THE ANNUAL QUALITY ASSURANCE REPORT (AQAR) OF THE IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)*

Part – A

1. Details of the Institution

1.1	Name of the institution	:	MONTFORT COLLEGE
1.2	Address Line 1	:	184 OLD MADRAS ROAD
	Address Line 2	:	INDIRANAGAR P O
	City/ Town	:	BANGALORE
	State	:	KARNATAKA
	Pin Code	:	560038
	Institution e-mail address	:	montfort@vsnl.com
	Contact Numbers	:	080 – 25283320/ 25284050
	Name of the Head of the institution	:	BRO. GEORGE V. J.
	Telephone Numbers with STD Code	:	080 – 25283320 / 25214686
	Mobile	:	+91 9448855435
	Name of IQAC Co-ordinator	:	MRS. SRITHA SANDON
	Mobile	:	+91 9980285644
	IQAC email address	:	sampurna.montfort.iqac@gmail.com
1.3	**NAAC Track ID**	:	12399
1.4	NAAC Executive Committee No. & Date:	:	EC/60/RAR/09
1.5	Website of the institution	:	www.sampurnamontfort.com
	Weblink of the AQAR	:	www.sampurnamontfort.com/aqar2015-16.pdf

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B++		2004	Sept, 2009
2	2nd Cycle	A	3.04	2012	July, 2017
3	3rd Cycle				
4	4th Cycle				

1.7   Date of establishment of IQAC   :   12/11/2004 (dd/mm/yyyy)

1.8   AQAR for the year   :   2015-2016

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC
((*for example AQAR 2010-11submitted to NAAC on 12-10-2011)*

- i. 2014 – 2015 AQAR submitted on 04/11/2015
- ii. 2013 – 2014 AQAR submitted on 20/12/2014
- iii. 2012 – 2013 AQAR submitted on 20/12/2013
- iv. 2011 – 2012 AQAR submitted on 27/09/2012

1.10   Institutional Status

University   State ☐   Central ☐   Deemed ☐   Private ☐

Affiliated College   Yes ✓   No ☐

Constituent College   Yes ☐   No ☐

Autonomous college of UGC   Yes ☐   No ✓

Regulatory Agency approved Institution (eg. AICTE, BCI, MCI, PCI, NCI)   Yes ☐   No ☐

Type of institution   Co-education ✓   Men ☐   Women ☐

     Urban ✓   Rural ☐   Tribal ☐

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

     Grant-in-aid + Self-financing ☐   Totally self-financing ✓

1.11   Type of Faculty/ Program

| Arts | ☐ | Science | ✓ | Commerce | ☐ | Law | ☐ | PEI | ☐ |

| TEI | ☐ | Engineering | ☐ | Health Science | ☐ | Management | ☐ |

Others [   ]

1.12   Name of the Affiliating University (*for colleges*)   BANGALORE UNIVERSITY

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

1.13   Autonomy by State/ Central Govt./ University   ☐   ☐

University with Potential for Excellence   ☐   UGC-CPE   ☐

DST Star Scheme   ☐   UGC-CE   ☐

UGC-Special Assistance Programme   ☐   DST-FIST   ☐

UGC-Innovative PG Programmes   ☐   Any other (*Specify*)   ☐

UGC-COP Programmes   ☐

2.   IQAC Composition and Activities

2.1	Number of Teachers	:	3
2.2	Number of Administrative/ Technical Staff	:	1
2.3	Number of Students	:	0
2.4	Number of Management Representatives	:	2
2.5	Number of Alumni	:	2
2.6	Number of any other Stakeholders and Community Representatives	:	2
2.7	Number of Employers/ Industrialists	:	1
2.8	Number of other External Experts	:	2
2.9	Total number of members	:	13
2.10	Number of IQAC meetings held	:	3

2.11   Number of meetings with Various   :   Number   4   Faculty   1
        Stakeholders

        Non-teaching   1   Alumni   0   Others   2
        staff/ Students

2.12   Has IQAC received any funding from UGC during the year?   :   Yes   ☐   No   ✓

        If yes, mention the amount   :   NA

2.13   Seminars and Conferences (only quality related)

  (i)   No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

        Total No   3   International   ☐   National   ☐   Institutional Level   3

  (ii)   Themes   Clinical Supervision (December 2015)
                   Clinical Supervision (March 2016)
                   Case Formulation

2.14   Significant Activities and Contributions made by IQAC

> IQAC has worked towards building a research base; this is seen in the continued publications by the faculty. It has also initiated talks with representatives of Lewis & Clark Graduate School of Education and Counseling, Portland Oregon, USA towards collaboration. The IQAC also initiated the first psychology exhibition by the college which was well received. The college has submitted the application for permanent affiliation to Bangalore University. The college is also working towards strengthening of the clinic Montfort Counselling Centre to provide mental health services to more people and help increase income.

2.15   Plan of Action by IQAC/Outcome

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

Action Planned	Action Taken
IQAC Functioning:	
To visit other IQACs and carry out an exchange of ideas To send a few members of IQAC to attend one or two IQAC conferences related to quality	Three members of the IQAC attended a national conference on quality at Surana college towards this end. The members came back with a better understanding of the NAAC processes of reaccreditation
Conferences:	
To conduct One National Conference related to Counselling and Psychotherapy To conduct One National Level Family Therapy Workshop To conduct One National Seminar on Art Therapy	The college conducted a national conference on trauma and a national workshop on family therapy. The college could not conduct a national seminar on art therapy
International Collaboration:	
To seek out avenues for international collaborations thus enhancing the quality of training	Montfort College signed a Memorandum of Understanding with International Youth Fellowship (IYF), an International NGO, founded in South Korea with the intention of cultivating leaders of next generation who are endowed with humble character and mindset. The MOU is for mobilizing the youth in Bangalore and hosting Mindset camps annually to build future leaders. The collaboration will provide a platform for cultural exchange, opportunities to learn new languages and skills as well as opportunities for international volunteer work and cultivate a global outlook. The college is in the process of drawing an MOU with Lewis & Clark Graduate School of Education and Counseling, Portland Oregon, USA towards this end
Research:	
To improve the SPEAR program based on feedback and carry it successfully into its third and final year To continue publications by the members of the organization To submit a proposal for at least one major research project	The college completed SPEAR IQAC is continuously encouraging faculty to carry out research and publish the same Two major research projects are at proposal stage
Teaching-Learning:	
To apply for new certificate courses under Bangalore University To enhance the quality of lesson plans To carry out an academic audit To identify which innovative methods can be adopted by all members on a more regular basis	The college has been continuing the innovative methods adopted in the previous year as they have been proved useful. Human resources in the college were channelled towards permanent affiliation and therefore the college did not have the resources to carry out an academic audit or the look at new certificate courses.
Regular Annual Programs:	
To organise World Suicide Prevention day on 10th September To organise World Mental Health Day on 10th October To organise a Psychology exhibition	The college carried out all the regular annual programs
Extension and Outreach:	
To explore avenues to increase professional and employability training for students To organise Children's Day Program for children from orphanages and children's homes in Bangalore	Both the children's day program and national girl child day program were carried out. About 500 children from various children's homes / slums benefitted.

To organize National Girl Child Day	
Others:	
To involve other stakeholders such as employing agencies, parents, and alumni in the functioning of the college through networking To carry out regular workshops and seminars To enhance the functioning of the placement cell To work towards tracking student progression To carry out SWOCH analysis of the organization	The college has expanded its professional network with employing agencies and has also made significant progress in reaching out to alumni to track progression In addition to the curriculum, seven workshops / seminars were conducted for the professional development. The placement cell functioning has improved as seen by the number of employing agencies visiting the college. The college was unable to carry out a SWOCH analysis

Academic Calendar is provided as Annexure I

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

Management ✓   Syndicate ☐   Any other body ☐

Provide the details of the action taken

The AQAR was placed in the Governing body meeting and the Principal has been authorised to look at the feasibility of taking forward the suggestions proposed by the IQAC

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	1	0	1	0
PG	2	0	2	0
UG				
PG Diploma				
Advanced Diploma				
Diploma				
Certificate	2	0	2	0
Others	1	0	1	0
Total	6	0	6	

Interdisciplinary				
Innovative	2	0		

1.2 (i) Flexibility of the Curriculum: Core
(ii) Pattern of programmes:

Pattern	Number of Programmes
Semester	2
Trimester	-
Annual	-

1.3 Feedback from stakeholders

Alumni ☐   Parents ☑   Employers ☑   Students ☑

Mode of feedback

Online ☐   Manual ☑   Cooperating schools (for PEI) ☐

Analysis of the feedback is provided as Annexure II

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

Syllabi are revised by Bangalore University and the college does not have the freedom to revise the same.

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

NIL. The college is dedicated to the field of psychology and counselling only.

Criterion – II

2. Teaching, Learning and Evaluation

2.1   Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
9	6	1	2	0

2.2   No. of permanent faculty with Ph.D

4

2.3   No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Assistant Professors	Recruited	2	Vacant	0
Associate Professors	Recruited		Vacant	
Professors	Recruited		Vacant	
Others	Recruited		Vacant	
Total	Recruited	2	Vacant	

2.4   No. of Guest and Visiting faculty and Temporary faculty

Guest	Visiting	Temporary
2	2	

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	04	17	0
Presented papers	04	04	0
Resource Persons	-	02	-

2.6   Innovative processes adopted by the institution in Teaching and Learning

From an earlier brainstorming in 2015, it was decided to adopt the "Five Hat Learning" by a small number of faculty members to determine whether it enhances student learning. This creates opportunities for students to gather facts, research data, application based information as well as creatively rethink the facts. Feedback from students has been generally positive with the exception that the method takes more time. The involved faculty members worked on revising the strategy and reduced it to Three Hat Learning, where students take on the roles of researchers, practitioners and Dreamers (who creatively rethink about the usefulness of different concepts and their application). This method was welcomed by students.
The second innovative teaching methodology was "Involve and Evolve". In this method, students bring information about their own cultural practices and compare and contrast it with the western models. Healthy debates are engaged in. The feedback for this was very positive
The third innovative teaching methodology was guest lecturing within college/ workshop modules of teaching.   These methods are still under revision

2.7   Total No. of actual teaching days during this academic year | 212 |

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

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

Board of Studies	Faculty	Curriculum Development Workshop
1	1	

2.10   Average percentage of attendance of students | 86% |

2.11 Course/Programme wise distribution of pass percentage :   **Awaiting Results**

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
M.Sc Psychology	26			-	-	-
M.Sc Psychological Counselling	25			-	-	-

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

> Montfort College is a small institution in which every student is known to the IQAC coordinator and the management. The IQAC coordinator seeks oral feedback from students about three times during the semester to ensure that students are satisfied with the teaching of the various papers. When there are discrepancies in the expectations of the students and the actual performance of the faculty, the IQAC coordinator sits down with the concerned teacher and addresses the issue. At times dialogue between the faculty and students is encouraged. As and when needed other members of the IQAC as well as the Principal of the institution are invited to participate in these discussions. The purpose of these discussions is to ensure objective perspective taking and to help the faculty improve teaching strategies. IQAC members make suggestions for improvement to ensure the quality of teaching remains high. Moreover, formal peer review is carried out in which faculty sit in on each other's classes for learning and evaluation. Formal student feedback is sought at the end of each semester to assess the quality of the teaching and learning for every paper.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	
UGC – Faculty Improvement Programme	
HRD programmes	
Orientation programmes	All teaching faculty
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	All teaching faculty

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	6	0	0	1
Technical Staff	1	0	0	0

Criterion – III

3. Research, Consultancy and Extension

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

Montfort College is constantly putting in efforts to encourage research. Towards this end, a workshop on qualitative research methods was conducted by Dr. Bidisha Banerjee.
In addition, the college is in the process of drawing out an MOU with Lewis & Clark Graduate School of Education and Counseling, Portland Oregon, USA for research collaboration. Two major research projects are in the conception stage under this MOU.
A National Conference on Trauma was conducted in the month of October to encourage students and faculty to present papers and publish the same

3.2   Details regarding major projects

		Sanctioned	Submitted
Completed			
Ongoing	1	1,00,000.00*	95975.00

* Ongoing (SPEAR) is a multi-year (3 years) project is completed. Amount sanctioned to-date is 2 lakhs

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.4   Details on research publications

	International	National	Others
Peer Review Journals	4		
Non-Peer Review Journals		1	
e-Journals			
Conference proceedings			

3.5   Details on Impact factor of publications

Range	Average	h Index	Nos. is SCOPUS
5.56 to 6.89	6.08		

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects				
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College	3 years	College Management	100000	
Students research projects *(other than compulsory by the University)*				
Any other(Specify)				
Total				

		With ISBN Number		Without ISBN Number	
3.7	Books Published	Books	Chapter in Edited Books	Books	Chapter in Edited Books
	Number		1		
	ISBN No.		978-2-9700976-7-9		

3.8   No. of University Departments receiving funds from **NOT APPLICABLE**

UGC-SAP ☐   CAS ☐   DST-FIST ☐

DPE ☐   DBT Scheme/ Funds ☐

3.9   For Colleges **NOT APPLICABLE**

Autonomy ☐   CPE ☐   DBT Star Scheme ☐

INSPIRE ☐   CE ☐   Other (specify) ☐

3.10   Revenue generated through consultancy   ☐ 110800/-

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number		1			
Sponsoring Agencies		CCPI			

3.12   Number of faculty served as experts, chairpersons or resource persons   8

3.13   Number of Collaborations   International   National   Any Other

| | 1 | |

3.14   Number of Linkages created during this year   9

3.15   Total budget for research for current year in lakhs

From funding agency	From management of university/ college	Total
0	1 lakh	1 lakh

3.16 No. of patents received this year   **NOT APPLICABLE**

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

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

Total	International	National	State	University	District	College

3.18   Number of faculty from the Institution who are Ph.D Guides   1

         Number of students registered under them   4

3.18   Number of Ph.D awarded by faculty from the institution   0

3.20   Number of research scholars receiving Fellowships (Newly enrolled + existing ones)

         JRF [ ]   SRF [ ]   Project Fellows [ ]   Any Other [ ]

3.21   Number of students Participated in NSS events **NOT APPLICABLE**

         University Level [ ]   State Level [ ]   National Level [ ]   International Level [ ]

3.22   Number of students Participated in NCC events **NOT APPLICABLE**

         University Level [ ]   State Level [ ]   National Level [ ]   International Level [ ]

3.23   Number of Awards won in NSS events **NOT APPLICABLE**

University Level		State Level		National Level		International Level	

3.24   Number of Awards won in NCC events **NOT APPLICABLE**

University Level		State Level		National Level		International Level	

3.25   Number of Extension activities organized

University forum		College Forum	15	NCC		NSS		Any Other	

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

- World Suicide Prevention day was observed on 10th September 2015. The students of each class spent the days in spreading awareness about the same around the busy roads of Bangalore through posters, performing mimes, giving out brochures and organising campaigns. This was followed by a candle-light vigil by the students in the evening.
- Two days' workshop on Suicide prevention awareness programme for the students of 8, 9 and 10th std of Madonna School Bangalore, on 12th and 19th September 2015.
- World Mental Health Day was observed on 10th of October 2015 and students spread awareness by visiting different places in Bangalore and interacted with public, presented the audio visual aids on mental health. They also performed a dance on understanding the emotions of people who are suffering with mental illness and what can be done to ensure that people with mental health conditions can continue to live with dignity.
- Workshop and group therapy conducted for the students of Our Lady of Mercy Community College, Bangalore, on 6th November 2015.
- Children's day was organised on 15th November 2015 for about 600 underprivileged children from various orphanages and children's homes across Bangalore.
- Awareness and Support for Suicide Prevention at Vincent de Paul, was conducted on 30 January 2016 at Sacred Heart Church Hall, Richmond Road, Bangalore.
- Workshop on Orientation to Counselling in St Jude's English High School was organized on 5th February 2016
- A Workshop was conducted at HAL West Primary School on the topic "Personal safety, Peer Pressure and Self Esteem" on 10th February 2016.
- Sampurna Montfort College conducted the workshop on the topic of "Study Skills" for St Jude English School Students on 11th February 2016.
- Workshop on personal safety, self-esteem and peer pressure was conducted at HAL Education Committee, Bangalore on 11th February 2016.
- On 18th April 2016, a Group Therapy Workshop was conducted at Vimochana for the women who were facing domestic violence.
- A Workshop on Good Touch, Bad Touch and personal Safety was conducted for Children from the Shelter Home at Vimochana on 30th April, 2016
- A half-day workshop was organized for parents about Good Parenting at Fuscos School on 9th July 2016.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	1.5 acres	0	0	
Class rooms	8	0		
Laboratories	8	0		
Seminar Halls	3	0		
No. of important equipments purchased (≥ 1-0 lakh) during the current year.		1		
Value of the equipment purchased during the year (Rs. in Lakhs)		360783.00	Management	
Others		0		

4.2   Computerization of administration and library

Accounts and Library are computerized

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	7157	738297	242		7399	773010
Reference Books						
e-Books	520	0	520			
Journals	16	0	13			
e-Journals	01	0	01			
Digital Database	01	0				
CD & Video	80	0				
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	26	15	3	3	2	5	2	4
Added	05	5						
Total	31	20						

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

Students and faculty have access to computers and the internet via the computer lab and the library

The faculty has access to the internet through a dedicated WIFI connection (Correct word?) purely for faculty.

Further, internet can be accessed throughout the campus through WIFI and both students and faculty can access this, for teaching – learning purposes.

Students and faculty have access to computers and the internet via the computer lab and the library.

Computer applications are part of the psychology program, ensuring that students gain adequate skills in the various uses of computers.

Moreover, faculty encourage online research and submissions of assignments online which also contributes to technological knowledge.

Even students of the psychological counselling program learn to use computers through informal peer teaching.

Faculty inform students of their availability to teach specific skills should there be a need for the same.

Faculty is currently well-versed in using the basic programs and applications on computers.

4.6   Amount spent on maintenance in lakhs

ICT

Equipment

Others

Total   ☐ 1,39,534.00

Criterion – V

5. Student Support and Progression

5.1   Contribution of IQAC in enhancing awareness about Student Support Services

> At the beginning of the academic program students are given a detailed handbook that provides them with a quick reference point regarding the most frequently asked questions. The handbook has information regarding the working of the college, the student expectations, facilities, and support services.
> In addition, a comprehensive orientation is provided to the students at the beginning of the 1st semester to acquaint them with the various support services among other things.

5.2   Efforts made by the institution for tracking the progression

> The alumni association has made significant progress in creating a database of the alumnus to keep track of progression. The college intends to continue its efforts in this regard and come up with a workable solution during the next academic year

5.3   (a)   Total Number of students

UG | 0 | PG | 107 | PhD | 0 | Others | 0 |

(b)   No. of students outside the state | 49 |

(c)   No. of international students | 04 |

(d)   Percentage of Men and Women

	Men		Women	
	Number	Percentage	Number	Percentage
	5	4.7	102	95.3

Last Year					
General	SC	ST	OBC	Physically Challenged	Total
44	2	0	7	0	53

This Year					
General	SC	ST	OBC	Physically Challenged	Total
39	04	02	09	0	54

Demand Ratio | 1:6 | Dropout % | 2.8 |

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

Number of student beneficiaries | |

5.5   Number of students qualified in these examinations

NET [ ]   SET/SLET [ ]   GATE [ ]   CAT [ ]

IAS/IPS etc., [ ]   State PSC [ ]   UPSC [ ]   Others [?]

5.6   Details of student counselling and career guidance

Counselling and personal therapy are mandated to the students of Montfort College since they will be working in the field of mental health. During the sessions, students work on personal and professional issues. Montfort College caters to post-graduate students who have basically chosen a career in the field of mental health. Various guest lectures and campus recruitment programs are organized to orient students to the different specializations in mental health and thus plan their career.

Number of students benefitted from these programs   [100%]

5.7 Details of campus placement:

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
10	54	10	20

5.8   Details of gender sensitization programmes

The percent of male students at Montfort College is less than 5%. In addition, our students are trained to be sensitive to gender and culture as part of the course itself. Montfort College encourages an environment in which all forms of discrimination are kept at bay. The college is small enough to ensure that all genders are treated equally. A formal program was not organized, however IQAC intends to rectify this oversight in the coming academic year

5.9 Students Activities

5.9.1 (a)   Number of students who participated in Sports, Games and other events

State/ University level [0]   National level [1]   International level [0]

5.9.1 (b)   Number of students who participated in Cultural events

State/ University level [16]   National level [0]   International level [0]

5.9.2 (a) Number of students who participated in Sports, Games and other events

State/ University level | 0 | National level | 1 | International level | 0 |

5.9.2 (b) Number of students who participated in Cultural events

State/ University level | 15 | National level | 0 | International level | 0 |

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	3	24000.00
Financial support from government	3	86220.00
Financial support from other sources		
Number of students who received International/ National recognitions		

5.11   Student organised / initiatives

Fairs   State/ University level | | National level | | International level | |

Exhibitions State/ University level | 1 | National level | | International level | |

5.12   No. of social initiatives undertaken by the students   3

5.13   Major grievances of students (if any) redressed

NIL

Criterion – VI

6. Governance, Leadership and Management

6.1   State the Vision and Mission of the institution

> VISION
> We envision mental and emotional well-being in society. The broad vision of Montfort College is expressed in its logo "Liberation with Enlightenment".
>
> MISSION
> Our mission is to train psychologists and counsellors with personal integration and professional competence; to provide contextually relevant, socially inclusive and acceptable mental healthcare support to all in need.

6.2   Does the Institution has a management Information System

> Yes: accounts and library are computerized

6.3 Quality improvement strategies adopted by the institution for each of the following:

   6.3.1   Curriculum Development

> The University Syllabus was recently revised and faculty of Montfort College were part of the committee which revised the syllabus. The college does not have the freedom to develop its own curriculum. The college is in touch with the university with suggestions for changes as and when the need arises

   6.3.2   Teaching and Learning

> The student feedback regarding teaching learning is positive at Montfort College. The IQAC conducted a workshop on improving innovations in January 2015. Several ideas were generated. Of these, the five hat learning, involve and evolve and skill theory connect were chosen to be further developed during the academic year. Through seeking direct feedback from students from time to time as well as feedback from peers, faculty constantly strive to improve their learning. Students take the VARK learning styles

   6.3.3   Examination Evaluation

> **NOT APPLICABLE**

   6.3.4   Research and Development

> Montfort College has had several meetings with Lewis & Clark Graduate School of Education and Counseling, Portland Oregon, USA towards research collaboration. As a result of these discussions, two areas of research were identified by the faculty. The members are in the process of gathering review and determining the design so as to submit proposals for major research projects.
> In addition, faculty are involved in SPEAR – an outreach, and research project. This multi-year project has successfully completed three years. The program aims at using innovative activities and reflective work to help holistic growth of adolescents. It aims at developing academic skills, enhance personal development, manage relationships, increase personal safety, and enhance emotional management. About 85 students of 10th standard of a nearby school are the beneficiaries of this multi- year program.

6.3.5   Library, ICT and physical infrastructure / instrumentation

Books, journals, ebooks and 15 CCTV surveillance system have been added

6.3.6   Human Resource Management

Two workshops were conducted towards developing human resources. These included case formulation facilitated by Dr. Daisy Isaac and qualitative research methodology facilitated by Dr. Bidisha Banerjee. They were organized to spark more research related activities among faculty and improve the quality of case presentation. Several faculty members are currently in the process of submitting research proposals.

6.3.7   Faculty and Staff recruitment

Faculty and staff recruitment is done by means of interview by selection committee. In addition, applicants to the post of faculty are required to carry out a demonstration class. Based on the feedback from these sources, faculty are selected

6.3.8   Industry Interaction / Collaboration

The college has been increasing its network. This year, 10 organizations came for campus recruitment and 25 students were placed through the same. In addition, the college has created 9 new linkages. The college continues its efforts of increasing interaction and collaboration.

6.3.9   Admission of Students

College uses an entrance test and a personal interview by a panel of 3 to 5 members to select students. The marks of the entrance test, the aggregate marks of the qualifying exams and the score on the personal interview are compiled to create a final list of selected candidates

6.4 Welfare schemes for

Teaching Staff	:	All members of the teaching staff benefit from Gratuity and Christmas gift. In addition, members can avail interest-free personal loan against salary if there is a need.
Non-teaching staff	:	Members of the non- teaching staff benefit from Gratuity, Christmas gift, EPF, ESI, and assistance for children's education. In addition, members can avail interest-free personal loan against salary if there is a need.
Students	:	Deserving students are given scholarships.

6.5   Total corpus fund generated   NIL

6.6   Whether annual financial audit has been done?   Yes   ✓   No

6.6   Whether Academic and Administrative Audit (AAA) has been done?   Yes ✓   No ☐

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Local Inquiry Committee of Bangalore University	Yes	Management

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Administrative	Yes	M/S. M. Thomas & Co. Chartered Accountants, Chennai	Yes	Management

6.8   Does the University/ Autonomous College declare results within 30 days?   **NOT APPLICABLE**

For UG Programs   Yes ☐   No ☐

For PG Programs   Yes ☐   No ☐

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

> **NOT APPLICABLE**

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

> **NOT APPLICABLE**

6.11   Activities and support from the Alumni Association

> The alumni members offer psychological counselling services and group therapy to current students for a reduced consultation fees as support. The college is trying to find other ways of involving the alumni.

6.12   Activities and support from the Parent-Teacher Association

> Montfort College teaches adult students who are pursuing their post-graduate education and does not have a formal Parent-Teacher Association. However the commencement ceremony that happens at the end of each academic year is attended by a large number of parents and the college takes this opportunity to meet with the parents and collect feedback. This year, a meet between parents and teachers was organized on the day of the commencement ceremony which was 16/05/2016. During this time, feedback was taken from the parents regarding their views about the college, teaching and functioning. The feedback was extremely positive and parents essentially asked the college to keep up the good work

6.13   Development programmes for support staff

Due to certain difficulties, a training workshop could not be conducted for the members of the support staff this year.   The college is looking to rectifying the same in the next academic year

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

The college uses rain water harvesting to save water. There are several awareness posters placed around the campus regarding saving water, saving trees, reducing plastic, reducing photocopying etc. Faculty request for assignments and rough drafts of record work to be submitted online and in soft/ digital version to save paper. The campus is located in a spacious grounds surrounded by greenery making it a congestion-free environment conducive to learning.

Criterion – VII

7. Innovations and Best Practices

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

> The college had identified a few innovative practices last year that were effective. The college is continuing to use the same. These include Professionalism training including skills such as report writing, and interviewing, other areas such as working in multicultural environments and using teams effectively were introduced. Students expressed finding these skills interesting and useful. Feedback from the professional field (through employers) has been positive for these training workshops.
>
> In addition, the faculty use innovative teaching methods routinely in lieu of lectures. Additionally, case conferences are organized every week to enable students to put theory to practice.

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

> The college has continued its efforts to increase research and networking. The college has applied for permanent affiliation with Bangalore University and is hopeful to receive the same. The college has also had several meetings with representatives from Lewis & Clark Graduate School of Education and Counseling, Portland Oregon, USA for collaboration.
>
> Faculty are also undertaking smaller research projects. In addition, two of our faculty members are currently pursuing their doctoral work. Towards network building, the college is making efforts to build stronger base among the alumni as well as with employing organizations.

Action Taken Report is provided as Annexure III

7.3   Give two Best Practices of the institution *(please see the format in the NAAC Self-study Manuals)*

> 1. Synergy: Bridging the gap between Management and Faculty
> 2. Open Communication: Opportunities of Personal and Professional Growth

Best Practices are provided as Annexure IV

7.3   Contribution to environmental awareness / protection

> The college uses rain water harvesting to save water. There are several awareness posters placed around the campus regarding saving water, saving trees, reducing plastic, reducing photocopying etc. Faculty request for assignments and rough drafts of record work to be submitted online and in soft/ digital version to save paper.

7.5   Whether environmental audit was conducted   Yes   ✓   No   ☐

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

> The college began collecting feedback from parents and employers as well as from students and peers towards the 360 degree feedback it has initiated. The IQAC hopes to collate the information and use the feedback to enhance teaching – learning as well as administration

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

> **The Plan of Action for the Academic Year 2016-17 is provided as Annexure V**

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