

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.in
	Weblink of the AQAR	:	www.sampurnamontfort.in/aqar2016-17.pdf

1.6 Accreditation Details

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

1.7 Date of establishment of IQAC :

1.8 AQAR for the year :

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

- i. 2015 – 2016 AQAR submitted on 05/10/2016
- ii. 2014 – 2015 AQAR submitted on 04/11/2015
- iii. 2013 – 2014 AQAR submitted on 20/12/2014
- iv. 2012 – 2013 AQAR submitted on 20/12/2013
- v. 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	<input type="checkbox"/>	Science	<input checked="" type="checkbox"/>	Commerce	<input type="checkbox"/>	Law	<input type="checkbox"/>	PEI	<input type="checkbox"/>
TEI	<input type="checkbox"/>	Engineering	<input type="checkbox"/>	Health Science	<input type="checkbox"/>	Management	<input type="checkbox"/>		
Others	<input type="text"/>								

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	<input type="checkbox"/>	<input type="checkbox"/>
	University with Potential for Excellence	<input type="checkbox"/>	UGC-CPE <input type="checkbox"/>
	DST Star Scheme	<input type="checkbox"/>	UGC-CE <input type="checkbox"/>
	UGC-Special Assistance Programme	<input type="checkbox"/>	DST-FIST <input type="checkbox"/>
	UGC-Innovative PG Programmes	<input type="checkbox"/>	Any other (<i>Specify</i>) <input type="checkbox"/>
	UGC-COP Programmes	<input type="checkbox"/>	

2. IQAC Composition and Activities

2.1	Number of Teachers	:	<input type="text" value="2"/>
2.2	Number of Administrative/ Technical Staff	:	<input type="text" value="1"/>
2.3	Number of Students	:	<input type="text" value="0"/>
2.4	Number of Management Representatives	:	<input type="text" value="2"/>
2.5	Number of Alumni	:	<input type="text" value="1"/>
2.6	Number of any other Stakeholders and Community Representatives	:	<input type="text" value="1"/>
2.7	Number of Employers/ Industrialists	:	<input type="text" value="1"/>
2.8	Number of other External Experts	:	<input type="text" value="2"/>
2.9	Total number of members	:	<input type="text" value="10"/>
2.10	Number of IQAC meetings held	:	<input type="text" value="2"/>

2.11 Number of meetings with Various Stakeholders : Number Faculty
Non-teaching staff/ Students Alumni Others

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

If yes, mention the amount :

2.13 Seminars and Conferences (only quality related)

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

Total No International National Institutional Level

(ii) Themes

18th January 2017 Faculty Development programme on “Clinical Supervision”

23rd January 2017 Faculty Development Programme for Teaching and Non-teaching staff (the life changing gift of gratitude “Rev. dr. Matthew Mickey, COBB)

2.14 Significant Activities and Contributions made by IQAC

Through the Governing Council, the Administration, and the IQAC, the college has finally attained **permanent affiliation** status from Bangalore University. The College has also started an NSS unit this academic year. In addition, research publications continue by the faculty. The College has initiated talks with representatives of Lewis & Clark Graduate School of Education and Counseling, Portland Oregon, USA towards collaboration. The college is also working towards strengthening of the clinicMontfort 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

Almost all the planned activities were fulfilled during the academic year. In IQAC functioning, the major goal was to exchange ideas. Dr. Ponnudi Raj of NAAC was invited to talk to IQAC members and faculty on this topic on 5th October, 2016. He also gave a guest lecture on how to prepare for the 3rd reaccreditation cycle of NAAC. The meeting and lecture were held on the same day. National level family therapy workshop and various institutional-level workshops were carried out during the academic year. The details are given as Annexure III. Regular programs such as World Mental Health Day, World Suicide Prevention Day, National Girl Child Day and Psychology Exhibition were all carried out. The details are given under point 3.26 of this document. The college is continuing its efforts towards strengthening research; 7 research publications in international peer reviewed journals and two chapters in edited books have been achieved this year. In addition, two major research proposals have been submitted. Faculty development program for non-teaching staff was also carried out this academic year. Faculty development for teaching staff was also carried out. The details are given under the Action Taken Report, as Annexure IV. The main challenges faced by the institution are with regards to international collaboration, the college is still working towards this goal. In addition, the college was unable to organize an international conference and a student conference in this academic year. Both have been deferred to the next academic year. Further, the college has been unable to carry out an academic audit during this year. The college is looking at other agencies (besides LIC of Bangalore University) to achieve this end.

Academic Calendar is provided as Annexure I; The Action Taken Report is provided as Annexure IV

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:

CBCS

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. The Principal is a member of the Board of Studies of Bangalore University. Feedback about the syllabus is collected from teachers from time to time and presented to the BOS.

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 and no new department has been introduced. The Montfort Counselling Centre has been restructured to improve the effectiveness of counselling services/ training programs being offered.

Criterion – II

2. Teaching, Learning and Evaluation

2.1	Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
		10	7	1	2	0

2.2	No. of permanent faculty with Ph.D	4
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2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Assistant Professors	Recruited	1	Vacant	0
Associate Professors	Recruited		Vacant	
Professors	Recruited		Vacant	
Others	Recruited		Vacant	
Total	Recruited	1	Vacant	

2.4	No. of Guest and Visiting faculty and Temporary faculty	Guest	Visiting	Temporary
		2	3	

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	02	04	0
Presented papers	01	01	0
Resource Persons	01	01	-

2.6 Innovative processes adopted by the institution in Teaching and Learning

The faculty are constantly using non-lecture mode to teach many aspects of the syllabus. The five-hat learning was deemed too complicated by many faculty and is being used only in pockets. However, guest lectures within (where experts within the faculty teach topics in other lecturer's papers), discussion groups, buzz-groups, etc., are being used regularly.

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

190

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

84%

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Exemplary %	Distinction %	I Class %	II Class %	Failure %
M.Sc Psychology	26	15	65	15	-	1 (absent)
M.Sc Psychological Counselling	23	4	83	13	-	

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

The IQAC seeks oral feedback from the students about 2-3 times during the semester to ensure that the students are satisfied with the teaching. In addition, formal peer review is carried out in which faculty sit in on each other's classes and exchange their feedback and learning. Any time there is any indication that the quality of teaching is falling, the administration and the IQAC take it up with the students and faculty and work with a problem-solving approach to keep the standards high. 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

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
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	0
Technical Staff	0	0	0	1

Criterion – III

3. Research, Consultancy and Extension

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

The IQAC has helped promote a research culture among the faculty. This is shown in the publications. During the last academic year, Seven research studies were published in international peer-reviewed journals. In addition, there were two book chapters published by faculty. The college also has two proposals pending approval.

3.2 Details regarding major projects

		Sanctioned	Submitted
Completed			
Ongoing			

TWO proposals are pending approval

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	6		
Non-Peer Review Journals			
e-Journals			
Conference proceedings			

3.5 Details on Impact factor of publications

Range	Average	h Index	Nos. is SCOPUS
1.08 to 6.5	2.89		

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				
Students research projects (other than compulsory by the University)				
Any other(Specify)				
Total				

3.7 Books Published	With ISBN Number		Without ISBN Number	
	Books	Chapter in Edited Books	Books	Chapter in Edited Books
Number	<input type="text"/>	<input type="text" value="2"/>	<input type="text"/>	<input type="text"/>
ISBN No.	<input type="text"/>	<input type="text" value="978-2-9700976-7-9"/> <input type="text" value="978-1-4724-4885-9"/>	<input type="text"/>	<input type="text"/>

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

UGC-SAP	<input type="text"/>	CAS	<input type="text"/>	DST-FIST	<input type="text"/>
DPE	<input type="text"/>	DBT Scheme/ Funds			<input type="text"/>

3.9 For Colleges **NOT APPLICABLE**

Autonomy	<input type="text"/>	CPE	<input type="text"/>	DBT Star Scheme	<input type="text"/>
INSPIRE	<input type="text"/>	CE	<input type="text"/>	Other (specify)	<input type="text"/>

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	<input type="text" value="1"/>	<input type="text" value="1"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Sponsoring Agencies	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

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

2

3.13 Number of Collaborations

International	National	Any Other
	1	

3.14 Number of Linkages created during this year

02

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 : **NSS Unit has only just been started in the college. Only one internal event, "Swachh Pakhwada-2017" was organized to clean up the surroundings. The college hopes to have NSS activities from the coming academic year onwards.**

College Level 1 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 :

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 NCC NSS Any Other

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

The college has carried a wide range of extension activities for diverse populations on multiple issues related to Mental Health and wellbeing. Some of these are detailed here. During the month of September 2016, several events were carried out to spread awareness about suicide prevention marking world suicide prevention day on September 10th. These activities included a collective of performance artists showcasing their support for mental health awareness through various expressive channels such as music, dance, and poetry. This event was organized and Green Theory Café in Bangalore and in collaboration with Open Sky Slam. It had over 100 participants. The college also collaborated with Vimochana, an NGO working towards Women's rights to organize Marmara, an open conversation. The event was to provide rehabilitation for burn survivors. The participants were counsellors and social workers as well as students from Sampurna Montfort College and St. Joseph's College. Another event held around world suicide prevention day was a candlelight gathering to support suicide prevention. During this event, students handed out brochures with information on suicide prevention and helping people at risk; information that the layman can benefit from.

Extension activities also included spreading awareness about mental health during the first week of October. From 3rd to 7th October, students from different classes went to different locations around the college and held up posters regarding these issues, distributed flyers and created awareness on mental health issues among the general public.

In one of the biggest extension activities held by the college, more than 300 underprivileged children and orphans were invited to celebrate Children's Day on the 12th of November 2016 on campus. Students organized various entertainment programs, games and activities to make the day memorable for these children. Lunch, snacks, and gifts were also provided to all the children.

A month-long awareness program was begun on January 24th 2017 on the occasion of National Girl Child Day. For this campaign, students reached out to the general public at public places such as bus-stops and shopping centres and distributed flyers with information about free counselling services. Various workshops on life skills, personal safety, assertiveness training, decision making etc., were conducted for girl children in 5 nearby schools. Nearly 200 students benefited from these workshops. The campaign culminated on the 25th of February 2017 with a half-day program for children from disadvantaged communities. This program focused on personal safety and abuse prevention.

In other areas, the college organized a blood donation camp on the 20th of February 2017 in association with Lion's Club, Bangalore. Fifty-Seven members including staff and students were able to donate blood to Bowring and Curzon Hospital

Bangalore on this occasion. Various items including clothes and necessities were donated to the Home for the Aged, Bangalore.

The College through FCC collaborated with the NSS Unit just initiated in the college and organized Swachh Pakhwada 2017. Students cleaned up the surroundings outside the college to help create environment awareness among the students. Through the FCC, the college also organized “Mahila Kalyana Mela- 2017” During this, students conducted various activities like Psycho- education on the myths and benefits of counselling in observance of Women’s Day

In addition several workshops were conducted for students of various schools including:

- “Safe and Unsafe Touch” for the girl students of 6th & 7th Std students of HAL West Primary School on 25th November 2016
- “Time Management” for the students of 7th Std students of HAL West Primary School on 27th November, 2016
- “Time Management” for the students of 9th Std students of Holy Cross School on 3rd December, 2016
- “Sexuality – my body and me” and “Violence and Abuse in Disabled” for the disabled students at Enable India on 10th December 2016
- Study skills and stress management for the 10th Std students at Mariam Nilaya School on 21st January 2017
- Life Skills Workshop for the student from 5 – 9 std students at St. Jude School on 9th February, 2017
- Life Skills Workshop for the student from 5 – 9 std students at Ascension Public School on 10th February, 2017
- Life Skills workshop for Girl Student at Mathruka Nikethan School on 17th February, 2017
- Workshop on Career Guidance & Personal Hygiene for students at prison ministry of India at Carmelaram, Sarjapur on 5th May, 2017

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 (\geq 1-0 lakh) during the current year.		1		
Value of the equipment purchased during the year (Rs. in Lakhs)		234995.00	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	7399					
Reference Books		773010.00	348	59192.00	7747	832202.00
e-Books	520	0				
Journals	13	27460				
e-Journals	01	0	01			
Digital Database	01	0				
CD & Video	80	0				
Others (specify) : Online commercial Digital Library	01					

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart- ments	Others
Existing	34	20	0	4	0	7	2	1
Added	4	4				0	0	
Total	38	24	0	4	0	7	2	1

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

The college has several wireless internet connections (WIFI) for use of students and faculty. The computer lab and the library are also equipped with internet access. Computer Applications is a part of the syllabus for all students so all students are able to use computers and internet. Lessons are taught using slide presentations using LCD Projectors and computers. Faculty encourage online submission of several assignments as well.

4.6 Amount spent on maintenance in lakhs

ICT, Equipment, Others

Total

₹ 4.12

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Students are given a handbook with many details regarding the working of the college, the student expectations, facilities, and support services. They are oriented to the information at the beginning of the first semester. They are reminded of these services by various members of the office staff as and when the need arises.

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 during the next academic year

5.3 (a) Total Number of students

UG 0 PG 122 PhD 0 Others 0

(b) No. of students outside the state 50

(c) No. of international students 03

(d) Percentage of Men and Women

Men		Women	
Number	Percentage	Number	Percentage
8	7	114	93

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

This Year					
General	SC	ST	OBC	Physically Challenged	Total
61	04	02	1	0	68

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	<input type="text"/>	SET/SLET	<input type="text"/>	GATE	<input type="text"/>	CAT	<input type="text"/>
IAS/IPS etc.,	<input type="text"/>	State PSC	<input type="text"/>	UPSC	<input type="text"/>	Others	<input type="text"/>

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

5.7 Details of campus placement:

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
2		7	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	<input type="text" value="10"/>	National level	<input type="text" value="0"/>	International level	<input type="text" value="0"/>
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5.9.1 (b) Number of students who participated in Cultural events

State/ University level	<input type="text" value="6"/>	National level	<input type="text" value="15"/>	International level	<input type="text" value="0"/>
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5.9.2 (a) No. of medals /awards won by students in Sports, Games and other events

State/ University level National level International level

5.9.2 (b) No. of medals /awards won by students in cultural events

State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	3	25000.00
Financial support from government	4	117150.00
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 National level International level

5.12 No. of social initiatives undertaken by the students 4

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

The college has submitted two proposals for research projects. A proposal titled “Cross Cultural Validation of the Danieli Inventory of Multigene-rational Legacies of Trauma: Mizoram, Manipur, and Nagaland” was submitted to the Ministry of Development of North Eastern Region, GOI in December 2016. Work has begun for this project. Another proposal titled “Religious Coping and Resilience: relationship to psychospiritual wellbeing and mental health” has been submitted to ICSSR in November 2016 and a response is awaited. In addition, the 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.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Books, e-journals, computers, 4 CCTV surveillance system, LCD projector and furniture have been added

6.3.6 Human Resource Management

A faculty development program “The Life-Changing Gift of Gratitude” facilitated by Dr. Matthew Mickey Cobb was organized for all staff members (teaching and non-teaching) on the 23rd of January 2017. Another faculty development program on Clinical Supervision was organized for all members of the teaching staff by Dr. Jayamala Madathil and Dr. Daisy Isaac on 18th January 2017.

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 maintained its original networks and has signed MOUs with two new organizations. Two other organizations came for campus placement as well. The college is attempting to increase its networks to increase the number of on-campus placements.

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	<input type="Yes"/>	Local Inquiry Committee of Bangalore University	<input type="Yes"/> Management
Audit Type		External	Internal
	Yes/No	Agency	Yes/No Authority
Administrative	<input type="Yes"/>	M/S. M. Thomas & Co. Chartered Accountants, Chennai	<input type="Yes"/> Management

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

For UG Programs	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
For PG Programs	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>

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 13/05/2017. During this time, feedback was taken from the parents regarding their views about the college, teaching and functioning. The feedback has been positive. The parents have essentially stated that their wards have become more confident and mature and are able to take responsibility. They have also been happy with the functioning of the college both in terms of admission and training. The only change they would like to see is with regards to lateness of marks cards being issued by Bangalore University. They also suggested the institution try to make the practicum experience a little less stressful. The college will work towards this.

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 continues to use alternatives to the lecture method regularly in the classes. Student presentations, peer teaching, five-hat learning, reflective discussions are all part of the regular classroom environment. In addition, professionalization classes aimed at developing professional skills are also carried out. Students have personal supervision of all practicum work which is one of the best practices of the institution. 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 attained Permanent Affiliation Status from Bangalore University this academic year. The college has also installed an NSS unit this academic year. In addition, the college has MOUs with Drishti and EvolvEd to carry out workshops and training programs in collaboration with each other. The college is continuing to make progress in research as well. There have been 9 publications by faculty and two proposals have been submitted, one of which is approved.

Action Taken Report is provided as Annexure IV

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

1. Supervision: Scaffolding Professional Development in Trainee Counsellors
2. Feedback: Completing the Circle towards Academic Growth

Best Practices are provided as Annexure V

7.3 Contribution to environmental awareness / protection

The college uses rain water harvesting to save water. The rainwater is collected from the rooftops and passed to a treatment plant and then it feeds the bore-wells. In addition, much of the area of the campus is open mud (un-cemented) allowing rainwater to flow underground.
The college has been segregating waste from its inception. Bio-degradable waste is fed into a Biogas plant through a compost pit to create energy. The biogas plant is located in a sister-institution.
In addition, 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 VI



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Bro. V J George sg.
Chairperson, IQAC