Guidelines for the Creation of the
Internal Quality Assurance Cell (IQAC)

and Submission of Annual Quality Assurance Report (AQAR) by Accredited Institutions

(For Affiliated/Constituent Colleges)

(Revised as per Revised Accreditation Framework in November, 2017)

राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
An Autonomous Institution of the University Grants Commission
P. O. Box. No. 1075, Opp: NLSIU, Nagarbhavi, **Bengaluru - 560 072** India

NAAC

VISION

To make quality the defining element of higher education in India through a combination of self and external quality evaluation, promotion and sustenance initiatives.

MISSION

- *To arrange for periodic assessment and accreditation of institutions of higher education or units thereof, or specific academic programmes or projects;*

- *To stimulate the academic environment for promotion of quality of teaching-learning and research in higher education institutions;*

- *To encourage self-evaluation, accountability, autonomy and innovations in higher education;*

- *To undertake quality-related research studies, consultancy and training programmes, and*

- *To collaborate with other stakeholders of higher education for quality evaluation, promotion and sustenance.*

Value Framework

To promote the following core values among the HEIs of the country:

- ➢ *Contributing to National Development*
- ➢ *Fostering Global Competencies among Students*
- ➢ *Inculcating a Value Sysstem among Students*
- ➢ *Promoting the Use of Technology*
- ➢ *Quest for Excellence*

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Introduction

In pursuance of its Action Plan for performance evaluation, assessment and accreditation and quality up-gradation of institutions of higher education, the National Assessment and Accreditation Council (NAAC), Bangalore proposes that every accredited institution should establish an Internal Quality Assurance Cell (IQAC) as a quality sustenance measure. Since quality enhancement is a continuous process, the IQAC will become a part of the institution's system and work towards realisation of the goals of quality enhancement and sustenance. The prime task of the IQAC is to develop a system for conscious, consistent and catalytic improvement in the overall performance of institutions. For this, during the post-accreditation period, institutions need to channelize its efforts and measures towards promoting the holistic academic excellence including the peer committee recommendations.

The guidelines provided in the following pages will guide and facilitate the institution in the creation and operation of the Internal Quality Assurance Cell (IQAC). The work of the IQAC is the first step towards internalization and institutionalization of quality enhancement initiatives.
Its success depends upon the sense of belongingness and participation in all the constituents of the institution. It will not be yet another hierarchical structure or a record-keeping exercise in the institution. It will be a facilitative and participative voluntary system/unit/organ of the institution. It has the potential to become a vehicle for ushering in quality enhancement by working out planned interventionist strategies by IQAC to remove deficiencies and enhance quality like the "Quality Circles" in industries.

IQAC – *Vision*

To ensure quality culture as the prime concern for the Higher Education Institutions through institutionalizing and internalizing all the initiatives taken with internal and external support.

Objective
The primary aim of IQAC is

- To develop a system for conscious, consistent and catalytic action to improve the academic and administrative performance of the institution.

- To promote measures for institutional functioning towards quality enhancement through internalization of quality culture and institutionalization of best practices.

Strategies

IQAC shall evolve mechanisms and procedures for

a) Ensuring timely, efficient and progressive performance of academic, administrative and financial tasks;

b) Relevant and quality academic/ research programmes;

c) Equitable access to and affordability of academic programmes for various sections of society;

d) Optimization and integration of modern methods of teaching and learning;

e) The credibility of assessment and evaluation process;

f) Ensuring the adequacy, maintenance and proper allocation of support structure and services;

g) Sharing of research findings and networking with other institutions in India and abroad.

Functions

Some of the functions expected of the IQAC are:

a) Development and application of quality benchmarks

b) Parameters for various academic and administrative activities of the institution;

c) Facilitating the creation of a learner-centric environment conducive to quality education and faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process;

d) Collection and analysis of feedback from all stakeholders on quality-related institutional processes;

d) Dissemination of information on various quality parameters to all stakeholders;

e) Organization of inter and intra institutional workshops, seminars on quality related themes and promotion of quality circles;

f) Documentation of the various programmes/activities leading to quality improvement;

g) Acting as a nodal agency of the Institution for coordinating quality-related activities, including adoption and dissemination of best practices;

h) Development and maintenance of institutional database through MIS for the purpose of maintaining /enhancing the institutional quality;

i) Periodical conduct of Academic and Administrative Audit and its follow-up

j) Preparation and submission of the Annual Quality Assurance Report (AQAR) as per guidelines and parameters of NAAC.

Benefits

IQAC will facilitate / contribute to

a) Ensure clarity and focus in institutional functioning towards quality enhancement;

b) Ensure internalization of the quality culture;

b) Ensure enhancement and coordination among various activities of the institution and institutionalize all good practices;

c) Provide a sound basis for decision-making to improve institutional functioning;

d) Act as a dynamic system for quality changes in HEIs;

e) Build an organised methodology of documentation and internal communication.

Composition of the IQAC

IQAC may be constituted in every institution under the Chairmanship of the Head of the institution with heads of important academic and administrative units and a few teachers and a few distinguished educationists and representatives of local management and stakeholders.

The composition of the IQAC may be as follows:

1. Chairperson: Head of the Institution

2. Teachers to represent all level (Three to eight)

3. One member from the Management

4. Few Senior administrative officers

5. One nominee each from local society, Students and Alumni

6. One nominee each from Employers /Industrialists/Stakeholders

7. One of the senior teachers as the coordinator/Director of the IQAC

The composition of the IQAC will depend on the size and complexity of the institution, accordingly the representation of teachers may vary. It helps the institutions in planning and monitoring. IQAC also gives stakeholders or beneficiaries a cross-sectional participation in the institution's quality enhancement activities. The guidelines given here are only indicative and will help the institutions for quality sustenance activities.

The membership of such nominated members shall be for a period of two years. The IQAC should meet at least once in every quarter. The quorum for the meeting shall be two-third of the total number of members. The agenda, minutes and Action Taken Reports are to be documented with official signatures and maintained electronically in a retrievable format.

It is necessary for the members of the IQAC to shoulder the responsibilities of generating and promoting awareness in the institution and to devote time for working out the procedural details. While selecting these members several precautions need to be taken. A few of them are listed below:

➨ It is advisable to choose persons from various backgrounds who have earned respect for integrity and excellence in their teaching and research. Moreover, they should be aware of the ground realities of the institutional environment. They should be known for their commitment to improving the quality of teaching and learning.

➨ It is advisable to change the co-ordinator after two to three years to bring new thoughts and activities in the institution.

- It would be appropriate to choose as senior administrators, persons in charge of institutional services such as library, computer center, estate, student welfare, administration, academic tasks, examination and planning and development.

- The management representative should be a person who is aware of the institution's objectives, limitations and strengths and is committed to its improvement. The local society representatives should be of high social standing and should have made significant contributions to society and in particular to education.

The role of the Coordinator

The role of the coordinator of the IQAC is crucial in ensuring the effective functioning of all the members. The coordinator of the IQAC may be a senior/competent person with experience and exposure in quality aspects. She/he may be a full-time functionary or, to start with, she/he may be a senior academic /administrator entrusted with the IQAC as an additional responsibility. Secretarial assistance may be facilitated by the administration. It is essential that the coordinator may have sound knowledge about the computer, data management and its various functions such as usage for effective communication.

Operational Features of the IQAC

Quality assurance is a by-product of ongoing efforts to define the objectives of an institution, to have a work plan to achieve them and to specify the checks and balances to evaluate the degree to which each of the tasks is fulfilled. Hence devotion and commitment to improvement rather than mere institutional control is the basis for devising procedures and instruments for assuring quality. The right balance between the health and growth of an institution needs to be struck. The IQAC has to ensure that whatever is done in the institution for "education" is done efficiently and effectively with high standards. In order to do this, the IQAC will have to first establish procedures and modalities to collect data and information on various aspects of institutional functioning.

The coordinator of the IQAC will have a major role in implementing these functions. The IQAC may derive major support from the already existing units and mechanisms that contribute to the functions listed above. The operational features and functions discussed so far are broad-based to facilitate institutions towards academic excellence and institutions may adapt them to their specific needs.

The institutions need to submit yearly the Annual Quality Assurance Report (AQAR) to NAAC by end of September every year positively. A functional Internal Quality Assurance Cell (IQAC) and timely submission of Annual Quality Assurance Reports (AQARs) are the Minimum Institutional Requirements (MIR) to volunteer for second, third or subsequent cycle's accreditation. During the institutional visit the NAAC peer teams will interact with the IQACs to know the progress, functioning as well as quality sustenance initiatives undertaken by them.

The Annual Quality Assurance Report (AQAR) may be the part of the Annual Report. The AQAR shall be approved by the statutory bodies of the HEIs (such as Governing Council/

Executive Council/Board of Management) for the follow up action for necessary quality enhancement measures.

The IQACs may create its exclusive window tab on its institutional website for keeping the records/files of NAAC, Peer Team Reports, AQAR, and Certificate of Accreditation Outcomes and regularly upload/ report on its activities, as well as for hosting the AQAR.

Revised Accreditation Framework

NAAC has launched Revised Accreditation Framework since July, 2017 and hence AQAR format also modified, in cognizance with the new methodology. The tools and parameters are designed in the new AQAR format are in such a way that the preparation of AQAR would facilitate the HEI's for upcoming cycles of Accreditation. Data collected/prepared infuses quality enhancement measures undertaken during the years. Further, it also adds quality enhancement and quality sustenance measures undertaken in teaching, learning, research, extension and support activities of the Institution. It is hoped that new AQAR would facilitate Educational Institutions for creating a good database at Institutional level for enhancing the quality culture.

As per the Revised Accreditation Framework (RAF), the NAAC Accredited institutions need to submit the AQAR online. NAAC is in the process of ICT integration in Assessment and Accreditation. The login id for the online submission for AQAR submission will be the e-mail id used for the IIQA. The AQAR submission is part of the post accreditation module, in due course of time. NAAC portal will have the facility to submit the AQAR online and Institutions will receive automated response. AQAR of the preceding year be submitted to the NAAC within six months i.e. the institutions should submit the AQAR before 31st December of every year.

The Higher Education Institutions need not submit the printed/hard copy of AQAR to NAAC.
Mandatory Submission of AQAR by IQAC

The Executive Committee of NAAC has decided that **regular submission of AQARs is mandatory for 2nd and subsequent cycles of accreditation with effect from 16th September 2016**:

The following are the pre-requisites for submission of IIQA for all Higher Education Institutions (HEIs) opting for 2nd and subsequent cycles of A& A:

- Having a functional IQAC.
- The minutes of IQAC meeting and compliance to the decisions should be uploaded on the institutional website.
- Mandatory submission of AQARs on a regular basis for institutions undergoing the second and subsequent cycles of Assessment and Accreditation by NAAC.
- Upload the AQAR's on institutional website for access to all stakeholders.

Note: The terms and abbreviation used in AQAR are in accordance with respective manuals for assessment of NAAC. Please refer institutional manual for glossary and abbreviations terms used in AQAR.

The Annual Quality Assurance Report (AQAR) of the IQAC
(For Affiliated/Constituent Colleges)

Institutions Accredited by NAAC need to submit an Annual self-reviewed progress report i.e. Annual Quality Assurance Report (AQAR) to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the IQAC at the beginning of the Academic year. *The AQAR period would be the Academic Year. (For example, July 1, 2017 to June 30, 2018)*

Part – A

Data of the Institution
(data may be captured from IIQA)
1. Name of the Institution   MANIPAL SCHOOL OF ARCHITECTURE AND PLANNING

- Name of the Head of the institution :   Dr. (Prof.) Deepika Shetty

- Designation: Director & Professor

- Does the institution function from own campus: Yes

- Phone no./Alternate phone no.:   0820 29 24111/24119

- Mobile no.:   9448494739

- Registered e-mail: office.msap@manipal.edu

- Alternate e-mail : director.msap@manipal.edu

- Address   :ACADEMIC BLOCK 2, MIT CAMPUS

- City/Town   : MANIPAL, UDUPI

- State/UT   : KARNATAKA

- Pin Code   : 576104

2. Institutional status:
- Affiliated / Constituent: **Constituent**
- Type of Institution: Co-education/Men/Women   Co-education

- Location : Rural/Semi-urban/Urban: Rural
- Financial Status: Grants-in aid/ UGC 2f and 12 (B)/ Self financing
  (please specify) –**Self Financing**

- Name of the Affiliating University: Manipal Academy of Higher Education
- Name of the IQAC Co-ordinator :   PROF. R. N. RAMASWAMY
- Phone no. : 0820 29 24115

  Alternate phone no. 6361292368

- Mobile: 9448159810

IQAC e-mail address: iqac.msap@manipal.edu

- Alternate Email address:

3. Website address: www.manipal.edu
       Web-link of the AQAR: (Previous Academic Year):
https://manipal.edu/content/dam/manipal/mu/foa/document/AQAR-%202016-2017.pdf
   For ex. http://www.ladykeanecollege.edu.in/AQAR2012-13.doc

4. *Whether Academic Calendar prepared during the year?*

Yes/No....., if yes, whether it is uploaded in the Institutional website: Yes

Weblink: Link: https://manipal.edu/foa/about-foa/IQAC0/academic-calendar.html

https://manipal.edu/content/dam/manipal/mu/foa/document/Academic%20Calendar%20-%202017-2018.pdf

5. Accreditation Details:

Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1st	B+	-	2002	from:2002 to: 2007
2nd	A	3.30	2016	from: 11 July, 2016 to: 10 July, 2021

6. Date of Establishment of IQAC: DD/MM/YYYY: 03/06/2013

7. Internal Quality Assurance System

7.1 Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & duration	Number of participants/beneficiaries
-	-	-

8. Provide the list of funds by Central/ State Government-

UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Nil

Institution/ Department/Faculty	Scheme	Funding agency	Year of award with duration	Amount
-				

9. Whether composition of IQAC as per latest NAAC guidelines: Yes/No: **No**

    *upload latest notification of formation of IQAC

10. No. of IQAC meetings held during the year: 2

The minutes of IQAC meeting and compliance to the decisions have been uploaded on the institutional website…….
Yes/No No
  (Please upload, minutes of meetings and action taken report)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?   Yes   **No**

    If yes, mention the amount: Year:

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

    * Preparing Annual Quality Assurance Report
    * Introduced innovative methods in teaching, learning and evaluation.
    * Enhancement in teaching, learning and evaluation work.
    * Hands-On Training Workshops for faculty & students.
    * Encouraging extra-curricular activities (sports & cultural).

13. Plan of action chalked out by the IQAC in 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
To introduce MA (FM) Post Graduation Programme	Implemented
To encourage students to take up live studio projects	Projects taken by the involvement of government agencies
To encourage faculty to publish research papers	Workshops conducted on research paper writing and few papers have been sent for publication through MU SURF
Collaborative research design studio at MSAP, Manipal	Inter Culture Dialogue through Design (IDIDI) in collaboration with Univerity of Moratuwa,Srilanka and Deakin University, Australia - will be organised in Jan 2018 at MSAP, Manipal
Syllabus Revision	

14. Whether the AQAR was placed before statutory body?   Yes /No: No

   Name of the Statutory body: Date of meeting(s):

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning?
Yes/No: No   Date:

 16. Whether institutional data submitted to AISHE: Yes/No: Yes

   Year: 2017-18   Date of Submission: 03/03/2018

17. Does the Institution have Management Information System?
   Yes   **No** No

   If yes, give a brief description and a list of modules currently operational.
   (Maximum 500 words)

Part-B

CRITERION I – CURRICULAR ASPECTS

1.1 Curriculum Planning and Implementation

1.1.1 Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

Class committees are formed for each year of the program to coordinate and regulate the implementation of the curriculum and conduct of classes. Three CC meetings are held in a semester.

First CC meeting is held before the commencement of the classes to discuss about the modalities of the framing the course outcomes, learning strategies and assessment plans. Subject coordinators monitor the implementation of the coursework discussed across the sections. Subject teachers implement the coursework requirements as mentioned in the course plans. Periodical meetings are conducted between subject coordinator and subject teachers to monitor the implementation and discuss any problems encountered.

Sessional Test & Assignments are conducted as per the schedule given in the course plans and evaluation done within the prescribed time. Students are informed about their performance and counselled if necessary (For attendance less than 75% and marks less than 40%). The parents are also informed in case of poor academic performance of their wards.

Second CC meeting is scheduled after the first round of sessionals to discuss about the progress of the academic works. Any serious issues are addressed in the meeting.

Third CC meeting is held after the second round of sessionals to discuss again about the progress of the semester and preparation for the end semester examinations.

1.1.2 Certificate/ Diploma Courses introduced during the Academic year

Name of the Certificate Course	Name of the Diploma Courses	Date of introduction and duration	focus on employability/ entrepreneurship	Skill development
NA	NA	NA	NA	NA

1.2 Academic Flexibility

1.2.1 New programmes/courses introduced during the Academic year

Programme with Code	Date of Introduction	Course with Code	Date of Introduction
NA	NA	NA	NA

1.2.2 Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the Academic year.

Name of Programmes adopting CBCS	UG	PG	Date of implementation of CBCS / Elective Course System	UG	PG
NA	NA	NA	NA	NA	NA
Already adopted (mention the year)					

1.2.3 Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Courses
No of Students	NA	NA

1.3 Curriculum Enrichment

1.3.1 Value-added courses imparting transferable and life skills offered during the year

Value added courses	Date of introduction	Number of students enrolled
ARC - 14 - 213 : Elective – I (ARC - 14 - 213.1 Metal Art ARC - 14 - 213.3 Clay Art ARC - 14 - 213.2 Hospitality Art ARC - 14 - 213.4 Wood Art)	May 10, 2014	**ARC - 14 - 213: Elective – I** (ARC - 14 - 213.1 Metal Art - 41 ARC - 14 - 213.3 Clay Art - 41 ARC - 14 - 213.2 Hospitality Art - 36 ARC - 14 - 213.4 Wood Art) - 41

ARC - 14 - 214 : Elective – II (ARC - 14 - 214.1 Creative Photography ARC - 14 - 214.3 Creative Fashion ARC - 14 - 214.2 Creative Writing ARC - 14 - 214.4 Creative Gardening)		**ARC - 14 - 214 : Elective – II** (ARC - 14 - 214.1 Creative Photography -41 ARC - 14 - 214.3 Creative Fashion - 35 ARC - 14 - 214.2 Creative Writing - 39 ARC - 14 - 214.4 Creative Gardening) -41

1.3.2 Field Projects / Internships under taken during the year

Project/Programme Title	No. of students enrolled for Field Projects / Internships
B. Des (Fashion Design)	3
MA (Interior Design)	3
B. Des (Interior Design)	21
B. Arch	151
M. Arch. (UDD)	5

1.4 Feedback System

1.4.1 Whether structured feedback received from all the stakeholders.

1) Students	2) Teachers	3) Employers	4) Alumni	5) Parents
Yes	**Yes**	**Yes**	**Yes**	**No**

1.4.2 How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Periodical analysis is made from the feedback obtained. These assessments are used for the following:

1. Faculty performance is observed, counselled which is also used in the Performance Evaluation of faculty for annual incentives. This also helps in an individuals' self-introspection. It also enriches the competency level and teaching methods of faculty members further enabling to conduct various seminars/symposia and workshops in every academic year. It is through these programmes we bring out new implications that aid in teaching-learning process.
2. Infrastructure improvement is carried out based on the feedback from the students.
3. Feedback given by Employers, Alumni, Examiners and students are given importance during curriculum revision as well as coursework for the forth coming semesters.
4. Academic systems are continuously improved based on the input given by the faculty as well as students.

CRITERION II - TEACHING-LEARNING AND EVALUATION

2.1 Student Enrolment and Profile

2.1. 1 Demand Ratio during the year

Name of the Programme	Number of seats available	Number of applications received	Students Enrolled
B. Arch	*160*	1594	766
B. Des (ID)	46	306	138
B. Des (FD)	46	148	83
CFD	10	8	3
M. Arch (UDD)	20	91	39
Exe. M. Arch	20	19	18
MA (ID)	10	36	9
MA (FM)	10	8	12

					2
Ph. D.					

2.2 Catering to Student Diversity

2.2.1. Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of full time teachers available in the institution teaching only UG courses	Number of full time teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2017-18	990	80	32	53	85

2.3 Teaching - Learning Process

2.3.1 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of teachers on roll	Number of teachers using ICT *(LMS, e-Resources)*	ICT tools and resources available	Number of ICT enabled classrooms	Number of smart classrooms	E-resources and techniques used
85	All related to B Arch	Computers, laptops, scanners, printers Overhead projectors.	*16*	NA	Eg. e-books, Digital repository of project works for reference
	All the Faculty associated to PG	Projectors, Laptops (personal), scanners at institute, Plotters, Printers.	Two Studios and shared PG computer lab with fourteen systems. Shared Virtual Reality Lab.	NA	E Journals, E Books, Online Thesis Repository(institute Level), Online access to Library.
	All the Faculty associated to ID and FD.	Projectors, Laptops (personal), scanners at institute, Plotters, Printers.	5-Studios – ID programs, 4-Studios for FD programs, Shared computer lab, Virtual Reality Lab.	NA	E Journals, E Books, Online Thesis Repository (institute Level), Online access to Library, Fashion forecast database

2.3.2 Students mentoring system available in the institution? Give details. (maximum 500 words)		
Teacher Guardian Scheme – Faculty members are assigned as teacher guardian to the students in first semester which continues for further semesters. The teacher guardians are responsible for continuous mentoring of the students and acts as a first response for the parents regarding any concerns about their wards.		
Number of students enrolled in the institution	Number of fulltime teachers	Mentor: Mentee Ratio
1070	85	12.58

2.4 Teacher Profile and Quality				
2.4.1 Number of full time teachers appointed during the year (AS ON COA)				
No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
ARCHITECTURE				
62	70	4	9	5
DEPARTMENT OF DESIGN				
27	15	12	7	2

2.4.2 Honours and recognitions received by teachers
(received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018	Mr. Nikhil S Kohale	Associate Professor	Best Poster Award' - Poster titled 'Internship: Whose line is it anyways? - International Conference 'Paradox to Paradigm: Architecture in the Age of Network Society'

2.5 Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year- end examination	Date of declaration of results of semester-end/ year- end examination

B.Arch.	037401	I/I (Odd)	18.11.2017	05.01.2018
B.Arch.	037401	III/II (Odd)	18.11.2017	29.12.2017
B.Arch.	037401	V/III (Odd)	18.11.2017	30.12.2017
B.Arch.	037401	VII/IV (Odd)	18.11.2017	05.01.2018
B.Arch.	037401	IX/V (Odd)	18.11.2017	01.12.2017
E.M.Arch. (AD)	037405	I/I (Odd)	18.11.2017	20.12.2017
E.M.Arch. (AD)	037405	III/II (Odd)	18.11.2017	23.12.2017
E.M.Arch. (AD)	037405	V/III (Odd)	18.11.2017	11.12.2017
B.Des (ID)/BA(ID)	037412 / 037406	I/I (Odd)	18.11.2017	05.01.2018
B.Des (ID)/BA(ID)	037412 / 037406	III/II (Odd)	18.11.2017	12.12.2017
B.Des (ID)/BA(ID)	037412 / 037406	V/III (Odd)	18.11.2017	12.12.2017
B.Des (ID)/BA(ID)	037412 / 037406	VII/IV (Odd)	18.11.2017	05.01.2018
B.Des(FD)/ BA(FD)	037407 / 037411	I/I (Odd)	18.11.2017	05.01.2018
B.Des(FD)/ BA(FD)	037407 / 037411	III/II (Odd)	18.11.2017	28.12.2017
B.Des(FD)/ BA(FD)	037407 / 037411	V/III (Odd)	18.11.2017	19.12.2017
B.Des(FD)/ BA(FD)	037407 / 037411	VII/IV (Odd)	18.11.2017	05.01.2018
M.Arch. (UD&D)	037410	I/I (Odd)	18.11.2017	23.12.2017
M.Arch. (UD&D)	037410	III/II (Odd)	18.11.2017	28.12.2017

MA (ID)	037412	I/I (Odd)	18.11.2017	28.12.2017
MA (ID)	037412	III/II (Odd)	18.11.2017	12.12.2017
MA (FM)	037415	I/I (Odd)	18.11.2017	29.12.2017
MA (FM)	037415	III/II (Odd)	18.11.2017	29.12.2017
EVEN SEMESTER				
B.Arch.	037401	II/I (Even)	28.04.2018	11.06.2018
B.Arch.	037401	IV/II (Even)	28.04.2018	19.06.2018
B.Arch.	037401	VI/III (Even)	28.04.2018	15.06.2018
B.Arch.	037401	VIII/IV (Even)	28.04.2018	28.06.2018
B.Arch.	037401	X/V (Even)	28.04.2018	18.05.2018
E.M.Arch. (AD)	037405	II/I (Even)	28.04.2018	19.06.2018
E.M.Arch. (AD)	037405	IV/II (Even)	28.04.2018	02.06.2018
E.M.Arch. (AD)	037405	VI/III (Even)	28.04.2018	31.05.2018
B.Des (ID)/ BA(ID)	037412 / 037406	II/I (Even)	28.04.2018	12.06.2018
B.Des (ID)/ BA(ID)	037412 / 037406	IV/II (Even)	28.04.2018	19.06.2018
B.Des (ID)/ BA(ID)	037412 / 037406	VI/III (Even)	28.04.2018	15.06.2018
B.Des (ID)/ BA(ID)	037412 / 037406	VIII/IV (Even)	28.04.2018	20.06.2018
B.Des (FD)/ BA(FD)	037407 / 037411	II/I (Even)	28.04.2018	12.06.2018
B.Des (FD)/ BA(FD)	037407 / 037411	IV/II (Even)	28.04.2018	19.06.2018

B.Des (FD)/ BA(FD)	037407 / 037411	VI/III (Even)	28.04.2018	15.06.2018
B.Des (FD)/ BA(FD)	037407 / 037411	VIII/IV (Even)	28.04.2018	20.06.2018
M.Arch. (UD&D)	037410	II/I (Even)	28.04.2018	02.06.2018
M.Arch. (UD&D)	037410	IV/II (Even)	28.04.2018	31.05.2018
MA (ID)	037412	II/I (Even)	28.04.2018	31.05.2018
MA (ID)	037412	IV/II (Even)	28.04.2018	31.05.2018
MA (FM)	037415	II/I (Even)	28.04.2018	31.05.2018
MA (FM)	037415	IV/II (Even)	28.04.2018	31.05.2018

2.5.2 Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)
Progressive evaluation is done every fortnight to assess students' progress in core subjects and give feedback for improvement.   Out of the two sessionals conducted in each theory subject, one is made interactive to bring out the creativity in students' output.   Instead of assessing all the subjects separately, for a few assignments, Integration of related subjects is done for submission as well as evaluation so that the students apply the knowledge acquired in some subjects in the core subject of design.
2.5.3 Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)
Academic Calendar is prepared well before the commencement of the forth coming academic year indicating the following: 1. Semester Commencement   2. Last day for the payment of course fee   3. Registration day   4. Orientation day   5. List of holidays   6. Any other events (Institute / University)   7. Sessional dates   8. Submission date schedule for all the courses   9. Last Instruction day   10. Commencement of end semester examinations   11. Last day of examination and commencement of vacation
2.6 Student Performance and Learning Outcomes
2.6.1 Program outcomes, program specific outcomes and course outcomes   for all programs offered by the institution are stated and displayed in website of the institution   (to provide the weblink)
Details available on this link -   Links for each Discipline:

B.Arch   : https://manipal.edu/foa/program-list/barch.html

B.Des (ID) : https://manipal.edu/foa/program-list/ba-interior-design.html

B.Des(FD): https://manipal.edu/foa/program-list/bdes.html

MUDD : https://manipal.edu/foa/program-list/mudd-master-of-architecture-in-urban-design-development.html

M.A (ID): https://manipal.edu/foa/program-list/ma-interior-design.html

MA(FM)   : https://manipal.edu/foa/program-list/ma---fashion-management-.html

2.6.2 Pass percentage of students

Programme Code	Programme name	Number of students appeared in the final year examination	Number of students passed in final semester/year examination	Pass Percentage
037401	BArch	153	151	99
037404	Certificate in Fashion Design	03	03	100
037504	Executive M.Arch (Advanced Design)	03	03	100
037406	BA (Interior Design)	08	05	63
037404	B.Des (Fashion Design	03	03	100
037408	BSc (FD Couture)	0	0	0
037410	M. Arch (Urban Design & Development)	20	15	75
037411	Bachelor of Arts (Fashion Design)	03	02	67
037412	Bachelor of Design (Interior Design)	14	14	100
037413	MA (Interior Design)	03	03	100
037415	Master of Arts (Fashion	0	0	0

	Manageme nt)			

2.7 Student Satisfaction Survey

2.7.1 Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)
Link: https://manipal.edu/foa/about-foa/IQAC0/student-satisfaction-survey.html
https://manipal.edu/content/dam/manipal/mu/foa/document/Student%20Satisfaction%20Survey-2018.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding Agency	Total grant sanctioned	Amount received during the Academic year
Major projects	-Nil-			
Minor Projects	-Nil-			
Interdisciplinary Projects	-Nil-			
Industry sponsored Projects	-Nil-			
Projects sponsored by the University/ College	-Nil-			
Students Research Projects *(other than compulsory by the College)*	-Nil-			
International Projects	-Nil-			
Any other(Specify)	-Nil-			
Total				70,000

3.2 Innovation Ecosystem

3.2.1 Workshops/Seminars Conducted on Intellectual Property Rights **(IPR)** and Industry-Academia Innovative practices during the year

Title of Workshop/Seminar	Name of the Dept.	Date(s)
Mr. H.S. Tandaveshwara has conducted the expert lecture on Architectural Design & Detailing III, Structural & Construction Systems III & Building Services II	MSAP	28/08/2017-29/08/2017
PG Symposium - U TOO '17	MSAP	15/09/2017-16/09/2017
Ar. Sthaladipti Saha has conducted Expert Lecture and Workshop on the topic: "Use of Glass in Construction, Curtain wall systems and Structural glazing" for Executive PG (Advanced	MSAP	23/09/2017

Design) and B. Arch. 5th Semester students.		
Sri. Naveen Basavaraja has conducted the Expert Lecture on the topic "Steel Structures" for the students of B. Arch. – Semesters V and M. Arch. students.	MSAP	3/10/2017
Sri. Umesh Karkera has conducted the Expert Lecture on the topic "Steel Structures" for the students of B. Arch. – Semesters V and M. Arch. students.	MSAP	3/10/2017
Mr. Manish Chalana has conducted the Expert Lecture on the topic "Contemporary Urbanism - impact of technology and design innovations" for Urban Design and Advanced Design students.	MSAP	16/12/2017
one day interactive session and workshop 'Component design in Interiors' by Ar. Yeshwant Ramamurthy, Principal designer of Studio One, Secunderabad	MSAP	27/02/2018
ORIGAMI workshop by Mr. Shivaram Ananthanarayan, Goa	MSAP	17/03/2018

3.2.2 Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of the Awardee	Awarding Agency	Date of Award	Category
Nil	Nil	Nil	Nil	Nil

3.2.3 No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Centre	Name	Sponsored by
Nil	Nil	Nil

Name of the Start-up	Nature of Start-up	Date of commencement
Nil	Nil	Nil

3.3 Research Publications and Awards

3.3.1 Incentive to the teachers who receive recognition/awards

State	National	International
0	0	11 points **(06 Faculty)**

3.3.2 Ph. Ds awarded during the year *(applicable for PG College, Research Center)*

Name of the Department	No. of Ph. Ds Awarded
Nil	Nil

3.3.3 Research Publications in the Journals notified on UGC website during the year

	Department	No. of Publication	Average Impact Factor, if any
National	MSAP	0	
International	MSAP	07	

3.3.4 Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	No. of publication
-Nil-	-Nil-

3.3.5 Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or Pub Med/ Indian Citation Index

Title of the paper	Name of the author	Title of the journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citations
To investigate the Influence of Building Envelope and Natural Ventilation on Thermal Heat Balance in Office Buildings in Warm and Humid Climate	Pradeep G Kini	Earth & Environmental Science 73 (2017) 012031	2017	-	-	-

BRT System: An Approach for Sustainable Public Transport System for Mangalore City	Shanta Pragyan Das	Journal of Civil Engineering and Environmental Technology	2017	-	-	-
Interior Landscape: Behavioral and Emotional Impact on Human Psychology	Shanta Pragyan Das	Journal of Civil Engineering and Environmental Technology	2017	-	-	-
Behavioural impact of Interior Landscaping on Human psychology	Shanta Pragyan Das / Dr. Nandineni Rama Devi	International Journal of Civil Engineering & Technology	2018	-	-	-
Application of Biomimicry in Building Design	Shanta Pragyan Das	International Journal of Civil Engineering & Technology	2018	-	-	-

Housing Typolog y of pune (A case study from Nal stop to Chandni Chowk, Pune	Ketki S Darp	International Journal for new Technology and Research	2018	-		BVDU, Pune	04
Nurturin g Children s Biophili a through nature connecte dness in school building for a sustaina ble future	Sonali Walimbe / Shantanu Chitgopkar	International Journal of Civil Engineering & Technology	2018	-	-	-	-

3.3.6 h-index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the pape r	Name of the author	Title of the journal	Year of publicatio n	h-index	Number of citations excluding self citations	Institutional affiliation as mentioned in the publication
To inve stiga te the Influ ence of	Pradeep G Kini	Earth & Environ mental Science 73 (2017) 012031	2017	-	-	-

Buil ding Env elop e and Natu ral Vent ilati on on Ther mal Heat Bala nce in Offi ce Buil ding s in War m and Hum id Clim ate						
BRT Syst em: An App roac h for Sust aina ble Publ ic Tran sport	Shanta Pragyan Das	Journal of Civil Engineeri ng and Environ mental Technolo gy	2017	18	723	Faculty of Architecture, MAHE, Manipal

System for Mangalore City						
Interior Landscape: Behavioral and Emotional Impact on Human Psychology	Shanta Pragyan Das	Journal of Civil Engineering and Environmental Technology	2017	18	723	Faculty of Architecture, MAHE, Manipal
Behavioural impact of Interior Landscaping on Human psycholo	Shanta Pragyan Das / Dr. Nandineni Rama Devi	International Journal of Civil Engineering & Technology	2018	18	723	Faculty of Architecture, MAHE, Manipal

gy						
Appli cati on of Bio mim icry in Buil ding Desi gn	Shanta Pragyan Das	Internatio nal Journal of Civil Engineeri ng & Technolo gy	2018	-	-	-
Hou sing Typ olog y of pune (A case stud y from Nal stop to Cha ndni Cho wk, Pune	Ketki S Darp	Internatio nal Journal for new Technolo gy and Research	2018	-	-	-
Nurt urin g Chil dren s Biop hilia thro ugh	Sonali Walimbe / Shantanu Chitgopka r	Internatio nal Journal of Civil Engineeri ng & Technolo gy	2018	-	-	-

nature connectedness in school building for a sustainable future

3.3.7 Faculty participation in Seminars/Conferences and Symposia during the year :

No. of Faculty	International level	National level	State level	Local level
Attended Seminars/ Workshops	08	40	04	125
Presented papers	10	07	0	0
Resource Persons	01	04	01	01

3.4 Extension Activities

3.4.1 Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the Activities	Organising unit/ agency/ collaborating agency	Number of teachers co-ordinated such activities	Number of students participated in such activities
All the functions	VSO, MAHE, Manipal	1	MSAP students do volunteering
Social Outreach: Creative Workshop at Govt.School, Udupi-16th January 2018	As part of social outreach project of the iDiDe 2018, an International Design Studio conducted in collaboration with Deakin University, Australia, International Islamic University, Malaysia and MSAP, MAHE	2	20 students

3.4.2 Awards and recognition received for extension activities from Government and other recognized bodies during the year			
Name of the Activity	Award/recognition	Awarding bodies	No. of Students benefited
Dr. (Prof.) Deepika Shetty has participated as a resource person in Vision 2025 for Udupi District-04/10/2017	Recognition	District Commisioner, Udupi	

3.4.3 Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/ agency/ collaborating agency	Name of the activity	Number of teachers **coordinated** such activities	Number of students participated in such activities
Nil	Nil	Nil	Nil	Nil

3.5 Collaborations

3.5.1 Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of Activity	Participant	Source of financial support	Duration
Academic	Abhinav Goel	Self	July 2017 - October 2017
Academic	Ishan Rakshit	Self	July 2017 - October 2017
Academic	Aparna Mahesh	Self	July 2017 - October 2017
Academic	Niranjana Menon	Self	July 2017 - October 2017
Academic	Karthika Ranjit	Self	July 2017 - October 2017
Academic	Karran Kumar	Tution fee by partner University	August 2017 - January 2018
Academic	Shreshth Sengupta	Tution fee by partner University	August 2017 - January 2018
Academic	Meghana Pai K	Tution fee by partner University	August 2017 - January 2018
Academic	Shanaya D'Souza	Tution fee by partner University	August 2017 - January 2018
Academic	Neha Ann D'Sa	Tution fee by partner University	July 2017 –June 2018
International Design studio	Rishabh Garg Ishan Rakshit Prateekshya Ayushi Shreshth Sengupta Megana Ravi Karthika	Self	January 2018

	Ranjit Abhinav Goel Harshraj Singh Oorjeeta Dutta Mrinal Jain Myria Mathew Namitha K		
Academic	Sagarika Dam	Tuition fee by partner University	January 15, 2018 - June 03, 2018
Academic	Pooja Mishra	Tuition fee by partner University	January 15, 2018 - June 03, 2018
Academic	Nikita Jain	Tuition fee by partner University	January 15, 2018 - June 03, 2018
Academic	Akash N	Tuition fee by partner University	January 15, 2018 - June 03, 2018
Academic	Pragati Saraf	Tuition fee by partner University	February 14, 2018 - June 30, 2018

3.5.2 Linkages with institutions/industries for internship, on-the-job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration **(From-To)**	Participant
Internship	IAESTE Internship	Sao Carlos	06/06/2017 to 08/08/2017	Joao Victor Cruz
Internship	AEISEC Internship	Ain Shams University	01/12/2017 to 14/01/2018	Meenal Vivek Kangralkar
Internship	IAESTE Internship	Poland	10/07/2017 - 29/09/2017	Aleksandra Konstancja Chlebowska
Internship	IAESTE Internship	Romania	10/07/2017 - 10/09/2017	Victor- Alexandru Machidon
Internship	IAESTE Internship	Poland	10/07/2017 - 01/09/2017	Natalia Trochonowicz
Internship	IAESTE Internship	Poland	09/07/2017 - 01/10/2017	Ola Kompanowska
Internship	IAESTE Internship	Serbia	04/09/2017- 01/12/2017	Jelena Djordjevic
Internship	IAESTE Internship	Serbia	07/09/2017 - 27/11/2017	Milan Ostojic
Intern	IAESTE	Serbia	07/09/2017 -	Sofija Stjelja

ship	Internship		27/11/2017	
Intern ship	IAESTE Internship	Turkey	27/11/2017 - 29/12/2017	Mine Iii
Intern ship	AEISEC Internship	AAST Cairo	07/01/2018 to 10/01/2018	Dalia Roshdy
Intern ship	AEISEC Internship	Arab Academy for Science and Technology, Cairo	05/04/2018 to 16/06/2018	Serin Siji
Intern ship	AEISEC Internship	Arab Academy for Science and Technology, Cairo	05/04/2018 to 15/06/2018	Ronn Bi Ojes
Intern ship	IAESTE Internship	SHE Architekten	06/05/2018 - 27/07/2018	Karthika Ranjit
Intern ship	IAESTE Internship	Damietta	23/05/2018	Chinmay hombe gowda
Intern ship	AEISEC Internship	Misr International University	21/05/2018 to 06/08/2018	Anu Uttej Doki
Intern ship	International Association for the Exchange of Students for Technical Experience (IAESTE)	Helwig Haus and Raum Planungs Gmbh	01/06/2018 - 24/08/2018	Meghana Pai K
Intern ship	AEISEC Internship	Madrid	30/06/2018 to 09/01/2018	Ines Yelo Docio

3.5.3 MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose and Activities	Number of students/teachers participated under MoUs
Nil	Nil	Nil	Nil

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 Physical Facilities

4.1.1 Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
357.92	377.10

4.1.2 Details of augmentation in infrastructure facilities during the year

Facilities	Existing	Newly added
Campus area	170.12Ac	0
Class rooms	26	0
Laboratories	5	0
Seminar Halls	2	0
Classrooms with LCD facilities	26	0
Classrooms with Wi-Fi/ LAN	26	0

Seminar halls with ICT facilities		2	0
Video Centre		0	0
No. of important equipments purchased (≥ 1-0 lakh) during the current year.		-	5
Value of the equipment purchased during the year (Rs. in Lakhs)		-	23.72372
Others			

4.2 Library as a Learning Resource

4.2.1 Library is automated {Integrated Library Management System -ILMS}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
Easy Lib Software	Fully	4.5.2	2003

4.2.1 Library Services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	5451 (Arch) 125(FD)		295 (Arch) 22 (FD)	1045271.00 (Arch) 84120.00 (FD)	5746 (Arch) 147 (FD)	
Reference Books						
e-Books	220		Nil	Nil	220	861078.00
Journals (Print)			24 (Arch) 3 (FD)			
e-Journals	370				370	861078.00
Digital Database						
CD & Video						
Library automation						
Weeding (Hard & Soft)						
Others (specify)						

4.3 IT Infrastructure

4.3.1 Technology Upgradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Available band width (MGBPS)	Others
Existing	71	57	-	-	-	10	4	-	-
Added	-	-	-	-	-	-	-	-	-
Total	71	57	-	-	-	10	4	-	-

4.3.2 Bandwidth available of internet connection in the Institution (Leased line)

…………-……… MBPS /GBPS

4.3.3 Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
-	-

4.3.4 E-content developed by teachers such as: e-PG-Pathshala, CEC (under e-PG-Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the teacher	Name of the module	Platform on which module is developed	Date of launching e -content
Nil	NA	NA	NA

4.4 Maintenance of Campus Infrastructure

4.4.1 Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
152.80	164.25	105.53	95.07

4.4.2 Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. *(maximum 500 words)* (information to be available in institutional Website, provide link)

Link: https://manipal.edu/foa/about-foa/IQAC0/maintenance-and-campus-infrastructure.html

https://manipal.edu/content/dam/manipal/mu/foa/document/Maintenance%20&%20Campus%20Infrastructure.pdf

CRITERION V - STUDENT SUPPORT AND PROGRESSION

5.1 Student Support

5.1.1 Scholarships and Financial Support

	Name /Title of the scheme	Number of students	Amount in Rupees
Financial support	AGE Scholarship	3	74,900

from institution	Interest on subsidy for Konkani Speaking Students	2	18940
	Konkani Scholarship	44	1077600
	SAGES	24	4786000
	SAGES students - Interest subsidy on Educational Loan	1	6917
	Staff Child/Spouse Scholarship	16	1778150
			Total: 7742507

Financial support from other sources			
a) National	Minorities Scholarship under National Scholarship - Merit cum Means Scholarship for Professional and Technical Courses CS	7	143750
b) International	-	-	-

5.1.2 Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Career Guidance 2017-18	13th May, 2017	49	**Ar. Yogish Chandra Dhara** (Practicing Architect) **(2) Ar. Shantanu Chitgopkar** (Practicing Architect and Academician) **(3) Ar. Pradeep G Kini** (Dr. TMA Pai Endowment Chair in ' Sustainable Built Environment', Masters from University of Illinois, USA) **(4) Ar. Suvrata Yadav** (Specialization in 'Design for Retail Experience' from National Institute of Design, Ahmedabad) **(5) Ar. Sri Charan P** (Associate Coordinator of Research and Collaborations at MSAP, Masters from Hochschule Anhalt, Germany)

Soft skill development	2017 - 2018	2 students from ID & FD each every year	M.R. Pai Foundation Tele : 2261 4253

5.1.3 Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students by Guidance for Competitive examination	Number of benefited students by Career Counselling activities	Number of students who have passed in the competitive exam	Number of students placed
2017-18	Career Guidance 2017-18	N.A.	49	N.A.	49

5.1.4 Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	No. of grievances redressed	Average number of days for grievance redressal
1	1	1

5.2 Student Progression

5.2.1 Details of campus placement during the year

On campus			Off Campus		
Name of Organizations Visited	Number of Students Participated	Number of Students Placed	Name of Organizations Visited	Number of Students Participated	Number of Students Placed
List of Companies 2017-18 - On Campus 1. Studio Naqshbandi 2. Mancini Enterprises 3. Studio 15,73 4. OSSA Architects 5. Rhythm of Space 6. Studio Naqshbandi 7. Balan And Nambisan Architects 8. K.G Sukumaran	39	39	**LIST OF FIRMS 2017-2018 (B. ARCH)- OFF CAMPUS** 1. JCJR Partnership, Kowdiar, Thiruvananthapuram, Kerala 2. Rathi Associates, Bangalore 3. Japcon Architects, Bangalore 4. Office of Cognitive Design, Bangalore 5. Vernekar Associates, Bangalore 6. Studio 30 Architects & Planners , Bangalore 7. ACE Technocrafts Pvt. Ltd. , Udupi 8. Raineo Associates,	162	162

and Associates 9. John R Harris & Partners 10. BSB Architects 11. design collab 12. Engineering Ministries International 13. common Ground practice LLP 14. IBI consultancy India Pvt Ltd 15. design edge architects 16. STUP Design Forum 17. Habitat Technology Group 18. ALAY DESIGNS 19. Made In Earth 20. SASW Architecture 21. RC Architecture 22. K G Sukumaran and Associates 23. N+U 24. Mark On Earth 25. Shankar Narayan Architects 26. Made In Earth 27. Betweenspaces 28. Aequinox Consultants		Bangalore 9. Archi- Technics Architecture, Mangalore 10. Funktion Design Architecture, Bangalore 11. Design Ashram Consultants, Global Architect, Manjeri, Malappuram, Kerala 12. Dalip Khurana and Associates, Karnal, Haryana 13. S. G. Kreative Architect, Gurgaon, Haryana 14. Ar. Hiranya Kumar Rajkhowa, Rajkhowas Aarchitects, Guwahati 15. Rathi Associates, Bangalore 16. Axis Architecture, Bangalore 17. Rhythm of Space Architecture, Bangalore 18. Gayathri & Namith Architects, Bangalore 19. Stylobate Consultants Pvt. Ltd, Jaipur, Rajasthan 20. Design Cell Engineers & Architects, Raipur, Chhattisgarh 21. Vishwannath Associates, Bangalore 22. Matrix Architectural Solutions, Hyderabad 23. 2PKM Architects, Mysore 24. VMD Studio, Bangalore 25. SEP Architects Pvt. Ltd. Hyderabad 26. Sukanya Associates, Kolkata 27. Agarwal & Agarwal Architects, Kolkata 28. Eskay Design, Chennai		

29. Magnidus Design 30. Habitat DEA 31. S Squared Architects Pvt Ltd 32. N+U Design Studio 33. Architecture Continuous 34. Gayathri & Namith Architects 35. Studio One, Auroville 36. A Building Lab 37. Design Variable 38. A Building Lab 39. Arvind Varuna Associates			29. Studio Parametric Architects (India) Pvt. Ltd, Bangalore 30. Axis Architecture, Bangalore 31. Ravi Kumbham Architects, Hyderabad 32. Studio Parametric Architects (India) Pvt. Ltd, Bangalore 33. Advani and Associates Bangalore 34. Ar. J.N. R Balakrishna, Andra Pradesh 35. Bhumiputra Architecture, Bangalore 36. Ode - 2 - Greens, Architecture, Gurgaon 37. Ode - 2 - Greens, Architecture, Gurgaon 38. HUE Designs, Hyderabad 39. SEP Architects Pvt. Ltd. Hyderabad 40. Total Environment Building System Pvt.Ltd, Bangalore 41. Space Matrix Architects and Planners, Bangalore 42. ACE Technocrafts Pvt. Ltd. , Udupi 43. Spatium Architects, Noida, Uttar Pradesh 44. Ecumene Habitat Solutions Pvt. Ltd. Bangalore 45. p.Unity Architecture, Puducherry 46. Inspiral Architects, Bali, Indonesia 47. Qatar Design Consortium , Doha-Qatar, UAE 48. ACE Technocrafts Pvt. Ltd. , Udupi 49. Keystone Architects,Bangalore 50. M/S. Chisel Architects		

			Pvt. Ltd. Bangalore 51. M/s. Aparna Consultants, Hyderabad 52. Studio Parametric Architects (India) Pvt. Ltd, Bangalore 53. Archi- Technics Architecture, Mangalore 54. PACE Architecture, Engineering, Planning , Hawalli, Kuwait, UAE 55. Impressions Architects, Engineers and Interior Designers, Kottayam, Kerala 56. S V Consultants, Bangalore 57. Aequinox Consultants, Bangalore 58. Jibu & Thomas Architects Kochi, Kerala 59. Architecture Continuous, Bangalore 60. Sincere Architects Engineers Private Limited, Jaipur, Rajasthan 61. ARCOP Associates Pvt.Ltd., New Delhi 62. Space Matrix Architects and Planners, Bangalore 63. Design 4 Architecture, Bangalore 64. Aref Sadeq Design Consultants, Manama, Kingdom of Bahrain 65. Open to Sky Architecture, Bangalore / Kolkata 66. Vastu Shilpa Consultants, Ahemdabad 67. Prashant Gaonkar Architects & Interior Designers, Mapusa,		

			Goa		
			68. Aagamaa Designers, Kinnimulki, Udupi		
			69. Pankaj C Pandya Architects & Planning Consultants, Mombasa, Kenya		
			70. Vivek Varma Architects, Powai, Mumbai		
			71. Gulf House Engineering Co. S.P. C, Manama, Kingdom of Bahrain		
			72. Design Combine Architects & Designers, Cochin,Kerala		
			73. Vikas Dilawari Conservation Architect, Mumbai		
			74. ARCOP Asscoiates Pvt. Ltd, Bangalore		
			75. Gayathri & Namith Architects, Bangalore		
			76. CUBE Architecture, Bangalore		
			77. Kumar and Swamy Architects, Bangalore		
			78. Aratt Architecture Bangalore		
			79. SKA + PE Architecture, Kerala		
			80. Archi- Technics Architecture, Mangalore		
			81. Archi- Technics Architecture, Mangalore		
			82. Studio 30 Architects & Planners , Bangalore		
			83. Stapati Architecture, Bangalore		
			84. Ode - 2 - Greens, Architecture, Gurgaon		
			85. Jayakumar & Associates, Bangalore		
			86. Andagere Architects, Magadi Taluk, Bangalore		
			87. Bhumiputra		

			Architecture, Bangalore 88. Advani and Associates Bangalore 89. Sathe and Associates, Bangalore 90. Archi- Technics Architecture, Mangalore 91. Kumar and Swamy Architects, Bangalore 92. Associated Architects, Chembur, Mumbai 93. Rathi Associates, Bangalore 94. Thought Parallels, Architecture, Calicut, Kerala 95. MGM Architectural Studio, Thriruvananthapuram, Kerala 96. Design Associates INC Architecture, Noida, Uttar Pradesh 97. Singapore Univ. of Tech & Design, Singapore 98. Auroville Design Consultants, Auroville, Tamilnadu 99. Vastunidhi Architecture, Noida 100 . Ar. Dhanprakash, MARK ON EARTH Architects, Mangalore 101 . HUE Designs, Hyderabad 102 . Architecture Paradigm, Bangalore 103 . Gayathri & Namith Architects, Bangalore 104 . Kharche and Associates, Chennai 105 . Ar. Nikki Thomas, Nikki Thomas Architect, Bangalore 106 . Raineo Associates, Bangalore		

			107 . Interface Architects, Bangalore 108 . Ink Architecture, Bangalore 109 . Total Environment Building System Pvt.Ltd, Bangalore 110 . SIMONS AND ASSOCIATES, Udupi 111 . Office of Cognitive Design, Bangalore 112 . Gayathri & Namith Architects, Bangalore 113 . Uneven Architecture, Vadodara, Gujarat **LIST OF FIRMS 2017-2018 (M. ARCH)- OFF CAMPUS** 1. Manipal Academy of Higher Education (MAHE) 2. Aratt Developers 3. Dhathri architects 4. S R M University 5. APCRDA 6. SIGMA COLLEGE OF ARCHITECTURE, NAGERCOIL 7. Trinity college of Architecture 8. PRESTIGE CONSTRUCTION 9. VEER SURENDRA SAI UNIVERSITY OF TECHNOLOGY 10. OM DAYAL GROUP OF INSTUTIONS 11. V.C. Mirajkar Associates 12. Dige Associates 13. TATA CONSULTANCY ENGINNERING 14. Manipal Academy of Higher Education		

			(MAHE) 15. Manipal Academy of Higher Education (MAHE) **LIST OF FIRMS 2017-2018 (BA ID, BDES ID, BDES FD, MA ID) - OFF CAMPUS** 1. UDEFINE Mangalore 2. Vinyasa Architects, Bangalore 3. SPACEFORM, BANGALORE 4. AL Designer Developers LLP, Bangalore 5. ArchLine Interiors Solutions, Bangalore 6. Service and Trade (S&T) Interiors & Contracting, Oman 7. Kuvio Studio, Bangalore. 8. DESIGNQUBE, Bangalore 9. CoWrks, Bangalore 10. Studio 312, Architects, Interiors, Bangalore 11. P & T Architects and Engineers Ltd, Dubai, UAE 12. Kam's Designer Zone, Pune 13. Desarch Pentacle, Malad (W) Mumbai 14. Chestnut Storeys 15. Vinyasa Architects, Bangalore 16. VBT Consortium, Architects, Bangalore 17. HHYS Inframart, Kochi, Kerala 18. DSP Architects, Bangalore 19. California Dream Works 20. RR Lifestyle, Bangalore 21. Arvind Exports Limited, Bangalore		

			22. Scotts Garments Ltd. Peenya, Bangalore 23. Information unavailable 24. Information unavailable 25. Hidayath Group, UAE 26. DWG Architects 27. Intrinsic Classics, Bardez, Goa 28. Taj Deco Link, Mangalore 29. Etiquette Decoration Company WLL, Bahrain 30. Team for Design, Venice 31. Sara Architecture Studio, BSK II, Bangalore 32. Somya- Kriti Architects, Jaipur, Rajasthan 33. Somya- Kriti Architects, Jaipur, Rajasthan		

5.2.2 Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of Programme admitted to
2017-18	Pritansha Shukla	B. Arch	Manipal School of Architecture and Planning	National institute of Fashion and Technology	Master of Design
2017-18	Archit Mathur	B. Arch	Manipal School of Architecture and Planning	AA School of Architecture, London	Emergent Technologies and Design M.Arch
2017-18	Mohammad Omar Eqbal	B. Arch	Manipal School of Architecture and Planning	Architecture Association School of Architecture, London	MArch in Design and Make
2017-18	Deeksha	B. Arch	Manipal School of Architecture and Planning	Manipal Academy of Higher Education	Masters of Architecture (Urban Design and

2017-18	Anupriya Verma	B. Arch	Manipal School of Architecture and Planning	CEPT University	Masters in Urban Planning

5.2.3 Students qualifying in state/ national/ international level examinations during the year (eg: NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	No. of Students selected/ qualifying	Registration number/roll number for the exam
NET		
SET		
SLET		
GATE	2	
GMAT	1	
CAT	1	
GRE	7	
TOFEL	9	
Civil Services		
State Government Services		
Any Other –IELTS	14	16AE022555MOHG001A 222738 006413 IN001-177194-0140 090901008
IGBC	1	
PTE	1	
NIFT	1	
CEED	1	
NID	1	

5.2.4 Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Participants
EID Celebration (July 15, 2017)	Institutional	200
Orientation '17 (July 28 & 29, 2017)	Institutional	350 Students & Faculties
Independence Day (Aug 15, 2017)	University	50
Swachhata Pakhwada '17 (Sept 10 -17, 2017)	Institutional	50
Onam Celebration '17 (Sept 17, 2017)	Institutional	400
Sharada Pooja '17 (Sept 28, 2017)	Institutional	150

Rashtriya Ekta Diwas '17 (Nov 02, 2017)	Institutional	150	
Annual Sports Day– SEIG'6-8 Dec 2017	Institutional	Faculties, Students & Staff	
The Armed Forces Flag Day '17 (Dec 8, 2017)	Institutional	150	
Christmas And New Year Celebration '18 (Jan 15, 2018)	Institutional	200	
Inter- MAHE Women's Throw ball Tournament-20 Feb 2018-Inter Institution	Institutional	100	
Matribhasa Diwas '18 (Feb 23, 2018)	Institutional	200	
OPUS '18 (FOA-Annual Cultural Day Feb 23, 2018)	Institutional	600	
Founder's Day '18 (Apr 30, 2018)	Institutional	100	

5.3 Student Participation and Activities

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

Year	Name of the award/ medal	National/ International	Sports	Cultural	Student ID number	Name of the student
2015, 2016, 2017	South Zone- Handball Tournament and (Karaidkudi, Salem & Kakatiya, A.P)	Zonal			143701236	Aditya Shetty
2017	Students have won Mood Indigo - Vogue a Fashion Design Competition organised by IIT, Bombay from 22 Dec 17 to 25 Dec 17.		-	Cultural	153707004 153707005 163707032	Ms. Harini, Ms. Kavya, and Ms. Lipika
2018	Inter- MAHE Women's Throw ball Tournament- competed against the MIT team in the finals and secured the second		sports			The FOA women's Throw ball team

	place (20 Feb 2018)					
2018	Student has represented the University in Handball in Star Shooter Handball Tournament, Bangalore and Secured Second Place (19-21 Feb 2018)	National	sports		143701236	Mr. Aditya Shetty
2018	Womens Basket Ball Tournament (Winners)	District	sports		143701252, 153701046, 163701020, 153712007, 163701054, 163701164, 143701224, 173701150, 173712015	Sahitya, Nikhita, Gemrisha, Kruthi, Aditi, Priyanka, Myria, Archana, Shambhavi

5.3.2 Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The student council is active and instrumental in organising, participating and volunteering in University events like Utsav- anual cultural meet, the Manipal Silver Marathon 2018, Manipal Run for "Say no to Drugs"2018 and inter MAHE Sports events. The student council constitutes of student representatives; a President and 6 constituent Committee Heads (1 male and 1 female) under the guidance of a faculty incharge/co-ordinator. Their role is to encourage and identify students from various batches and conduct selection for representation in intra and inter university sports, cultural and co-curricular activities & events in coordination with MAHE- Student Affairs & Physical education Department (MIT-FOA).

5.3 Alumni Engagement

5.3.1 Whether the institution has registered Alumni Association? Yes/No, if yes give details (maximum 500 words): **NIL**

5.3.2 No. of registered enrolled Alumni:

NIL

5.3.3 Alumni contribution during the year (in Rupees) **:**

NIL

5.3.4 Meetings/activities organized by Alumni Association **:**

NIL

CRITERION VI –GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 Institutional Vision and Leadership

6.1.1 Mention two practices of decentralization and participative management during the last year (maximum 500 words)

Most of the activities/functions are decentralized with responsibilities and powers shared by various faculty. Administrative responsibilities are shared among Joint Director, Associate Directors (Academics and examinations, Associate Director (Research Development), Academic responsibility are taken care by habitat Studies, Built Environment studies and Design heads. Also, there are class committees and their Co-ordinator to look in to implementation of academic plan.

Similarly there are varying faculty responsible in looking into cultural activities, student welfare, sports,

cultural, media and branding, Training and placement, IQAC bodies, Alumini relations, Academic Repository, VSO, ICAS.

6.1.2 Does the institution have a Management Information System (MIS)?

Yes/No/Partial: Yes, The university as well as the institute have well established MIS in the areas of 1) HR 2) Finance 3) Purchase 4) Academics 5) Examinations 6)Research Data 7)Library 8) Scholarships

6.2 Strategy Development and Deployment

6.2.1 Quality improvement strategies adopted by the institution for each of the following (with in 100 words each**):**

- ❖ Curriculum Development
- Feedback from Alumni, Industry and Employers in curriculum development.
- Board of Studies

- ❖ Teaching and Learning
- Industry-academia interface for practical knowledge, Integrated learning system, innovative teaching methods, hands on workshops, field trips, case studies, study tours, interaction with alumni, guest lectures.

- ❖ Examination and Evaluation
- Progressive evaluation
- Evaluation Systems by employers/industry experts/alumni to measure the overall effectiveness of the students work
- Double Valuation of End Semester Examination

- ❖ Research and Development
- Awareness programmes on research
- Interaction with national & Internal Universities
- Consultancy projects

- ❖ Library, ICT and Physical Infrastructure / Instrumentation
- Online data bases
- E-journal

- ❖ Human Resource Management
- Faculty development programmes, QIPs,
- Environmental Awareness programmes, training & workshops, Personality
- Development programmes.
- MIS Training programmes for non- teaching staff, Hands on job training.

- ❖ Industry Interaction / Collaboration
- Guest Lectures are conducted

- ❖ Admission of Students
- Admission based on qualifying examination – NATA (National Aptitude Test for Architecture) as per Regulatory Body norms (Council of Architecture)

6.2.2 : Implementation of e-governance in areas of operations:
- ❖ Planning and Development-Implemented
- ❖ Administration- Implemented
- ❖ Finance and Accounts- Implemented
- ❖ Student Admission and Support - Implemented
- ❖ Examination - Implemented

6.3 Faculty Empowerment Strategies

6.3.1 Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year				
Year	Name of teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2017-18	Purushottam Kesar	Regional Studied Association Annual Conference 2017 – the Great Regional Awakening: New Directors held at Trinity College Dublin, Ireland during June 04-07, 2017.		50,000.00
2017-18	Sonali Walimbe	13th International Conference on Engineering, Science and Technology (ICEST'2017) during June 8-10, 2017		50,000.00
2017-18	Shantanu Chitgopkar	13th International Conference on Engineering, Science and Technology (ICEST – 2017) held at Pattaya, Thailand during June 08-10, 2017		50,000.00
2017 -18	Deepika Shetty	"History and Conservation Symposium" held at CEPT University, Ahmedabad during August 1-2, 2017.		18,040.00
2017- 18	Lulwa Khaleel	IC17 International Conference on Tourism Hospitality & Sustainable Development at Dubai, UAE during October 6-8, 2017		50,000.00
2017-18	Shanta Pragyan Dash	Interdisciplinary Conference on Healthcare and Technical Research ICHTR -2017 at MAHE, Manipal during 4-6 December, 2017		30,000.00
2017- 18	Gowri Shenoy B	Interdisciplinary Conference on Healthcare and Technical Research ICHTR -2017 at MAHE, Manipal during 4-6 December, 2017		2,500.00

2017- 18	Tanya Verma	International Conference on Environment and Natural Science (ICENS) at Venice, Italy held from December 22-23, 2017			50,000.00
2017-18	Shantharama Patil	International Conference on Composite Materials and Structures organized at Indian Institute of Technology, Hyderabad during December 27-29, 2017			43,886.00
2017-18	Sri Charan P	International Conference on Energy, Environment and Economics (ICEEE2017) at Edinburgh, UK during December 11-13, 2017			50,000.00
2017-18	Resmi G	International Conference Rediscovering Culture Transforming Fashion during 31 January, 2018 to 2 February, 2018			26,371.00
2017-18	Rajesh Kumar	Functional Textiles & Clothing Conference (FTC2018) during February 9 -11, 2018			19,480.00
2017-18	Nikhil Surendra Kohale	Paradox to Paradigm : Architecture in the Age of Network Society Women's Education Society's - Smt.Manoramabai Mundle College of Architecture,Nagpur during March 9-10, 2018			30,956.00

6.3.2 Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	Dates (from-to)	No. of participants (Teaching staff)	No. of participants (Non-teaching staff)
2017-18	Faculty Improvement Programme-Fire Mock Drill	Faculty Improvement Programme-Fire Mock Drill	24-10-17	22	2
2017-18	Origami Workshop		16-03-18	6	-
2017-18	Advanced Pedagogic and Personal		02-05-2018 to 04-05-2018	74	-

	Effectiveness Workshop				

6.3.3 No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	Date and Duration (from – to)
Energy Conservation Building Code(ECBC)	5	12-07-2017
Strength Finder Workshop - SMILE-Phase II	1	03-07-2017 to 04-07-2017
Strength Finder Workshop - SMILE-Phase II	1	05-07-2017 to 06-07-2017
Pedagogic & Personal Effectiveness Workshop	1	25-07-2017 to 28-07-2017
Mini Workshop on Use of Technology in Teaching and Learning	4	29-07-2017
History and Conservation Symposium	1	01-08-2017 to 02-08-2017
Strength Finder Workshop - SMILE-Phase II	1	07-08-2017 to 08-08-2017
Strength Finder Workshop - SMILE-Phase II	1	09-08-2017 to 10-08-2017
Advanced Facilitation Skills using NLP Workshop	1	09-08-2017 to 10-08-2017
Workshop	1	18-09-2017 to 19-09-2017
Strength Finder Workshop - SMILE-Phase II	2	19-09-2017
Strength Finder Workshop - SMILE-Phase II	1	20-09-2017
Strength Finder Workshop - SMILE-Phase II	2	22-09-2017
Strength Finder Workshop - SMILE-Phase II	1	21-09-2017
Protecting and Interpreting Cultural Heritage in the age of Digital Empowerment-Public Outreach Conference	1	23-09-2017
Vision 2025-Basic Facilities for Urban Smart cities	1	04-10-2017
International Conference on Tourism, Hospitality and Sustainable Development (IC17 Dubai Conference)	1	06-10-2017 to 08-10-2017
All India Seminar on Architectural Technologies for Building Engineers	1	14-10-2017 to 15-10-2017
All India Seminar on "Architectural Technologies for Building Engineers"	1	13-10-2017 to 14-10-2017
Mini Workshop on Congenial Classroom Climate-Creating conditions conducive to learning	2	21-10-2017
Faculty Improvement Programme-Fire Mock Drill Demo	24	24-10-2017
6th IUDI National Urban Design Thesis Seminar	2	03-11-2017 to 04-11-2017
The Science of Meditation	2	07-11-2017
Pre Conference Workshop- IX National	1	09-11-2017

Conference on Health Professions'Education(NCHPE)- "Engaging new generation lerners : What faculty must know?"		
"IX National Conference on Health Professions'Education(NCHPE)" Theme- Faculty Development : Expanding Horizons... Fostering Change	1	10-11-2017 to 11-11-2017
Agama Shastra and Heritage Conservation	1	17-11-2017 to 18-11-2017
Humboldt Colloquium - Germany and India - Partners in Education and Research"- Interdisciplinary Workshops	1	24-11-2017
Mini-Workshop on Reflections & Learning Portfolios	2	12-12-2017
Interdisciplinary Conference on Healthcare and Technical Research (ICHTR) - 2017	2	04-12-2017 to 06-12-2017
Special Learning Session-The Brain is always Recording	1	02-12-2017
Mini Workshop on "Hybrid Classroom"	1	08-12-2017
Interdisciplinary Conference on Healthcare and Technical Research (ICHTR) - 2017	1	04-12-2017 to 06-12-2017
19th General Assembly of International Council on Monuments and Sites(ICOMOS) International 2017-Scientific Symposium	1	09-12-2017 to 15-12-2017
International Conference on Energy, Environment and Economics (ICEEE2017)	1	11-12-2017 to 13-12-2017
ISERD - 300th International Conference on Environment and Natural Science	1	22-12-2017 to 23-12-2017
International Conference on Composite Materials and Structures (ICCMS)2017	1	27-12-2017 to 29-12-2017
MoRD Initiated National Workshop titled "Workshop On Housing Designs and Construction Technologies"	2	16-01-2018
National Level Sculpture Camp	1	16-12-2017 to 23-12-2017
ABHIVYAKTI-A Collection of Abstract Paintings	1	19-12-2017 to 20-12-2017
International Conference 3rd Vishva Veda Vijnana Sammelan(VVVS) Theme: Vedic and Modern Sciences: Insights, Interfaces and Intergration (Deliver a talk in 3rd World Congress of Vedic Sciences)	1	10-01-2018 to 13-01-2018
COA initiated TRC Training Program "Conservation of Architectural Heritage"	6	15-01-2018 to 19-01-2018
Gurukul Group Exhibition of Paintings	1	23-01-2018
All India Workshop on Training Group Leaders in Tribal Housing Technologies	1	26-01-2018 to 28-01-2018
COA initiated TRC Training Program "Sitecraft"	10	29-01-2018 to 02-02-2018

SMILE-Phase II - Development Leadership Presence Workshop	2	29-01-2018
'Rediscovering Culture: Transforming Fashion'	1	31-01-2018 to 02-02-2018
Meditation For Masterful & Meaningful Mentoring	2	08-01-2018
National Contemporary Public Related Stone Camp	1	28-01-2018
Case Based Learning	3	05-02-2018
National Conference on Emerging trends in the Apparel Sector-Delivered a talk on "Creation of design and Portfolio Presentation"	1	07-02-2018
Functional Clothing And Textile Conference	1	09-02-2018 to 11-02-2018
"Kala ke vividh Pratibimb"	1	24-02-2018 to 25-02-2018
Tie & Dye Workshop	1	03-03-2018
One day Awareness Workshop Nidhi - Entrepreneur - In -Residence	2	03-03-2018
Understanding the Upanishads- Teaching that which cannot be Taught	8	08-03-2018
Paradox to Paradigm : Architecture in the Age of Network Society	1	09-03-2018 to 10-03-2018
Hands-on Workshop on Geographical Information System (GIS) in Public Health	2	09-03-2018 to 11-03-2018
Transformational Leadership	4	16-03-2018
Manipal Research Colloquium 2018	2	03-04-2018 to 05-04-2018
Engaged in a Dialogue Session-National Seminar on Art and Cultural Heritage of Coastal Karnataka ad Evolution of Modern Art in the Coastal Districts of Karnataka	1	06-04-2018 to 07-04-2018
Understanding the Upanishads	1	12-04-2018
Resource Person in One day Workshop on "Law Degree & Beyond"(Technical session)	1	13-04-2018
Resource Person in the course titled "Dental Practice Management" for interns on the topic "Dental Clinic Design"	2	14-04-2018
Is Architecture at Crossroads? Conference-2018	25	14-04-2018
Advanced Pedagogic and Personal Effectiveness Workshop	72	02-05-2018 to 04-05-2018
Sculpting an Academic Teaching Portfolio	3	14-05-2018
ICASID 2018:20th International Conference on "Architectural Systems and Interior Design"-World Academy of Science, Engineering and Technology	1	14-05-2018 to 15-05-2018
8th International Conference on Emerging Trends in Engineering	1	14-05-2018 to 15-05-2018
Understanding the Upanishads- Reflections in a mirror	1	17-05-2018

International Conference on Business, Economics, Social Science and Humanities (ICBESSH-18)	1	20-05-2018
Performance Management System	1	30-05-2018
'RSA Annual Conference 2018' themed 'A World of Flows: Labour Mobility, Capital and Knowledge in an Age of Global Reversal and Regional Revival'	1	03-06-2018 to 06-06-2018
Certificate Course on Research Orientation	1	04-06-2018 to 09-06-2018
International Conference on Arts, Education and Social Science (ICAES)	1	07-06-2018 to 08-06-2018
Accelerating Growth at MAHE-Leadership Imperatives	1	14-06-2018

6.3.4 Faculty and Staff recruitment (no. for permanent/fulltime recruitment):

Teaching		Non-teaching	
Permanent	Fulltime	Permanent	Fulltime/temporary
16	-	-	1

6.3.5 Welfare schemes for

Teaching	Medicare facilities, Group insurance, PF & Pension Schemes, Gratuity, Scholarships for children, School Fee reimbursement, LTC, Conference facilities, Research Incentives, Staff Utsav, sports etc
Non teaching	Medicare facilities, Group insurance, PF & Pension Schemes, Gratuity, Scholarships for children, School Fee reimbursement, ESI, Staff Utsav, sports etc
Students	Scholarship

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly
  (with in 100 words each)

The Audit in MAHE is being carried out by external agencies who are appointed by the Finance committee.

The Audit is by way of:

- Internal Audit.

- Statutory Audit

The **Internal Audit** from last 4 financial years has been entrusted to an external party. They carry out the audit for each quarter of the year. They are mainly into transactional audit which is done on the test basis. They also look into the physical verification of stocks, cash verification at institutional level. They look into the internal controls of the financial system. They highlight the deficiency in the system, if any and advice the Management for remedial measures.

The **Statutory Audit** is carried out annually. In order to reduce the burden at the end of the financial year the external audit team visits MAHE at the end of six month i.e., September and carries out the half yearly audit. Subsequently the Final audit is carried out in the month of June / July.

The financials are prepared according to the prevailing laws. They are then approved by the Finance committee.

Along with the above two Audits, University also has:

- Audit of its PF Trusts and Gratuity trust

- ISO Audit

- Audit of the Research Grants.

- Audit of the conference and workshop conducted.

Till to-date there are no major observations from the external auditors or internal Auditors.

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

Name of the non government funding agencies/ individuals	Funds/ Grants received in Rs.	Purpose
TCQM, Manipal	70,000	Influences of Spatial Contexts of Public Spaces on Perceptions of Safety among Women and their Mental Health – PI - Sanghamitra Roy

6.4.2 Total corpus fund generated   Nil

6.5 Internal Quality Assurance System

6.5.1 Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	-	Yes	MAHE
Administrative	Yes	M/s T U V Rheinland-	Yes	MAHE

			External Agency		

6.5.2 Activities and support from the Parent – Teacher Association (at least three)
NA

6.5.3 Development programmes for support staff (at least three)
English Class for Communication skill Training in computer skills Student information system – Operating system training Faculty improvement programme-Fire Mock Drill

6.5.4 Post Accreditation initiative(s) (mention at least three)

6.5.5

a. Submission of Data for AISHE portal : (**Yes** /No)

b. Participation in NIRF   : (**Yes** /No)-Architecture

c. ISO Certification   : (**Yes** /No)

d. NBA or any other quality audit   : (Yes /**No**)

6.5.6 Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting activity	Duration (from-----to------)	Number of participants
-	-	-	-	-

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES
7.1 - Institutional Values and Social Responsibilities
7.1.1 Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period (**from-to**)	Participants	
		Female	Male
Women Health & Nutritional Awareness organised by MAHE	23-06-2018	1	0

7.1.2 Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the College met by the renewable energy sources

Contribution to environmental awareness / protection

Subjects like Environmental studies, Sustainability studies, Conservation architecture, and Landscape architecture are integral part of curriculum.

Students discouraged from using non-biodegradable materials for academic

7.1.3 Differently abled (Divyangjan) friendliness

Items Facilities	Yes/No	No. of Beneficiaries
Physical facilities		
Provision for lift	Yes	-
Ramp/ Rails	No	-
Braille Software/facilities	No	-
Rest Rooms	No	-
Scribes for examination	No	-

| Special skill development for differently abled students | No | - |
| Any other similar facility | INSIG – fashion show for autism | - |

7.1.4 Inclusion and Situatedness

Enlist most important initiatives taken to address locational advantages and disadvantages during the year

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date and duration of the initiative	Name of the initiative	Issues addressed	Number of participating students and staff
2017-18		1	16 January , 2018	Creative Workshop at Govt.School, Udupi As part of social outreach project of the iDiDe 2018, an International Design Studio	The workshop encouraged children's creativity and instilled confidence in them. The children were very enthusiastic in showcasing their artistic skills.	20 students and 2 Faculties
2017-18	1		2 February, 2018	Site visit : Veerabhadra Temple-Location : Hiriadka	As the Temple was under renovation it was a good case study visit to explain the construction process to the students.	Students of II sem , B.arch
2017-18	1		Feb 2, 2018	Site visit : Pattada mane House-Location: Kanajar	It is almost a century old House that has been conserved by the village members and houses the village diety	Students of II sem , B.arch

7.1.5 Human Values and Professional Ethics

Code of conduct (handbooks) for various stakeholders

Title	Date of Publication	Follow up (maximum 100 words each)

Nil	Nil	Nil

7.1.6 Activities conducted for promotion of universal Values and Ethics (VSO TARANG)

Activity	Duration (from-------to-------)	Number of participants
Onam Celebration	17 September, 2017	MSAP family
Sharada Pooja	28 September, 2017	MSAP family
Diwali Celebration	20 October, 2017	MSAP family
Rashtriya Ekta Diwas	02 November, 2017	MSAP family
The Armed Forces Flag Day	8 December, 2017	MSAP family
Christmas, New year celebrations	15 January, 2018	MSAP family
Matribhasha Diwas	21 February, 2018	MSAP Family

7.1.7 Initiatives taken by the institution to make the campus eco-friendly (at least five)

- Environmental Awareness programmes.
- Planting trees.
- Reduction of paper consumption.
- Recycled and reuse of material for academic related works.

7.2 Best Practices

Describe at least two institutional best practices
Upload details of two best practices successfully implemented by the
institution as per NAAC format in your institution website, provide the link

Link: https://manipal.edu/foa/about-foa/IQAC0/best-practices.html

https://manipal.edu/content/dam/manipal/mu/foa/document/Best%20Practices-2017-18.pdf

7.3 Institutional Distinctiveness

Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust
Provide the weblink of the institution in not more than 500 words

Link: https://manipal.edu/foa/about-foa/IQAC0/institutional-distinctiveness.html

https://manipal.edu/content/dam/manipal/mu/foa/document/Institutional%20Distinctiveness-2017-18.pdf

8. Future Plans of action for next academic year (500 words)

International Collaborations

Introduction of new courses

Infrastructure Development

Name Prof. Ramaswamy R N
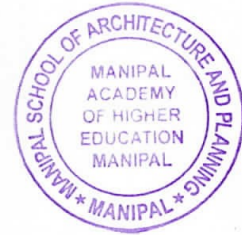
Name Dr. (Prof.) Deepika Shetty

R N Ramaswamy

Deepika

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

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DIRECTOR
Manipal School of Architecture and Planning
MAHE, Manipal

Abbreviations:

CAS	-	Career Advancement Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution

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For Communication with NAAC

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