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

Best practice 1:

1. **Title of the Practice:** Automation of College Campus

2. **Objectives of the Practice**

➢ To digital learning and engagement tool for learning

➢ To performance tracking tool for students

➢ To increase the efficiency of academic administration

➢ To smooth functioning of teaching and communication

➢ To enhance the effective communication of students and faculties

➢ To strengthen the teaching method though smart board and projector

Outcomes of Automation of College Campus

➢ Increase in the teaching methods

➢ Increases potential to gain knowledge

➢ Benefits both institutions and students

➢ Facilitates overall control of the college

➢ Health and well-being of the occupants

➢ Optimization of teaching efficiency

3. **The Context**

The processes helps colleges efficiently manage and update documentation required for accreditation. This includes maintaining records of faculty qualifications, student achievements, infrastructure details, etc. it has related to teaching-learning processes, infrastructure, governance, and more. Automation can facilitate continuous monitoring and tracking of compliance with these criteria. Automation can aid in compiling data, generating reports, and ensuring consistency and accuracy and it can also assist in collaborative editing

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and version control, involving multiple stakeholders. Advanced analytics can provide insights into trends, strengths, weaknesses, and areas needing improvement, which are crucial for strategic planning and continuous enhancement. By reducing the time and effort spent on manual tasks such as data entry and report generation, automation allows colleges to allocate resources more efficiently. This can free up staff to focus on more value-added activities that contribute directly to educational quality and institutional development.

The Practice

1.   Efficient Resource Management: Automation helps in managing resources more efficiently. For instance, automated systems for energy management can optimize proper communication of attendance and maintenance of internal assessment through ERP system which will be effectively from the academic year 2024-25.

2.   Improved Administrative Processes: Automation of administrative processes such as admissions, fee collection, attendance tracking, and academic record management enhances efficiency and transparency.

3.   Enhanced Communication and Engagement: Automated communication systems (like email alerts, notifications, and portals) facilitate seamless communication between students, faculty, and administration. This improves engagement and ensures timely dissemination of information, which is essential for maintaining institutional transparency and accountability.

4.   Data-Driven Decision Making: Automation enables colleges to collect, analyze, and utilize data more effectively. This supports evidence-based decision-making processes related to academic planning, resource allocation, and institutional development.

5.   Safety and Security: Automated systems for campus security, including CCTV surveillance, access control systems, and emergency notification systems, contribute to a safer and more secure campus environment.

6.   Sustainability Initiatives: Automation can support sustainability efforts by monitoring and optimizing energy usage, water consumption, and waste management processes. Implementing green technologies and practices demonstrates commitment to environmental sustainability.

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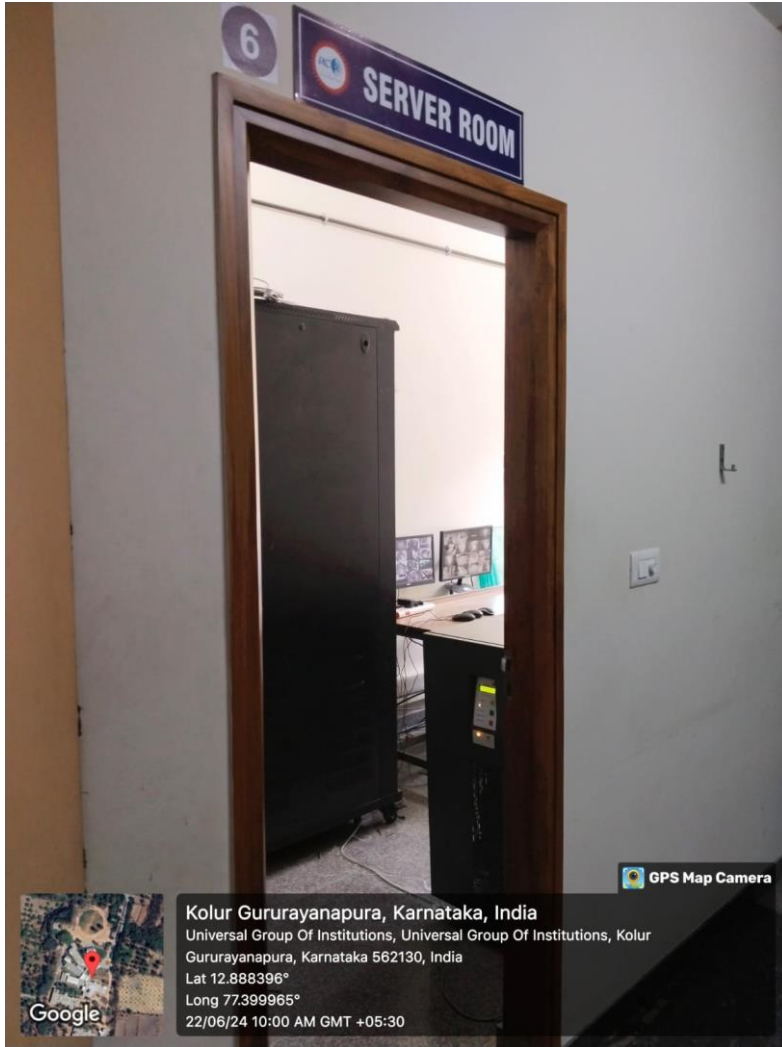Ramohalli Post, Tavarekere Hobli,
Bangalore - 560 074.

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4.   Evidence of Success

The institution understands its responsibility for providing barrier free environment for the students and the faculty members in order optimize the good communication and teaching methods.

- **Server Room (CCTV and WIFI)**

Kolur Gururayanapura, Karnataka, India
Universal Group Of Institutions, Universal Group Of Institutions, Kolur Gururayanapura, Karnataka 562130, India
Lat 12.888396°
Long 77.399965°
22/06/24 10:00 AM GMT +05:30

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- **UPS Server**

- CCTV Systems
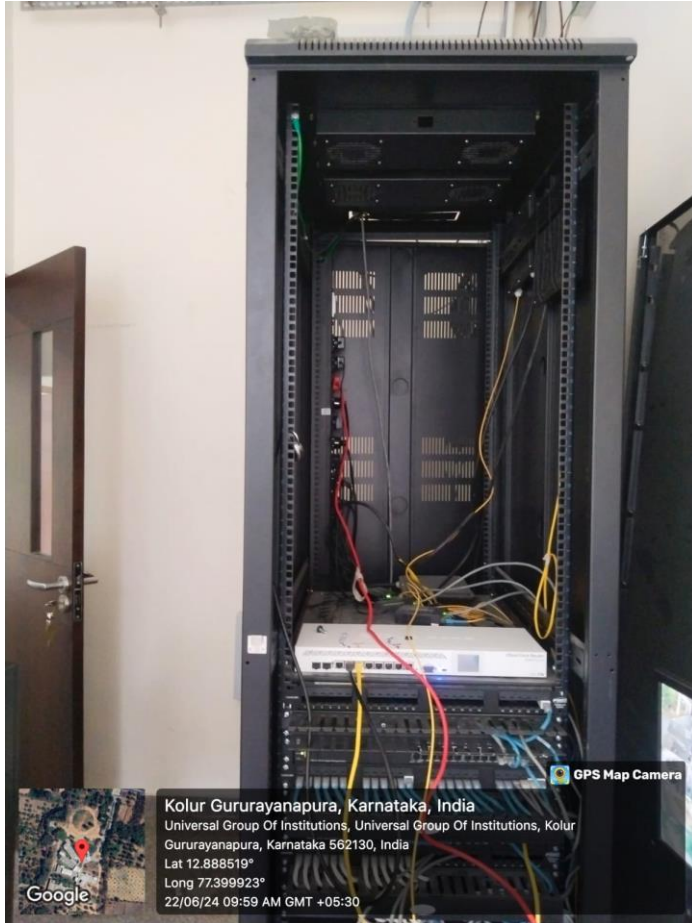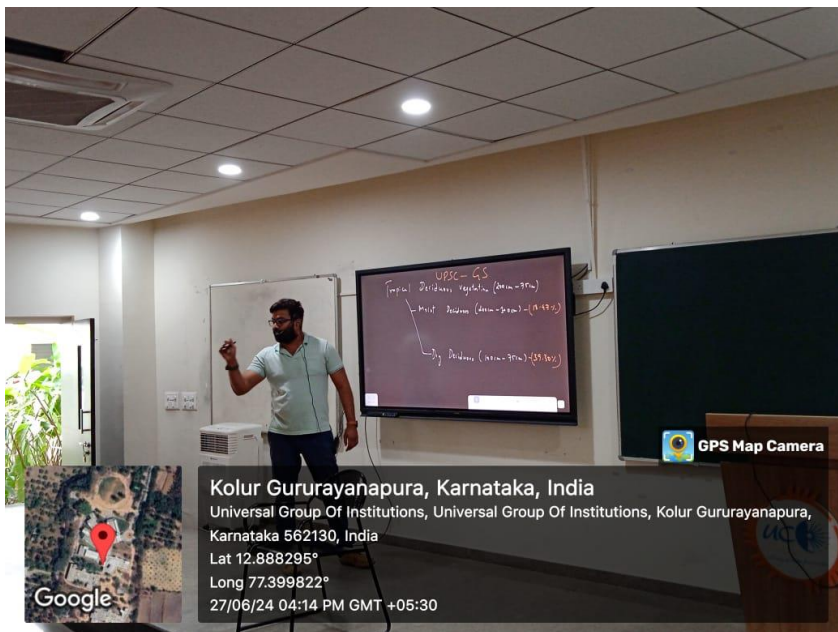

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- **WIFI System**

- **Digital Board (2 existing)**

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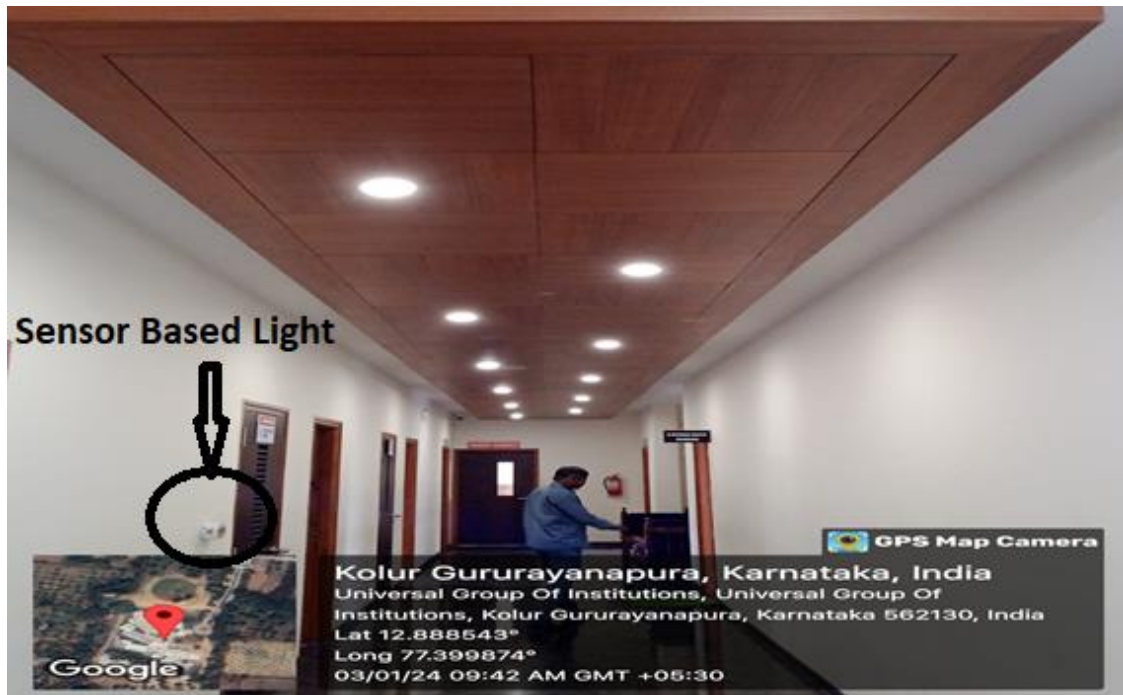Ramohalli Post, Tavarekere Hobli,
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- **Projector (in 12 class rooms)**

- **Use of Sensor Based Lights in Chairman's Chamber Corridor and Ground Floor**

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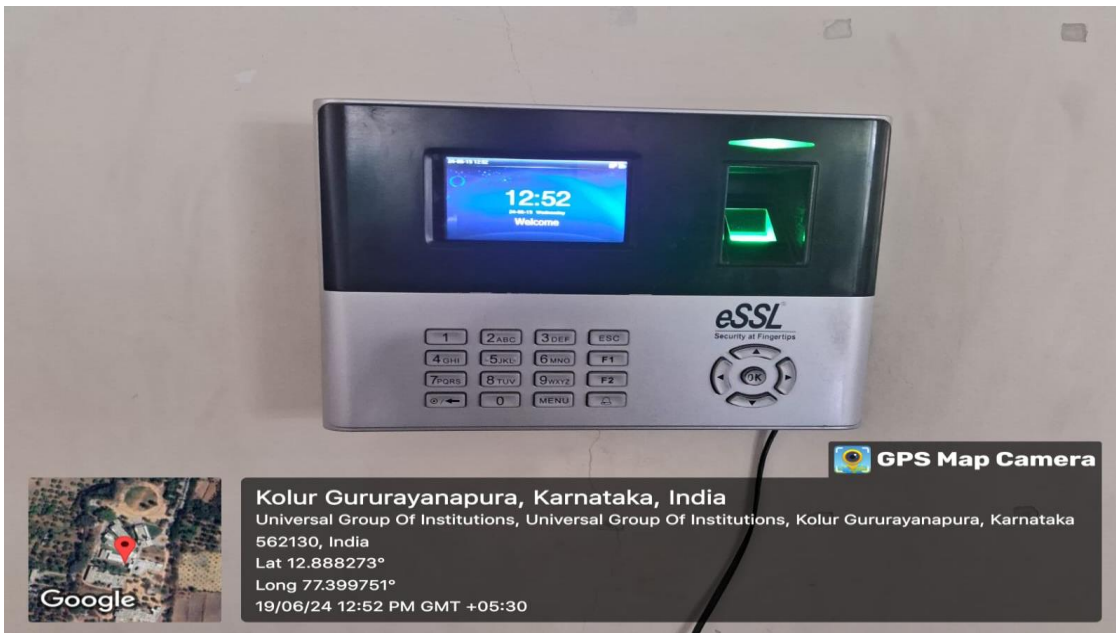Ramohalli Post, Tavarekere Hobli,
Bangalore - 560 074.

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BIOMETRIC MACHINE FOR STAFF

Kolur Gururayanapura, Karnataka, India
Universal Group Of Institutions, Universal Group Of Institutions, Kolur Gururayanapura, Karnataka
562130, India
Lat 12.888273°
Long 77.399751°
19/06/24 12:52 PM GMT +05:30

BIO METRIC FOR STUDENTS

Kolur Gururayanapura, Karnataka, India
Universal Group Of Institutions, Universal Group Of Institutions, Kolur Gururayanapura, Karnataka
562130, India
Lat 12.888273°
Long 77.399751°
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BIO-METRIC FOR LIBRARY

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Universal Group Of Institutions, Universal Group Of Institutions, Kolur Gururayanapura, Karnataka
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- **E-Governance: Online Fee Portal and Screenshots:**

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- **E-Governance: Finance and Accounts Screenshots:**

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- **Screenshots of Student pre-admission and admission support:**

5. Problems Encountered and Resources Required

While automating college processes, including those related to NAAC accreditation, offers numerous benefits, it can also present certain challenges and resource requirements:

Challenges:

Initial Investment: Implementing automation systems often requires a significant upfront investment in technology infrastructure, software licenses, and possibly consulting services for customization and integration with existing systems.

Integration Complexity: Colleges may face challenges in integrating new automation systems with legacy IT systems already in place. This could lead to compatibility issues, data migration challenges, and the need for additional training for staff.

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Change Management: Automation initiatives often require changes in workflows and processes. Resistance to change from staff accustomed to traditional methods can be a barrier. Effective change management strategies, including training and clear communication, are essential to mitigate this challenge.

Data Security: With automation comes the need for robust data security measures to protect sensitive information such as student records, faculty details, and institutional data. Ensuring compliance with data protection regulations adds another layer of complexity.

Resource Requirements:

Technology Infrastructure: Colleges need robust IT infrastructure, including servers, networking equipment, and possibly cloud computing services, to support automated processes securely and efficiently.

Software Solutions: Investing in suitable software solutions for document management, data analytics, workflow automation, and compliance tracking is essential.

Skilled Personnel: Adequate staffing with IT professionals, data analysts, and project managers is necessary to implement and maintain automated systems effectively. Training programs may be required to up-skill existing staff members.

Consulting and Integration Services: Depending on the complexity of automation needs, colleges may need to engage external consultants or vendors for system customization, integration with existing platforms, and initial setup.

Data Security Measures: Implementing comprehensive data security measures, including encryption, access controls, and regular audits, requires dedicated resources and possibly investment in cybersecurity tools and services.

Continuous Improvement: Allocating resources for ongoing evaluation and enhancement of automated systems is crucial. Colleges should plan for periodic reviews, feedback collection, and updates to ensure that automation continues to meet evolving needs and regulatory requirements.
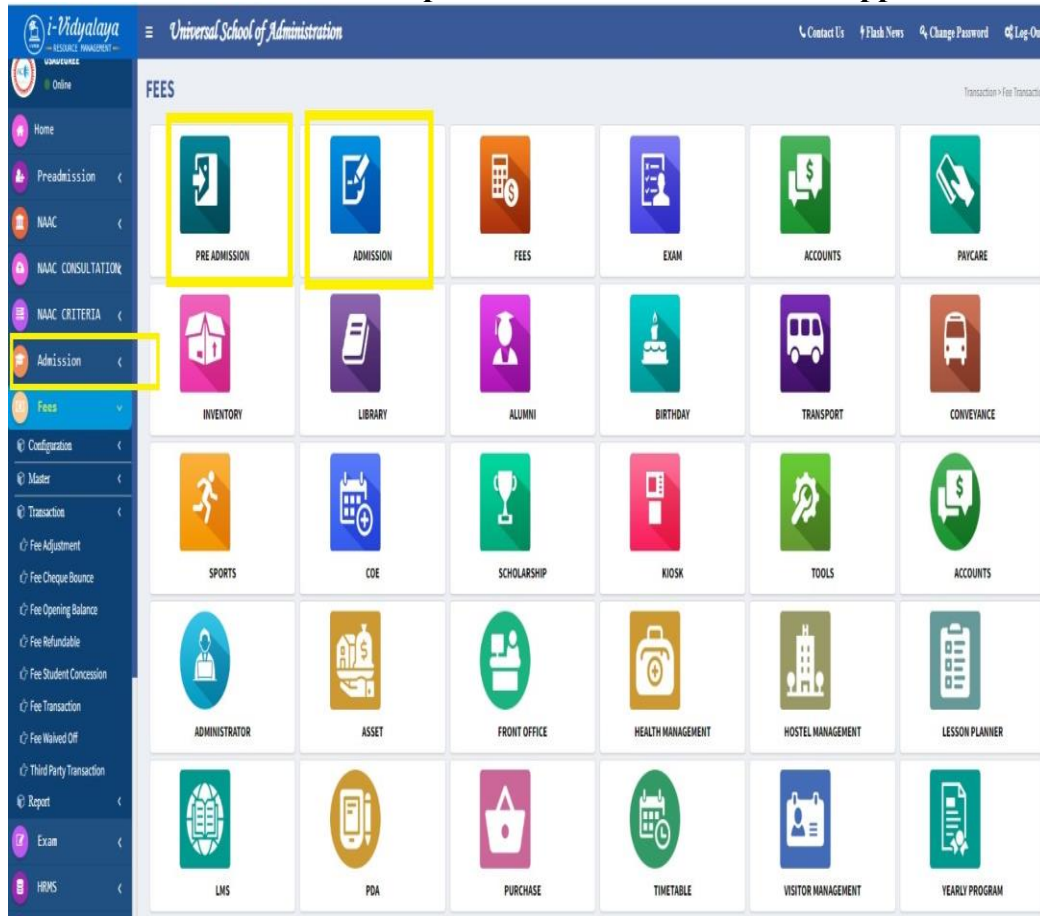
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Best Practice: 2

1. **Title of the Practice:** Extend a Helping Hand, Cultivate Our Community

2. Objectives of the Practice

What are the objectives/intended outcomes of this "best practice" and what are the underlying principles or concepts of this practice

Objective 1: Ensuring the development of sense of social responsibilities among students.

Objective 2: Use of Empirical instead of theoretical approach, that has been done by reaching out in the community to understand the ground reality.

Objective 3: To improve learning by promoting civic engagement and strengthening communities through addressing societal needs.

3. Context

Outreach programs play a significant role in the development of communities by providing access to resources, education, and opportunities that help individuals and families thrive. These programs aim to improve the health, well-being, and economic status of those in need and can be found across various sectors, including education, healthcare, social services, and non-profit organizations.

 In the context of outreach programmes as one of its best practices, College has always held community engagement as a necessary requisite for a well-rounded education. The vision of the founder was to produce a generations of students who would become a part for the upliftment of the society over and above individual gain and success. Since the time of inception of the institution, the college has initiated various community engagements, being carried over the years, under one initiative titled Community Outreach Programmes (COPS). This   initiative   is   well   coordinated   with   various   central   and   state   government

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schemes/initiatives aimed at facilitating community development through the involvement of teachers and students.

4. The Practices

In order to achieve the objectives of the Indian Red cross society and to meet the vulnerable people within the local community Indian Youth Red Cross Wing of Universal School of administration conducted several activities, seminars, orientation program to the students. It created awareness for the betterment of society

On 22 February 2022 organizing a program on opening minds challenging lives in Sneha Jyothi orphanage children's center Thagachaguppe village. Donated stationary items, story books, novels, first aid kit and a small amount as a contribution. Our college students showed their commitment to social issues and social responsibility.

Thagachaguppe, Karnataka, India
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Lat 12.866144°
Long 77.453003°
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On 26 February 2022 IYRC wing visited Sporthi Dhama and old age and or functions in Kammasandra village Bangalore and made donation in a form of money, food and other materials to old age and orphan children,

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On 26 March 2022 conducted 'Voluntary blood donation and Free medical checkup camp' in association with Indian youth Red Cross with Vision tech, Narayana Health centre, Rajarajeshwari dental College. Students and faculties donated 117 units of blood and neighboring villagers got benefited from this camp.

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Awareness Programmes:

On 12th February 2021 IYRC wing distributed sanitary napkins to the girls with the tagline of "NO SHAME-PERIODS" Which proves that our college as commitment towards wellbeing and care about of our girl students.

On 27th November 2021 the IYRCW organized a program in the name of Awareness program on First Aid delivered the guest speech by Dr Nagarjuna K.P. programme chaired by Vishwas Principal. Universal School of Administration. Guest speaker He created awareness and enlightened with his words to students.

On 3rd December 2022 red cross with association of women empowerment cell organized talk on menstrual health and hygiene by doctor Nayna Kumari S Kadamba from Sparsh hospital Bangalore.

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On 17 November 2022 our volunteers participated in Road Accident Prevention Day which is conducted by Departments of Health and Family welfare and youth empowerment and sports.

On 8th May 2023 International Red Cross Day celebrated in college, the programme chaired by R Upendra shetty Chairman universal group of institutions. Dr Sangamanath Nidagundi Medical Officer from Samgam Hospital RR nagar visited as key speaker delivered lecture on methods and prevention during the time of Blood donation and motivated students to donate blood one in three months.

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5. Evidence of Success

In order to achieve the objectives of the Indian Red cross society and to meet the vulnerable people within the local community our college conducted several activities, seminars, orientation program to the students. It created awareness for the betterment of the society.

Voluntary blood donation and free medical checkup camp for villagers on the account of Founders Day Celebration

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Best practice 3:

➢ **Title of the Practice:** Sustainability of Green Campus

Objectives of the Practice

➢ To maintain the greenery at every corner of the campus

➢ To protect and conserve ecological systems and resources within the campus

➢ To ensure judicious use of environmental resources to meet the needs and aspirations of the present and future generations

➢ To integrate environmental concerns into policies, plans and programmes for social development and outreach activities

➢ To increase the number of saplings especially to maintain the quality of the environment

Outcomes of Green Campus

➢ Increase in productivity of occupants

➢ Increases potential to gain knowledge

➢ Benefits both institutions and students

➢ Carbon neutral environment, enhancing air quality

➢ Sustain the quality of environment

➢ Health and well-being of the occupants

The Context

Our main focus behind this Green campus program is to ensure the sustainability of sufficient water, materials and other resources for our present and future generation. But the main challenge is the proper translation of the education for environmental sustainability into practice so that it can be more effective in order to attain the good quality. Any new development should consider for maintaining the proper balance of economic, social and environmental conditions and the participation of all the staff members and students is very important into the practice. More stress is being given on the proper infrastructure development so as to continue and maintain the green practices.

The Practice

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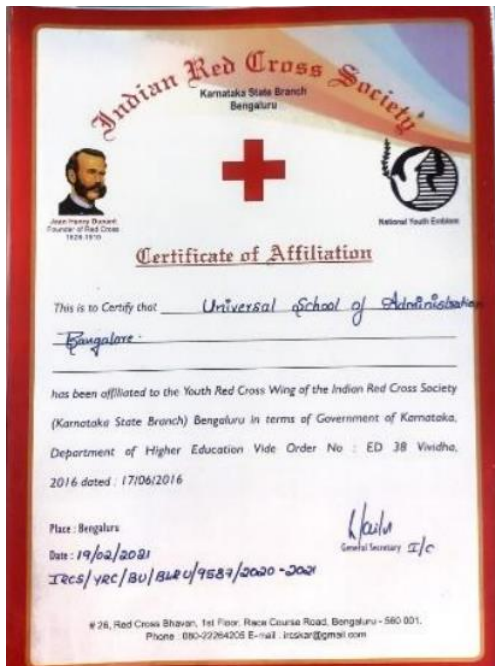Ramohalli Post, Tavarekere Hobli,
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Campus-wide initiatives at reducing, reusing and recycling are helping it achieve a green code of living which includes:

• **Use of renewable energy:** Installation of a modern method of Solar Heat Pump for conservation energy source at Girls Hostel. The system also has a net metering system in its parking area.

• **Energy Conservation:** The policy on energy conservation highlights on developing a proactive and progressive approach to providing energy efficient, responsible, and cost-effective operations on campus. LED lighting, false ceilings to reduce heat load, as well as abundant natural light makes the building energy efficient.

• **Water harvesting:** Rain water harvesting system with proper pipe channel to store the water that is going to use for gardening purpose.

• **Sewage management**: sewage treatment plant to ensure zero discharge to municipal sewer line with plans to use treated water for horticulture. Garbage handed over to BBMP for proper disposal. No hazardous waste produced on campus.

• **Efforts for Carbon neutrality:** Green footprint through 7.5 acre of land out of 10.5 acre of campus area.

• **Plantations**: Lush green gardens covered all around the campus. From the beginning till the end the college scattered with abundant greenery. The college itself has NSS that will be conducting program frequently for swaccha bharath abhiyan and plantation of saplings.

• **Scheme for vehicles**: It is residential college where the students will be staying in the hostel and only few students will be coming from outside, they are not allowed to bring vehicles. College has been provided the bus facilities for them. This is the most efficient scheme for reducing emissions thereby reducing air pollution.

• **E-waste management:** Disposal of e-waste is an emerging global environment and a public health issue. All loosely discarded e-waste is collected at the university and handed over to external vendors.

Evidence of Success

The institution understands its responsibility for providing barrier free environment for differently-abled, hence has made all provisions including ramps/lifts, Disabled friendly washrooms, human assistance etc. for them.

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- **PLANTATION OF SAPLINGS**

- **DIGGING FOR PLANTATION**

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- **PLANTATION OF SAPLINGS**

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Long 77.404031°
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South, Bengaluru - 560074.   Phone: +91 9686664985 / 1 / 3

Bengaluru, Karnataka, India
XJQ3+9W6 Kolur, ramohalli post, south,
Bengaluru, Karnataka 560074, India
Lat 12.888691°
Long 77.404487°
07/11/22 05:15 PM GMT +05:30

Bengaluru, Karnataka, India
XJQ3+9W6 Kolur, ramohalli post, south,
Bengaluru, Karnataka 560074, India
Lat 12.888657°
Long 77.404785°
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- **ENTRANCE GATE**

Kolur Gururayanapura, Karnataka, India
Universal Group Of Institutions, Universal Group Of Institutions, Kolur
Gururayanapura, Karnataka 562130, India
Lat 12.888899°
Long 77.40044°
03/11/23 09:46 AM GMT +05:30

- **GROUND AREA**

Kolur Gururayanapura, Karnataka, India
Universal Group Of Institutions, Universal Group Of Institutions, Kolur
Gururayanapura, Karnataka 562130, India
Lat 12.888753°
Long 77.400322°
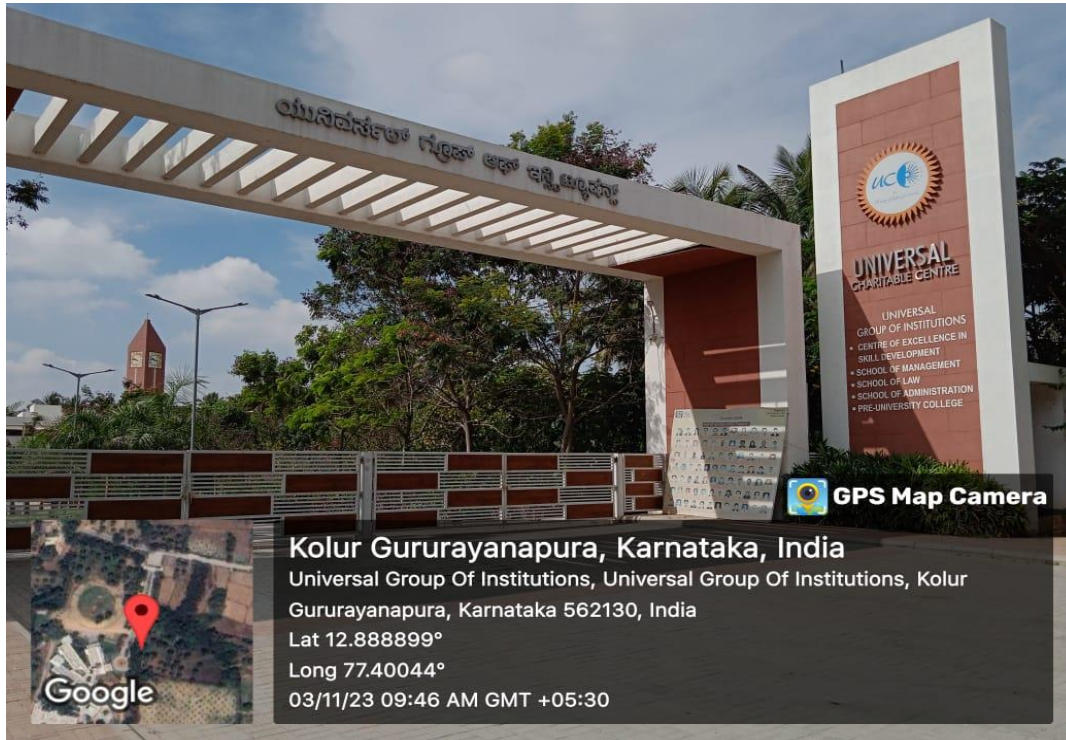03/11/23 09:49 AM GMT +05:30

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- **FRONT AND ENTRANCE AREA FROM THE GATE**

Kolur Gururayanapura, Karnataka, India
Universal Group Of Institutions, Universal Group Of Institutions, Kolur
Gururayanapura, Karnataka 562130, India
Lat 12.88947°
Long 77.400571°
03/11/23 09:48 AM GMT +05:30

- **FRONT ROAD GREENARY**

Kolur Gururayanapura, Karnataka, India
Universal Group Of Institutions, Universal Group Of Institutions, Kolur
Gururayanapura, Karnataka 562130, India
Lat 12.88947°
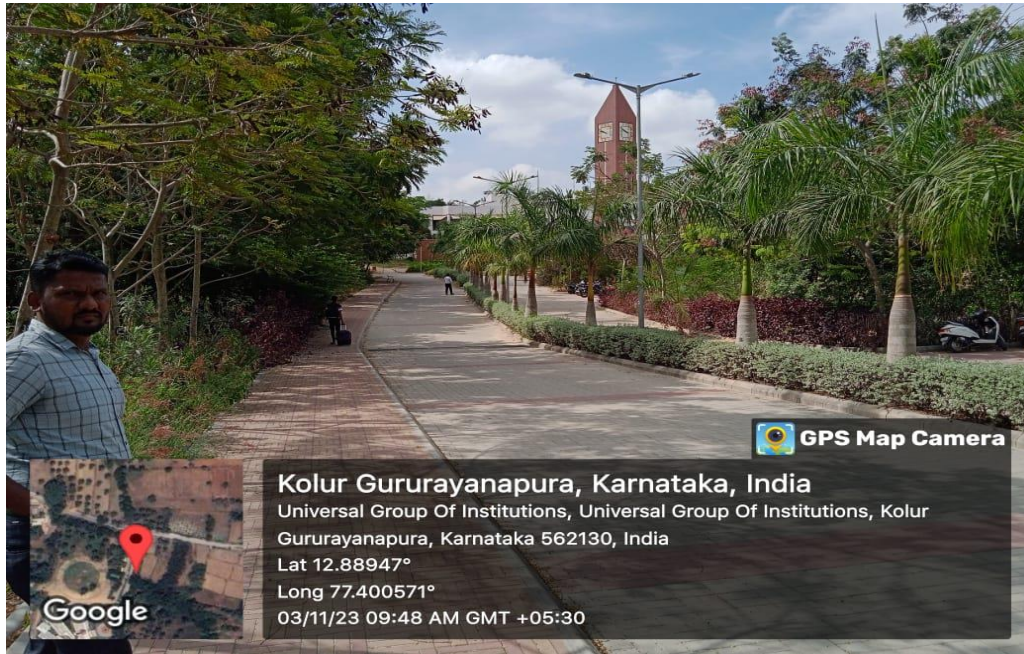Long 77.400571°
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Ramohalli Post, Tavarekere Hobli,
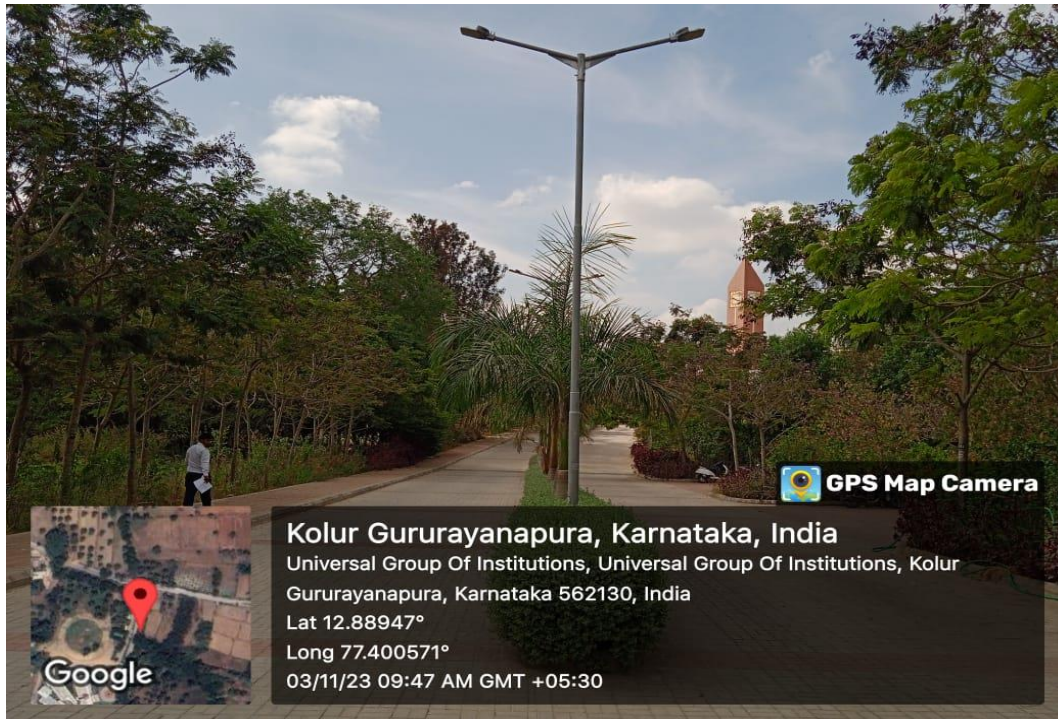Bangalore - 560 074.

![UCA logo]

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- **FRONT ROAD GREENARY**

- **GREENARY IN CAMPUS SURROUNDING**

D.V.S.S.R. *(signature)*

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Ramohalli Post, Tavarekere Hobli,
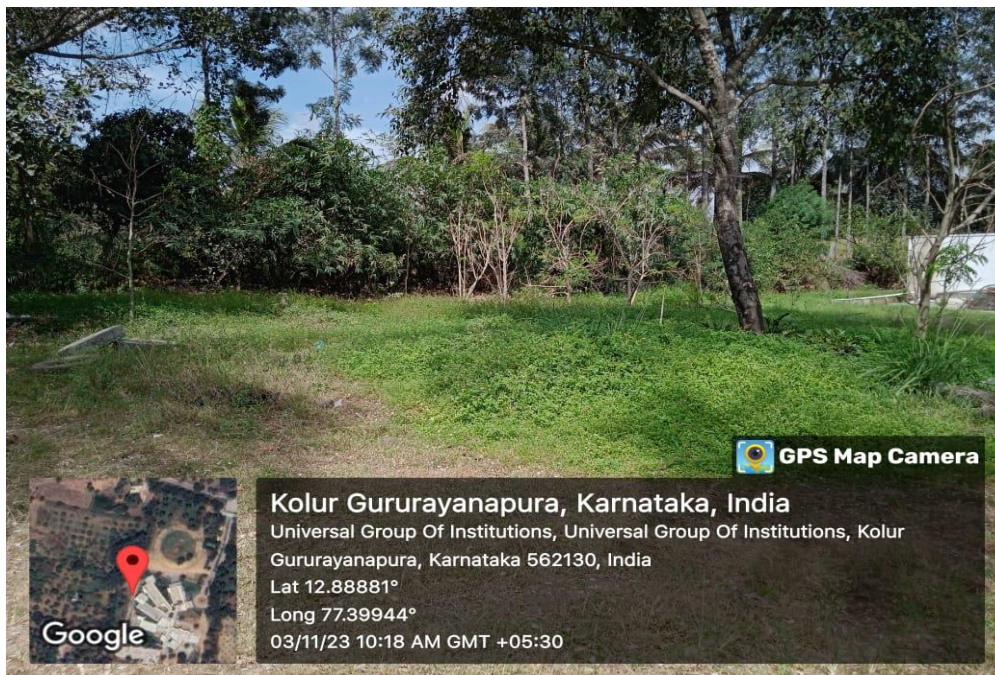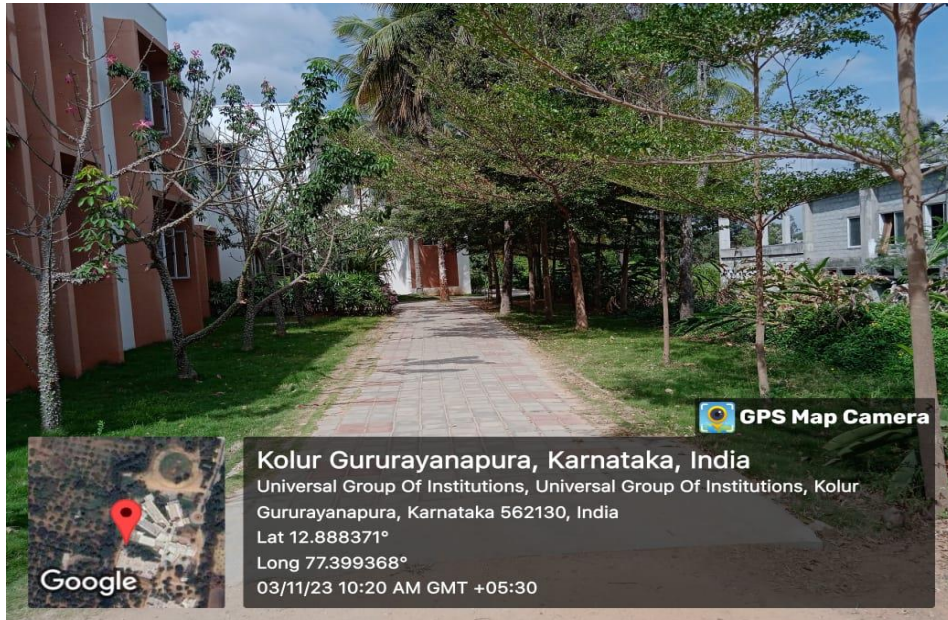Bangalore - 560 074.

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- **PEDESTAL FRIENDLY PATHWAY IN FRONT OF GIRLS HOSTEL**

Kolur Gururayanapura, Karnataka, India
Universal Group Of Institutions, Universal Group Of Institutions, Kolur
Gururayanapura, Karnataka 562130, India
Lat 12.888371°
Long 77.399368°
03/11/23 10:20 AM GMT +05:30

- **GREENARY BETWEEN TWO BLOCKS**

Kolur Gururayanapura, Karnataka, India
Universal Group Of Institutions, Universal Group Of Institutions, Kolur
Gururayanapura, Karnataka 562130, India
Lat 12.88841°
Long 77.39997°
03/11/23 10:16 AM GMT +05:30

D.V.S.S.R. Pranath

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- **GREENARY ON THE WAY TO MESS**

Kolur Gururayanapura, Karnataka, India
Universal Group Of Institutions, Universal Group Of Institutions, Kolur
Gururayanapura, Karnataka 562130, India
Lat 12.888781°
Long 77.399464°
03/11/23 10:17 AM GMT +05:30

Problems Encountered and Resources Required

1) Good public transport in the neighbourhood is needed so that it will be more useful for the students and faculties

2) The institution needs government support for taking many green initiatives like installing more solar panels, installing automatic switches for saving electricity, equipment for measuring air quality and Recycling machines.

3) Motivation amongst students and faculty to not use plastic is less hence regular awareness programmes need conducted. This is possible by support from government.

4) Being in UGI, pollution levels in this area are generally lesser hence government has to encourage for sustaining the good quality environment which can help to the neighbourhood people in maintaining green and pollution free campus.

D.V.S.S.R. *Pranath*
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Notes (Optional)

UGI celebrated the World Environment Day on 5 June every year. It brought together the staff

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and faculty members to a pledge towards growing more, and taking a step towards reducing pollution. Everyone contributed by planting saplings as a mark towards a new beginning. The university gives very special attention to its cleanliness and hygiene leaves no stones unturned in providing conducive environment for all its stakeholders.

The college students and staff understand their collective responsibility of contributing towards maintaining a sustainable environment and their obligations towards the society.

D.V.S.S.R. Manaath

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