field trips.

Institution Forums - NCC and NSS have played crucial roles in social outreach. NCC's initiatives included Girl Child Day, Cleanliness Drives and visits to Orphanages. NSS focused on Drug Awareness, Plantation Drives, visits to Orphanages, Making Notable Contributions to Community Welfare.

Rotaract organized impactful events like "Bhogdaan," "Green Miles," and eye checkup camp, while the Student Council coordinated Blood Donation Drives and Mega Health Camps. Their "Learn to Learn" project involved students teaching science, math, and computer science to higher primary students and the "School Bell" project included creating murals at Government School. Student Council addressed gender sensitization issues.

Hindi Department visited Coffee Board of India, emphasizing the significance of Hindi language. Sanskrit Department organized trips to culturally and religiously significant towns. History Department's visit to Research Center for Cultural Heritage in Ramnagara expanded students' understanding of cultural conservation. Botany Department's excursions to IIHR and Lal Bagh deepened practical botanical knowledge.

These concerted efforts have significantly contributed to the holistic development of students, fostering community service, academic excellence, and cultural appreciation.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.suranacollege.edu.in/wp-content/uploads/2024/10/3.6.1-Program-Report-with-Photographs-Institutional-Social-Responsibility-Activities.pdf

3.6.2 - Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government-recognised bodies during the year

1

File Description	Documents
Number of awards for extension activities in during the year	[View File](#)
e-copy of the award letters	[View File](#)
Any additional information	[View File](#)

3.6.3 - Number of extension and outreach programmes conducted by the institution through

NSS/NCC/Red Cross/YRC, etc. during the year (including Government-initiated programmes such as Swachh Bharat, AIDS Awareness, and Gender Sensitization and those organised in collaboration with industry, community and NGOs)

64

File Description	Documents
Reports of the events organized	View File
Any additional information	View File

3.6.4 - Number of students participating in extension activities listed in 3.6.3 during the year

1543

File Description	Documents
Reports of the events	View File
Any additional information	View File

3.7 - Collaboration

3.7.1 - Number of collaborative activities during the year for research/ faculty exchange/ student exchange/ internship/ on-the-job training/ project work

209

File Description	Documents
Copies of documents highlighting collaboration	View File
Any additional information	View File

3.7.2 - Number of functional MoUs with institutions of national and/or international importance, other universities, industries, corporate houses, etc. during the year (only functional MoUs with ongoing activities to be considered)

30

File Description	Documents
e-copies of the MoUs with institution/ industry/ corporate house	View File
Details of functional MoUs with institutions of national, international importance, other institutions etc. during the year	View File
Any additional information	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 equipments, etc.

Surana College operates out of two integrated campuses i.e., one is in South-End Road, Bangalore-04 and another is in Kengeri Satellite Town Bangalore-60. State-of-the-art infrastructure facilities are being created at the South-End Campus on 0.667 acres of land with a built-up area of 7409 Sqm. Similarly, top-class amenities are being provided at the Kengeri Campus on 0.521 acres with a built-up area of 5192.33 Sqm. (Total built-up area 12,601.33 Sqm).

The infrastructure details are as follows: -

- Out of 70 (average area: 572 SqFt/classroom) 57 classrooms, an auditorium and 2 seminar halls are enabled with ICT facilities.
- 14 laboratories (average area: 1119 SqFt/lab).
- The library has a carpet area of 2625 SqFt/(Seating Capacity: 80) and 1852 SqFt (Seating Capacity: 120) at South End& Kengeri respectively.
- Out of 457 Computers 428 are connected to the internet with a bandwidth of 500/1000 MBPS.
- An auditorium (Seating Capacity: 275), a seminar hall (Seating Capacity: 100) at Kengeri and South-End (Seating Capacity: 200) are created.

Apart from the above which are created in line with the statutory requirements of the governing authorities, adequate facilities are also available for staffrooms, Principal cabins, office and administrative areas and other allied facilities.

File Description	Documents
Upload any additional information	[View File]()
Paste link for additional information	https://www.suranacollege.edu.in/wp-content/uploads/2024/10/4.1.1-Geotagged-photos-of-Facilities-for-Teaching-Learning.pdf

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

State-of-the-art infrastructure facilities for sports and cultural activities are being created at both the Campuses. Details as follows:

- **A separate Room for Physical Education Director, facilities for indoor games like: Table Tennis, Chess & Carom are being provided in both campuses.**
- **Shuttle Badminton court & Well-equipped Gym has been provided (56 Sqm) in South End campus.**
- **The college has obtained a utility letter from the concerned authority to make use of the Armugam Ground for the purpose of NCC & outdoor sports events.**
- **The institute will make use of the Corporation grounds to conduct the Annual Sports meet.**
- **To promote the sports personalities at National & International level, the College supports students to enrol in SAI, DYSS & other reputed sports organizations.**
- **A room of 68 Sqm. is well equipped and developed as Yoga and cultural practice room at South End campus.**
- **An auditorium (seating capacity 275) with cutting-edge technology and a Seminar Hall (seating capacity 100) with the plug & play facility have been created at Kengeri campus.**
- **An Auditorium/Seminar Hall (seating capacity 200) with plug & play facility to cater to the needs of cultural activities at South End campus**

File Description	Documents
Geotagged pictures	[View File](#)
Upload any additional information	[View File](#)
Paste link for additional information	https://www.suranacollege.edu.in/wp-content/uploads/2024/10/4.1.2-Specification-about-area-size-year-of-establishment-Sports-and-Cultural-facilities-1.pdf

4.1.3 - Number of classrooms and seminar halls with ICT-enabled facilities

60

File Description	Documents
Upload any additional information	[View File](#)
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	[View File](#)

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

80.62

File Description	Documents
Upload audited utilization statements	[View File](#)
Details of Expenditure, excluding salary, during the years	[View File](#)
Any additional information	[View File](#)

4.2 - Library as a Learning Resource

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

Name of the ILMS software: EasyLib

Nature of automation (fully or partially): Partially

Version:WEB OPAC 6.2

Year of Automation:2004

Highlights

- **Surana College Library functioning in both South End (2625 SqFt) and Kengeri (1852 SqFt)campuses**
- **Two qualified Librarians are looking after the libraries.**
- **Since the beginning, both libraries have an Open Access System and are partially automated withEasyLib Web OPAC 6.2software.**
- **DDC system is adopted for classification and cataloguing services are provided on OPAC. (https://suranaj.easylib.net)**
- **The South End Campus Library is functioning with a seating capacity of 80 users at a time. At present, about 26319 books, 26 journals, 17 magazines and 8 newspapers are available.**
- **Kengeri Campus Library functions with a seating capacity of 120 users at a time. At present 18001 books, 93 journals, 25 magazines and 15 newspapers are available.**
- **Apart from these, many numbers of e-books and e-journals are available through NLIST/INFLIBNET and DELNET.**
- **Digitized (pdf) versions of previous years' Question Papers (https://qr-codes.io/RRFuaF&https://bit.ly/3ittHq5) and SCL-One Reference Library (https://bit.ly/33MtHeZ) are made online available to users. Users can access the same anywhere and anytime.**

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.suranacollege.edu.in/wp-content/uploads/2024/10/4.2.1-Library-Activities.pdf

4.2.2 - Institution has access to the following: e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access to e-resources	**A. Any 4 or more of the above**

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	View File
Upload any additional information	View File

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

8.74

File Description	Documents
Audited statements of accounts	View File
Any additional information	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 - Usage of library by teachers and students (footfalls and login data for online access)

4.2.4.1 - Number of teachers and students using the library per day during the year

162

File Description	Documents
Upload details of library usage by teachers and students	View File
Any additional information	View File

4.3 - IT Infrastructure

4.3.1 - Institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities

The IT policy is designed to develop and regularly update technological facilities to stay aligned with evolving needs. The campus is equipped with a comprehensive network infrastructure, including LAN and Wi-Fi, supported by structured network cabling. The entire campus is connected through a 1 Gbps LAN and Wi-Fi, ensuring seamless communication. Computer labs are connected withhigh-speed connection of 1 Gbps network switches backed by fibre optics.

Sophos firewall XG210 is employed to ensure cybersecurity. Features such as application-level bandwidth control, quota management, Intrusion Prevention Systems (IPS), content filtering, and antivirus scanning are integrated into the gateway.

In terms of hardware and software, personal computing devices, peripherals, networking equipment, and telecommunication tools are procured and installed as needed. Both licensed Microsoft software and open-source alternatives are made available for students and staff, ensuring flexibility and compliance.

IT facilities are regularly upgraded, including recent enhancements like the transition to UNIFY for improved access points, ensuring better network performance and connectivity across the campus. This comprehensive approach ensures the campus remains technologically advanced and secure.

The IT department had a budget of ?45 lakhs for the academic year 2023-24, with an expenditure of ?38,71,000.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	[https://www.suranacollege.edu.in/wp-content/uploads/2024/10/4.3.1-Institutions-Information-Technology-IT-Policy.pdf](#)

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
2507	260

File Description	Documents
Upload any additional information	[View File](#)

4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus	A. ?50 Mbps

File Description	Documents
Details of bandwidth available in the Institution	View File
Upload any additional information	View File

4.3.4 - Institution has facilities for e-content development: Facilities available for e-content development Media Centre Audio-Visual Centre Lecture Capturing System (LCS) Mixing equipments and software for editing	**D. Any one of the above**

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.suranacollege.edu.in/wp-content/uploads/2024/11/4.3.4-Recording-Facility.pdf
List of facilities for e-content development (Data Template)	View File

4.4 - Maintenance of Campus Infrastructure

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

451.8

File Description	Documents
Audited statements of accounts	View File
Upload any additional information	View File

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

Established systems and procedures for maintaining and utilizing physical, academic and support facilities as follows:

- **The utilization and maintenance of infrastructure at campus is handled by separate teams headed by the Manager. Maintenance and upkeep of facilities are undertaken**

- regularly both through in-house staff and AMC outsourced to expert agencies.
- Most of the facilities like lifts, ACs, Generators, Aquagaurds, Extinguishers, Computers etc. are maintained through AMCs.During 2023-24, amount spent on Rs. 6.52 lakhs
- Qualified Electrician and plumber are appointed for campus maintenance and monitored through regular inspection.
- Classrooms are allotted as per prescribed timetable. Teachers use teaching aids like LCD, Laptops for teaching. These are all well maintained by maintenance team.
- College has Sufficient ICT facilities with latest configuration. One System Administrator on each campus is looking after these facilities.
- Laboratories equipment's are procured in structured manner and maintained regularly.
- Libraries are managed by qualified Librarians with Library Assistants and supporting staff.
- Sport Facilities are maintained well, under the guidance of PED.
- Logbooks are maintained and prior intimation/permission is required for using Auditorium/Seminar-Hall. Official in-charge will take care of arrangements once it is booked.
- Transportation vehicles are monitored & maintained by the official in-charge periodically.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.suranacollege.edu.in/wp-content/uploads/2024/10/4.4.2-Policy-on-established-systems-and-procedures-for-maintaining-and-utilizing-physical-abd-academic-support-facilities.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefitted by scholarships and freeships provided by the Government during the year

124

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	View File
Upload any additional information	View File

5.1.2 - Number of students benefitted by scholarships and freeships provided by the institution and non-government agencies during the year

512

File Description	Documents
Upload any additional information	View File
Institutional data in prescribed format	View File

5.1.3 - The following Capacity Development and Skill Enhancement activities are organised for improving students' capabilities Soft Skills Language and Communication Skills Life Skills (Yoga, Physical fitness, Health and Hygiene) Awareness of Trends in Technology	**B. Any 3 of the above**

File Description	Documents
Link to Institutional website	https://www.suranacollege.edu.in/wp-content/uploads/2024/10/5.1.3-Detailed-Report-of-the-Capability-Development-and-Schemes.pdf
Details of capability development and schemes	View File
Any additional information	View File

5.1.4 - Number of students benefitted from guidance/coaching for competitive examinations and career counselling offered by the institution during the year

341

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

5.1.5 - The institution adopts the following mechanism for redressal of students' grievances, including sexual harassment and ragging: Implementation of guidelines of statutory/regulatory bodies Creating awareness and implementation of policies with zero tolerance Mechanism for submission of online/offline students' grievances Timely redressal of grievances through appropriate committees	A. All of the above

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

5.2 - Student Progression

5.2.1 - Number of outgoing students who got placement during the year

143

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

5.2.2 - Number of outgoing students progressing to higher education

162

File Description	Documents
Upload supporting data for students/alumni	View File
Details of students who went for higher education	View File
Any additional information	View File

5.2.3 - Number of students qualifying in state/ national/ international level examinations during the year

5.2.3.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government examinations) during the year

0

File Description	Documents
Upload supporting data for students/alumni	View File
Any additional information	View File

5.3 - Student Participation and Activities

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

29

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File

5.3.2 - Presence of an active Student Council and representation of students in academic and administrative bodies/committees of the institution

The Student Council successfully concluded its sixth year, emphasizing practical learning, problem-solving, and student participation. Elections appointed new leaders, and sub-committees were formed to distribute responsibilities effectively.

Throughout the year 2023, the Council implemented various programs, and curricular and extracurricular initiatives to enhance the student experiences. These activities fostered learning beyond the classroom, promoting a sense of belonging and mutual respect among students from diverse cultures. Practical terms and experiential learning through project work and workshops improved technical and soft skills. Health camps and career guidance programs supported holistic student development. Youth Day celebrations and engagements with notable personalities offered real-world perspectives and role models. Field trips and awareness campaigns enhanced social awareness and civic engagement. Fundraising events and academic fest participation cultivated teamwork and organizational skills, while intercollegiate fest initiatives allowed students to showcase their talents.

Participation in these initiatives equipped students with essential skills like self-confidence, organization, and problem-solving. This holistic approach led to increased involvement, with 190 students joining the Council for 2023-24. The Council's efforts enriched the educational experience and fostered a vibrant student community, upholding its mission of promoting personal and academic growth.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.suranacollege.edu.in/wp-content/uploads/2024/10/5.3.2-Student-Council-and-Representation-of-students-in-Academic-and-Administrative-Bodies.pdf

5.3.3 - Number of sports and cultural events / competitions organised by the institution

13

File Description	Documents
Report of the event	View File
List of sports and cultural events / competitions organised per year	View File
Upload any additional information	View File

5.4 - Alumni Engagement

5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute significantly to the development of the institution through financial and other support services

Surana Educational Institution has an active Alumni Association being registered during the year 2012-13 with the Registration No.: DRB-C/SOR/91/2012-13.

Mission:

- The objective is of this organization shall be to promote and support Surana group of Institutions wherever possible and to establish strong relationship between the Alumni Association and present students.
- It works to bridge the gap between the Institution and the alumni. It is the central point of contact among alumni to interact and network with each other.

It conducts regular meetings wherein the members closely interact with each other on issues pertaining to the development of the students.

Their ideas/suggestions are duly recognized and implemented by the college. Alumni meet was held on 3rd June 2023. Election of students for various posts were done and various activities were done.

The alumnus has been contributing financially where more than 644 Members have newly joined to Alumni association and contributed financially Rs. 6,44,000/ to the development of the institution, its non-financial contribution includes career guidance, workshops, guest lectures, Seminars, Panel discussions.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://www.suranacollege.edu.in/wp-content/uploads/2024/10/5.4.1-Minutes-of-Meeting-of-Alumni-Association.pdf

5.4.2 - Alumni's financial contribution during the year	C. 5 Lakhs - 10 Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the Institution

Surana College -Autonomous has provided quality, need-based education to all sections of society since its inception in line with the vision statement. The institution has a proven track record of transforming average students into achievers who secure distinctions and ranks. Focused on both academic excellence and holistic development, the college consistently incorporates value-added components into its curriculum, blending academic and co-curricular components.

The institution aims to mould students into self-reliant, independent thinkers who are globally competent, skilled, socially responsible, and imbued with human values. It fosters research that challenges conventional life through imparting management leadership, encouraging innovative and lateral thinking.

Active involvement of both students and staff is central to the college's activities, including community service and maintaining a vibrant academic environment. Parents, scholars, veterans, and prominent citizens provide valuable feedback and motivation, while the corporate sector and socio-cultural organizations seek out the college's graduates.

Faculty members are committed to identifying and nurturing

leadership at various levels, promoting a holistic, 360-degree perspective. The strong academic rapport between students and faculty enhances learning outcomes and sustains a joyful learning atmosphere. The college's success is further supported by robust management and interdepartmental collaboration, which contribute to its proud standing.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional Information	https://www.suranacollege.edu.in/wp-content/uploads/2024/10/6.1.1-Organogram-on-the-institution.pdf

6.1.2 - Effective leadership is reflected in various institutional practices such as decentralization and participative management

The Institution has built its administrative structure around the principles of decentralization, ensuring it stays relevant and adaptive over time. It has a proven track record of strength and durability, supported by consistent leadership and a network of participatory decision-making. To address issues like administrative concerns, teacher attrition, and adapting to a rapidly changing world, teachers actively participate in academic and administrative committees. Beyond their regular teaching duties, they also provide remedial coaching, academic and career counselling, and student mentoring. Decision-making bodies are structured to oversee departmental operations and promote institutional progress at all levels, from the student body to administration. Individual departments enjoy autonomy in curriculum design, career counselling, and organizing co-curricular activities.

Class Mentors, Welfare Officers, and Student Counsellors play key roles in supporting students' holistic development. They maintain regular communication with the College's administration, discussing relevant issues in meetings and working towards solutions or policies. The college has embraced a consultative leadership model, encouraging and implementing suggestions from all stakeholders to strengthen its leadership and overall

functioning with singing up MOUs to help student community.

File Description	Documents
Upload strategic plan and deployment documents on the website	[View File](#)
Upload any additional information	[View File](#)
Paste link for additional Information	https://www.suranacollege.edu.in/wp-content/uploads/2024/10/6.1.2-Participation-of-Teachers-in-Governance.pdf

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ Perspective plan has been clearly articulated and implemented

The institutional strategic plan, directed by the IQAC, aims to enhance all departments of the college, focusing on key areas of quality assurance. These areas include curriculum delivery, student competency enrichment, faculty development, strengthening research, collaborative agreements, extension and outreach services, environmental protection, and optimal use of human and financial resources.

One successful outcome of the strategic plan has been the strengthening of research activities. Key initiatives include the formation of research committees, faculty patents, ongoing student and faculty research projects, and the development of a research policy. The institution has also invested in research equipment

and innovations, with external funding support.

Researchers are provided with office space, equipment, and internet access to aid their studies. In colloquiums, they present their findings, encouraging young faculty members to seek external funding. Faculty and students alike have shown great interest in presenting a wide variety of research topics, and student involvement in research has significantly increased. The programs offered have boosted students' confidence and their ability to deliver quality presentations, with more students now considering a career in research.

This approach has fostered a vibrant research culture within the institution, promoting academic growth and innovation.

File Description	Documents
Strategic Plan and deployment documents on the website	[View File](#)
Paste link for additional information	https://www.suranacollege.edu.in/wp-content/uploads/2024/11/6.2.1-Doc-1-Strategic-Plan-Deployment.pdf
Upload any additional information	[View File](#)

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

The institution's structure is designed to support effective governance, participative management, and decision-making in academic, financial and general administrative affairs. Statutory bodies are constituted in line with UGC guidelines:

Board of Governors This is the highest governing body, responsible for monitoring the institution's progress and recommending initiatives for its growth and development. Its goal is to shape the institution to meet the highest standards in education.

Academic Council

The Academic Council oversees the formulation of academic policies, approval of courses, regulations, and syllabi. It

involves faculty at all levels as well as external experts, including representatives from University, Government, Industry and Alumni.

Board of Studies

This body frames syllabi for various courses, regularly reviews and updates them, introduces new courses, determines assessment patterns, and recommends examiners.

Board of Examiners

Responsible for setting, reviewing, and moderating question papers, this body supervises the evaluation and moderation process.

Finance Committee The Finance Committee prepares the college's income and expenditure statements, submitting them to the AFRC for fee fixation. It serves as an advisory body to the Board of Governors on financial matters.

Principal

The head of the institution provides leadership and is responsible for the day-to-day operations.

File Description	Documents
Paste link to Organogram on the institution webpage	https://www.suranacollege.edu.in/wp-content/uploads/2024/10/6.2.2-Organogram-on-the-institution.pdf
Upload any additional information	View File
Paste link for additional Information	https://www.suranacollege.edu.in/wp-content/uploads/2024/10/6.2.2-Functioning-of-the-Various-Bodies-in-the-Institution.pdf

6.2.3 - Implementation of e-governance in areas of operation: Administration Finance and Accounts Student Admission and	A. All of the above

Support Examination

File Description	Documents
ERP (Enterprise Resource Planning) Documen	View File
Screen shots of user interfaces	View File
Details of implementation of e-governance in areas of operation	View File
Any additional information	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff and avenues for their career development/ progression

Human resources are central to the institute's operations, with a strong focus on both financial and overall well-being. The institute supports staff through various welfare measures, including:

- Medi-claim policy and Employee State Insurance (ESI)
- Employee Provident Fund (EPF) facilities
- Sponsored training programs
- Official On-Duty (OOD) leave for exams, workshops, orientation courses, refresher courses, and conferences
- Travel allowances and lodging expenses for external visits
- Seed money and OOD leave for research
- Monthly increments of up to Rs 10,000 for Ph.D. awards
- Incentives for staff who motivate students to achieve university ranks and excellent results
- Fee concessions for staff's children studying in college
- Recreational tours and Teacher's Day celebrations
- Financial support for faculty memberships in professional bodies or clubs
- Leave benefits
- Cash prizes and certificates for staff completing 5, 10, 15, or 20 years of service
- Loans from the Staff Club
- Laptops and data cards for teachers based on their roles
- Blazers for teaching and office staff
- Access to college ICT facilities for research
- Mobile phone facility with corporate connection based on role
- Free uniforms for housekeeping staff

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.suranacollege.edu.in/wp-content/uploads/2024/10/6.3.1-List-of-Welfare-Measures-and-Beneficiaries.pdf

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

17

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 programmes organized by the Institution for its teaching and non-teaching staff during the year

13

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	[View File](#)
Upload any additional information	[View File](#)

6.3.4 - Number of teachers who have undergone online/ face-to-face Faculty Development Programmes during the year: (Professional Development Programmes, Orientation / Induction Programmes, Refresher Courses, Short-Term Course, etc.)

51

File Description	Documents
Summary of the IQAC report	View File
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	View File
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly

Institution has a well-established finance committee for monitoring and management of finances. Qualified internal Auditors from external resources are permanently appointed.

External audit is carried out elaborately on yearly basis by Td Jain and Diskaria, CA. Team of staff do thorough check and verifications of vouchers, records and books, e-statements of the transactions, budget estimations, cash transactions, bank reconciliation statements and verification of events in financial managements.

Mechanism of Internal Audit:

- Verifications of student's fee registers.
- Authorization of fees concessions, controls, policies.
- Examining the statutory payments to EPF, ESI, TDS, Income Tax.
- Examining the Bank Passbook.
- Examining Grants, sponsorships, deposits, payments.
- Interdepartmental stock checking.

Internal audit is carried out yearly twice:

1st Audit – March to obtain budgets and approvals.

2nd Audit – September to review utilization of budgets.

Mechanism and settlement of objections of External Audit:

- Examining the policies, procedures, and regulations
- Vouching the receipts by JV, payments, PO, etc.

- **Verify the salary payment, TDS, Income Tax, EPF, ESI, Professional tax, Gratuity.**
- **Examining the property titles, approvals, fee payments to regulation bodies**
- **Evaluating fee receipts.**
- **Certify the audit report.**
- **Filing the Income Tax returns regularly**

Audit objections raised by audit firm, discussed in finance committee and action taken report is submitted.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.suranacollege.edu.in/wp-content/uploads/2024/10/6.4.1-Appointment-letter-of-Internal-Auditors-External-Auditors.pdf

6.4.2 - Funds / Grants received from non-government bodies, individuals, and philanthropists during the year (not covered in Criterion III and V) (INR in lakhs)

3.87

File Description	Documents
Annual statements of accounts	View File
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	View File
Any additional information	View File

6.4.3 - Institutional strategies for mobilisation of funds and the optimal utilisation of resources

The institution has a strategic approach to mobilizing funds and resources, using several methods:

- **Self-generated funds through student fees ensure financial viability.**
- **The GDA Foundation oversees fundraising and infrastructure development.**
- **Annual funds are received from corporate partners, such as Micro Labs.**

- **Interest earned from the corpus fund contributes to finances.**
- **Grants are obtained from government bodies like UGC, NAAC, and KSTA.**
- **Donations from NGOs and philanthropists provide additional support.**
- **The institution's prime location facilitates easy commuting and funding through outsourced infrastructure and human resources.**
- **The state-of-the-art auditorium attracts funds for hosting educational programs.**
- **Alumni contributions also support financial needs.**

To ensure optimal fund utilization:

- **Teaching and non-teaching departments submit budget requirements for routine activities.**
- **Funds are allocated for effective teaching and learning programs, including orientation, induction, training, research, workshops, and interdisciplinary activities to maintain quality education.**
- **Budgets cover daily operations, administrative expenses, and maintenance of fixed assets.**
- **Investments are made in enhancing library facilities and acquiring journals.**
- **Funds are dedicated to developing and maintaining infrastructure.**
- **Resources are allocated to social service activities through NSS, NCC, Rotaract, and the Student Council.**

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional Information	https://www.suranacollege.edu.in/wp-content/uploads/2024/10/6.4.3-Institutional-Strategies-for-Mobilization-of-Funds--Other-Income.pdf

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance strategies and processes visible in terms of incremental improvements made

during the preceding year with regard to quality (in case of the First Cycle): Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles)

Practice -1 Partners in Excellence Session

Surana IQAC is dedicated to inculcating collaborative learning among faculty members in which educators work together, share knowledge, skills, and experiences to enhance teaching practices, improve student outcomes, and promote a culture of continuous professional growth. On similar lines IQAC came up with an initiative of Lecture series "Partners in excellence" which enabled the faculty members to benefit from each other's expertise and diverse perspectives. These groups help in fostering collaboration and innovative practices.

Practice – 2 CO-PO Orientation

Outcome-Based Education (OBE) framework is essential to ensure that students gain the necessary skills, knowledge, and attitudes required to succeed in their careers and the two critical components of this framework are Course Outcomes (COs) and Program Outcomes (POs). Surana IQAC is committed to raising awareness among the faculty members about framing of the Program Outcomes and Course Outcomes and how these outcome guides teaching and learning and to also enable them in designing, delivering, and assessing courses in line with COs and POs have come up with workshops.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.suranacollege.edu.in/wp-content/uploads/2024/10/6.5.1-Structure-and-Mechanism-for-Internal-Quality-Assurance-Cell.pdf

6.5.2 - The institution reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC as per norms

The IQAC employs a streamlined approach to evaluate the teaching plan, learning process, innovative pedagogies, and assessment of the learning outcomes.

Orientation on Teaching and Learning: Department heads conduct an

orientation based on the previous year's review, covering the teaching-learning process, desired course outcomes, and pedagogical strategies.

Course Plan: Faculty members submit detailed course plans that include topics, pedagogical methods, skill development, ICT integration, and expected outcomes, reflecting insights from the previous year's evaluations.

Decentralized Course Outline Review: Submitted course plans are reviewed and approved by a department panel. The Learning Management System (LMS) committee trains faculty on using the platform and regularly assesses content and curriculum delivery.

Use of Student-Centred Pedagogy: A learning level identification mechanism guides the evaluation of teaching methods for both slow and advanced learners.

Work-Done Diary: Instructors document daily teaching-learning interactions in a work-done diary, contributing to an annual self-evaluation.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.suranacollege.edu.in/wp-content/uploads/2024/11/6.5.2-Implementation-of-Teaching-Learning-Reforms-Facilitated-by-IQAC.pdf

6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used for improvement of the institution Collaborative quality initiatives with other institution(s) Participation in NIRF Any other quality audit recognized by state, national or international agencies (such as ISO Certification)	A. Any 4 or all of the above

File Description	Documents
Paste the web link of annual reports of the Institution	https://www.suranacollege.edu.in/wp-content/uploads/2024/11/6.5.3-Annual-Report-of-the-Institution.pdf
Upload e-copies of accreditations and certification	View File
Upload details of quality assurance initiatives of the institution	View File
Upload any additional information	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

Institution values, policies and objectives, clearly show gender equity and sensitization of students and staff in conduct of curricular and co-curricular activities and provision of facilities for safety and security.

SHE Cell has been constituted in the college which aims at removal of gender bias or discrimination, sexual harassment, and other acts of gender-based violence by organizing awareness programmes and campaigns for the benefit of stakeholder.

Grievance Redressal Cell, Anti-Ragging Cell, Sexual Harassment Elimination Cell - part of women welfare committee, Students council, Mentoring committee cares for the well-being of students and staff. Functions of these committees are displayed on the website and Students are oriented during induction program.

Institution provides safety and security facilities for the staffs and students as follows

- **CCTV Surveillance throughout the campus and security arrangement.**
- **Students wear ID cards.**
- **Outsiders are checked by security staff.**
- **Counselling Centre and good mentoring system take care of students' academic, emotional, social and cognitive development.**

- **Separate washroom facilities for girls and boys.**
- **Washrooms are provided with sanitary napkin vending and disposal machine for safe and hygienic disposal of sanitary napkins.**
- **Day care facility.**
- **Assistance from lawyer and Doctor.**

Institution promotes gender sensitization through workshops, seminars, guest lectures, and counselling.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional Information	https://www.suranacollege.edu.in/wp-content/uploads/2024/10/7.1.1-Curricular-and-Co-Extracurricular-Activities-Promoting-Gender-Equity-and-Sensitization.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation: Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power-efficient equipment	**A. Any 4 or All of the above**

File Description	Documents
Geotagged 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 a maximum of 200 words)

Solid Waste:

Campus practices source-level trash segregation, where Recycling and disposal were carried out. At strategic spots across the campus, separate trash cans for dry, wet, plastic and e-waste are maintained. Wastes were divided into biodegradable and non-decomposable.

Campus's garbage is cleaned by housekeeping crew, who then gathers it and deposits into the larger bins at disposal site in a separated way. BBMP vans transport garbage from there. Separate containers to collect food waste are kept in canteen to handle wet waste generated from on-campus cafeteria, leftovers from tiffin boxes of students, teachers and non-teaching employees.

E-Waste: Computer Science Department has signed MOU with Star Roshan Enterprises for Managing E-waste of College.

Department conducts regular awareness programme on E-waste. "Green Gadget guardians -2024 "conducted by Dept, aimed to promote environmental sustainability and responsible waste management by facilitating safe disposal and recycling of electronic waste.

Hazardous Wastes:

Chemicals used in labs were disposed of by Neutralization of chemicals. Students are asked to collect and pour the acidic and basic solutions into respective acid and base carboys after every lab. Once in a week, students neutralize the respective solutions present in the carboys, then pour contents to the sink.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geotagged photographs of the facilities	View File
Any other relevant information	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

File Description	Documents
Geotagged 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: 1. **Restricted entry of automobiles** 2. **Use of bicycles/ Battery-powered vehicles** 3. **Pedestrian-friendly pathways** 4. **Ban on use of plastic** 5. **Landscaping**	**A. Any 4 or All of the above**

File Description	Documents
Geotagged 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 undertaken by the institution

7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following: 1. **Green audit** 2. **Energy audit** 3. **Environment audit** 4. **Clean and green campus recognitions/awards** 5. **Beyond the campus environmental promotional activities**	**A. Any 4 or all of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

7.1.7 - The Institution has a disabled-friendly and barrier-free environment: Ramps/lifts for easy access to classrooms and centres Disabled-friendly washrooms Signage including tactile path lights, display boards and signposts Assistive technology and facilities for persons with disabilities: accessible website, screen-reading software, mechanized equipment, etc. Provision for enquiry and information: Human assistance, reader, scribe, soft copies of reading materials, screen reading, etc.	A. Any 4 or all of the above

File Description	Documents
Geotagged photographs / videos of facilities	View File
Policy documents and brochures on the support to be provided	View File
Details of the software procured for providing assistance	View File
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, socio-economic and other diversities (within a maximum of 200 words).

The institution fosters tolerance and peace towards diverse cultures, faiths, and other diversity by creating an inclusive environment. Such information promotes growth while also allowing for fresh discoveries about different civilizations. College encourages cultural acceptance and education, which can assist in removal of cultural barriers when dealing with individuals from

varied backgrounds.

Institution provides friendly environment for all regardless of their linguistic, cultural, regional, racial, socioeconomic or other distinctions. College conducts range of sports and cultural programmes that promote mutual tolerance.

Krishna Janmashtami, Ganesha Chaturthi, Lakshmi Pooja, Kannada Rajyotsava, Vishwa Manav Divasa, Vishwa Kavitha Divasa and Annual Day 'Parva' are all days to remember. This encourages pleasant interaction among students of different ethnic and cultural backgrounds. Institute has number of grievance redressal cells for students and women, resolve complaints without regard to anyone's ethnicity or cultural background.

All students, teachers and other staff members are obligated to follow an institute-wide code of ethics, regardless of cultural, geographical, linguistic, communal, social, or other distinctions.

The college ensures that students participate in all such activities with zeal. Since the previous year, college has made significant efforts to improve student comprehension of and adherence to appropriate processes in this regard.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	[View File](#)

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

The sensitization of students regarding constitutional obligations is a core focus at Surana College, aimed at creating informed and responsible citizens. Various programs, including workshops, seminars, and guest lectures, are organized to deepen students' understanding of the Indian Constitution, its fundamental rights, duties, and governance structure. These initiatives foster a sense of civic responsibility, encouraging students to uphold democratic values such as justice, equality, and fraternity.

For instance, Surana College regularly commemorates significant national events like Independence Day, Republic Day, and Kargil Vijay Diwas, reinforcing patriotic sentiments and constitutional awareness. The National Cadet Corps (NCC) and National Service Scheme (NSS) are actively involved in these efforts, conducting events that emphasize discipline, leadership, and community service.

Additionally, the college hosts specialized sessions on critical topics such as the Uniform Civil Code, human rights, and social justice, further aligning students' academic journey with constitutional values. Document 1 provides a comprehensive overview of these sensitization initiatives, highlighting Surana College's dedication to nurturing a constitutionally aware student body committed to national development. Through these programs, the college promotes responsible citizenship and contributes to nation-building.

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	View File
Any other relevant information	View File

7.1.10 - The institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic sensitization 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 Annual awareness programmes on the Code of Conduct are organized	A. All of the above

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 programmes, 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

India observes a number of commemoration days all year long to celebrate and pay tribute to historical figures and events. Republic Day, observed on January 26 every year to commemorate the day the Indian Constitution went into force in 1950, is one of the most well-known of them.

August 15th is a significant holiday that commemorates India's 1947 independence from British colonial authority. Gandhi Jayanti, observed on October 2, also marks the birth anniversary of Mahatma Gandhi, who is revered as the father of the Indian nation and a pivotal role in that country's war for independence.

Martyrs' Day, observed on January 30th, remembers those who gave their lives in defence of India's freedom, and Children's Day, observed on November 14th, recognises which celebrates the birth anniversary of India's first Prime Minister, Jawaharlal Nehru, who was a strong advocate for children's rights.

Some of the events and festivals include World Environmental Day, International Yoga Day, Kargil Vijay Divas, Unity Day, International Women's Day, World Consumer Rights Day, World Water Day, and Sharada Pooja etc.

Such memorial days are observed on our campus by Surana College in an effort to raise awareness among young people.

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	View File
Geotagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

7.2.1 - Provide the weblink on the Institutional website regarding the Best practices as per the prescribed format of NAAC

https://www.suranacollege.edu.in/wp-content/uploads/2024/11/7.2.1-Descriptive-Answer.docx

File Description	Documents
Best practices in the Institutional website	https://www.suranacollege.edu.in/wp-content/uploads/2024/10/7.2.1-Best-Practices.pdf
Any other relevant information	https://www.suranacollege.edu.in/wp-content/uploads/2024/11/7.2.1-Any-Additional-Information.pdf

7.3 - Institutional Distinctiveness

7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust (within a maximum of 200 words)

Social Outreach at Gundlupete

As per the objectives to provide shelters, sheds, education and holistic development for welfare of poor people, college management along with Rotaract Club is rendering all round services to Gundlupete students and villagers of 8 grampanchayats on a monthly basis since a decade and still continuing.

In Gundlupet under Community Based Rehabilitation (CBR) project, "Shri Vigneshwara Disables Welfare Association" is formed. The association conducts monthly meeting to discuss about the upcoming events and about the loan sanction to the disabled villagers for their treatment. Government School Head Master co-ordinates and submit monthly report of all the activities every year to the

Surana College.

Regularly the Management and the Administrators of Surana Education Institutions visit Gundlupete and inspect the services and the improvements.

Major Services rendered on CBR scheme are as follows:

1. Mobility training for the blind
2. Treatment for epileptics
3. Speech and Physiotherapy
4. Awareness programs on disability for school children
5. Providing UDID card to differently abled persons
6. Health Camp
7. Election awareness and rendering service

Outcome:

The villagers are benefitted with the medical and educational services.

File Description	Documents
Appropriate link in the institutional website	https://www.suranacollege.edu.in/wp-content/uploads/2024/10/7.3.1-Institutional-Distinctiveness.pdf
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

Plan of Action For 2024-25

- Organize awareness programme on NEP and offer value added courses.
- Focus on developing skill and knowledge along with learning the importance of gender sensitivity, national spirit and ethical practices.
- Encourage students to actively involve in extension and community outreach activities.
- Tactical academic calendar to be prepared and shared with students.
- Conduct of CIE process and develop systematic mechanism to

deal with internal assessment in a robust, transparent and efficient manner and to evaluate the attainment of learning outcomes.

- Identify slow and advanced learners, conduct remedial classes and then evaluate learning level of students. Appointment of mentors and allotment of mentees and schedule mentoring session.
- Overall enhancement of research output.
- Organize awareness programmes on IPR, Anti-plagiarism and training programme on filing of patent.
- To improve academia – industry collaborative initiatives and upgrade ERP system.
- Create awareness on various scholarships offered in and outside the institution.
- Organize Sensitization programme on Sexual harassment elimination and to undertake UGC Anti- Ragging policies with zero tolerance.
- Promote On Campus and Off Campus Placements.
- Strengthen connectivity with the alumni.
- IQAC to encourage teachers and supporting staff to undergo faculty/ professional development/ ICT programme.
- IQAC to review institution policy documents and manuals and continuously strive for quality enhancements.

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