



MILAGRES COLLEGE



Kallianpur – 576 114, Udupi District, Karnataka

Web: milagrescollegekallianpur.edu.in

Email: milagrescollege@gmail.com

Office of the Principal

Mob. No. : 8762690235

The college facilitates the professional growth enrichment of its human resources by implementing effective Performance Appraisal Mechanism. This system is maintained with the objective of improving academic and administrative standards. There are academic based self-appraising modules in place along with other external methods and authorities to assess the performance and to offer suggestions. Annual performance drive by the management conducted, generally chalk out the action plan for the academic year that would follow. This mechanism functions as follows:

Students Appraisal:

The students appraise teachers with the help of a prescribed format. The principal and HOD's gather such information and feed back is given to every teacher to improve, change and modify the performance

Self Appraisal:

Teacher Performance Record (TPR) which is called in short as **Work Dairy** is given to individual teachers in the beginning of every academic year to record the day-to-day engagement/performance. The semester/year wise teaching plan and related activities are scheduled with the help of the **Work Dairy**. It includes details about classes conducted, daily/weekly work load details, practical/laboratory classes, seminars, tutorials and library hours.

The Departmental (HOD) Appraisal:

Every teacher submits the **Work Dairy** along with the lesson plan to HOD on a daily basis. The HOD offers suggestions & modifications if any to the concerned teachers. The HOD also oversees the quality aspects of teaching, learning and evaluation of the departmental teachers and takes remedies of the disagreements if any. This paves way for the higher level of performance appraisal done at the next level.

• Principal's Appraisal:

The principal monitors the entire academic exercises of every teacher. Recommendations and

observations of the HOD are noted by the principal during the visits to classroom, library and to seminar (presentation) halls. Suggestions and improvement tips are offered to every teacher. This is the second step of the performance appraisal of a teacher. Principal appraises the performance depending upon various other responsibilities entrusted to individual teachers especially in the areas of extension and outreach activities

- **IQAC Appraisal:**

The general staff meeting serves as the primary gathering of IQAC setup and acts as a platform to assess the quality consistency of the college with respect to its teachers. The different feedback received from students, alumni, PTA, management, concerned departments and HODs is discussed and remedial measures are suggested. The IQAC charts an action plan in its own way and present it in the staff meeting. The HODs and staff take note of the same and implement it in the department level.

- **Joint Director's Appraisal:**

Joint Director visits the college frequently to appraise the performance at department level. During his visit, Attendance Register, Work Dairy and the routine documents of the Institution are inspected.

- **Management Appraisal:**

The local management committee meets periodically to discuss to monitor progress and issues if any are discussed. Principal acts like a bridge between the teachers and the management committee. Problems and positives of teachers and college are the priority matters for the local management committee.

Students Appraisal:

STUDENT SATISFACTION SURVEY

STUDENT SATISFACTION SURVEY

The respondent's email (ppranaypoojary19@gmail.com) was recorded on submission of this form.

* Indicates required question

Email *

_____ / 0

ppranaypoojary19@gmail.com

Add individual feedback

Gender of the respondents

_____ / 0

Male

What degree program are you pursuing now?

B.C.A

The teachers illustrate the concepts through examples and applications.

Every time

Add individual feedback

The teachers identify your strengths and encourage you with the right level of challenges.

Fully

Add individual feedback

Teachers are able to identify your weaknesses and help you to overcome them.

Every time

How well did the teachers prepare for the classes?

Add individual feedback

How well were the teachers able to communicate?

Add individual feedback

The teacher's approach to teaching can best be described as

Add individual feedback

The institution makes an effort to engage students in the monitoring, review, and continuous quality improvement of the teaching-learning process.

Add individual feedback

The institution/teachers use student-centric methods, such as experiential learning, participative learning, and problem-solving methodologies for enhancing learning experiences.

Add individual feedback

Teachers encourage you to participate in extracurricular activities.

Fairness of the internal evaluation process by the tea

Always fair



Add individual feedback

Was your performance in assignments discussed with

Every time



Add individual feedback

Your mentor does a necessary follow-up with an assi

Every time



Add individual feedback

Efforts are made by the institute/teachers to inculcate soft skills, life skills, and employability skills to make you ready for the world of work.

To a great extent



Add individual feedback

What percentage of teachers use ICT tools such as LCD projector, Multimedia, etc. while teaching?

Above 90%



Add individual feedback

The overall quality of the teaching-learning process in your institution is very good.

Strongly agree



Self Appraisal:

TOPICS COVERED			DAILY RECORD		
Day & Date	Time	Class Activity	Day & Date	Time	Class Activity
12/18	9:30	Class Preparation	12/18	9:30	Class Preparation
12/18	10:30	Meaning and definition of Auditing	12/18	10:30	Types of Audit
12/18	11:30	Advantages of auditing	12/18	11:30	Difference between PRT and H&M
12/18	12:30	Class Preparation	12/18	12:30	Internal
12/18	1:30	Internal check	12/18	1:30	Class Preparation
12/18	2:30	Extra curricular activities	12/18	2:30	Environment Audit and Final Audit
12/18	3:30	Administrative assistance to Principal	12/18	3:30	Extra curricular activities
12/19	9:30	Class Preparation	12/19	9:30	Class Preparation
12/19	10:30	Meaning and definition of Human Resource	12/19	10:30	Human Resource Planning
12/19	11:30	Class Preparation	12/19	11:30	Class Preparation
12/19	12:30	Internal	12/19	12:30	Administrative assistance to Principal
12/19	1:30	Administrative assistance to Principal	12/19	1:30	Types of Audit
12/19	2:30	Extra curricular activities	12/19	2:30	Extra curricular activities
12/19	3:30	Administrative assistance to Principal	12/19	3:30	Income Savings Expenditure
12/20	9:30	Investment and Dividends	12/20	9:30	Characteristics of Human Resource
12/20	10:30	Class Preparation	12/20	10:30	Class Preparation
12/20	11:30	Class Preparation	12/20	11:30	Class Preparation
12/20	12:30	Internal	12/20	12:30	Class Preparation
12/20	1:30	Audit Note Book	12/20	1:30	Administrative assistance to Principal
12/20	2:30	Administrative assistance to Principal	12/20	2:30	Administrative assistance to Principal
12/20	3:30	Extra curricular activities	12/20	3:30	Administrative assistance to Principal
12/21	9:30	Independence Day	12/21	9:30	Recruitment Means of and Inspection
12/21	10:30	Independence Day	12/21	10:30	Preparation for the class
12/21	11:30	Independence Day	12/21	11:30	Value of Money - C.A.C.R
12/21	12:30	Independence Day	12/21	12:30	Preparation for the class
12/21	1:30	Independence Day	12/21	1:30	Human Resource Development
12/21	2:30	Independence Day	12/21	2:30	Extra curricular activities
12/21	3:30	Independence Day	12/21	3:30	Internal control - Meaning & Importance
12/22	9:30	Audit Working Papers	12/22	9:30	Internal control - Meaning & Importance
12/22	10:30	Essentials of Audit Working Papers	12/22	10:30	Internal control - Meaning & Importance
12/22	11:30	Class Preparation	12/22	11:30	Internal control - Meaning & Importance
12/22	12:30	Class Preparation	12/22	12:30	Internal control - Meaning & Importance
12/22	1:30	Class Preparation	12/22	1:30	Internal control - Meaning & Importance
12/22	2:30	Class Preparation	12/22	2:30	Internal control - Meaning & Importance
12/22	3:30	Class Preparation	12/22	3:30	Internal control - Meaning & Importance
12/23	9:30	Administrative assistance to Principal	12/23	9:30	Class Preparation
12/23	10:30	Administrative assistance to Principal	12/23	10:30	Class Preparation
12/23	11:30	Administrative assistance to Principal	12/23	11:30	Class Preparation
12/23	12:30	Administrative assistance to Principal	12/23	12:30	Class Preparation
12/23	1:30	Administrative assistance to Principal	12/23	1:30	Class Preparation
12/23	2:30	Administrative assistance to Principal	12/23	2:30	Class Preparation
12/23	3:30	Administrative assistance to Principal	12/23	3:30	Class Preparation
12/24	9:30	Workshop at Besant Women's College	12/24	9:30	Workshop at Besant Women's College
12/24	10:30	Workshop at Besant Women's College	12/24	10:30	Workshop at Besant Women's College
12/24	11:30	Workshop at Besant Women's College	12/24	11:30	Workshop at Besant Women's College
12/24	12:30	Workshop at Besant Women's College	12/24	12:30	Workshop at Besant Women's College
12/24	1:30	Workshop at Besant Women's College	12/24	1:30	Workshop at Besant Women's College

Principal's Appraisal:

DAILY RECORD			Certificate		
Day & Date	Time	Class Activity	FOR THE MONTH OF MAY, 2019-20, 2020-2021 (To be recorded at the end of every month)		
20/5	9:30	Class Preparation	1. I have engaged the classes as per the Time Table.		
20/5	10:30	Meaning and definition of Auditing	2. I have completed the portion as per the syllabus during the month.		
20/5	11:30	Advantages of auditing	3. I have engaged special classes during this month to complete the portion which could not be covered due to loss of class hours.		
20/5	12:30	Class Preparation	4. I have engaged the Value Education Classes, Tutoring & Mentoring schedules also as per the Time Table.		
20/5	1:30	Internal check			
20/5	2:30	Extra curricular activities			
20/5	3:30	Administrative assistance to Principal			
20/6	9:30	Class Preparation	Signature of the Teacher		
20/6	10:30	Meaning and definition of Auditing	Signature of the Head of the Department		
20/6	11:30	Advantages of auditing	Signature of the Principal		
20/6	12:30	Class Preparation	Remarks		
20/6	1:30	Internal check			
20/6	2:30	Extra curricular activities			
20/6	3:30	Administrative assistance to Principal			
20/7	9:30	Class Preparation			
20/7	10:30	Meaning and definition of Auditing			
20/7	11:30	Advantages of auditing			
20/7	12:30	Class Preparation			
20/7	1:30	Internal check			
20/7	2:30	Extra curricular activities			
20/7	3:30	Administrative assistance to Principal			
20/8	9:30	Class Preparation			
20/8	10:30	Meaning and definition of Auditing			
20/8	11:30	Advantages of auditing			
20/8	12:30	Class Preparation			
20/8	1:30	Internal check			
20/8	2:30	Extra curricular activities			
20/8	3:30	Administrative assistance to Principal			

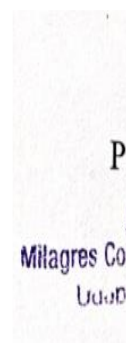
- **IQAC Appraisal:**

Milgres College Kallianpur
Internal Quality Assurance Cell-
Action Plan 2023-24

1. NAAC Re-appeal
2. Orientation to the fresher
3. Soft Skill Training programme for the Students
4. Training on New Education Policy.
5. Environment awareness programme
6. Celebration of national Days
7. Academic Collaboration and Exchange programme
8. Staff Training Programme
9. Birth Centenary celebration of Dr P Gururaj Bhat, the Founder Principal



IQAC Coordinator



Milagres College Kallianpur 576114

Internal Quality Assurance Cell-

Action Taken Report 2023-24

	Name of the Programme	Date	Venue	Participants
	Regular IQAC meetings	11-9-2023 08-11-2023 02-04-2024 04-04-2024 23-5-2024	A V Hall A V Hall A V Hall A V Hall A V Hall	IQAC and staff Council IQAC and staff Council IQAC and P T A IQAC and Alumni Association IQAC and Students Council
	NAAC ReVisit after Appeal	10 th and 11 th November 2023	College campus	Revisit of NAAC Peer Team : National Assessment Accreditation Council of India, NAAC Peer Team headed by Prof Jugal Kishore Mishra, (Chairperson), Department of Political Science, Kalinga Institute of Social Sciences Bhubaneshwar, Odisha, Prof D K Sharma (Member Coordinator), Department of Chemistry, University of Rajasthan, Jaipur & Prof Minu Madlani (Member), Principal KPB Hinduja College of Commerce Mumbai, Maharashtra, visited the college on nd college was awarded with A++ Grade with CGPA 3.29 out of 4.
	NAAC A+ Grade thank giving programme		AV Hall of the College	The management members joined together to appreciate, congratulate and thank everyone at Milagres College

MILAGRES COLLEGE, KALLIANPUR-576114
STAFF COUNCIL

MEETING NOTICE

The meeting of staff council will be held on today, 04-7-2023 at 3:00 p.m. in the A.V. Hall.
All the staff members are requested to be present.

Agenda

1. Prayer
2. Welcome
3. Report of the previous meeting
4. Review of the Academic year 2022-23
5. Sharing of Academic responsibilities for the Academic Year 2023-24
6. Planning the activities for the Academic Year 2023-24.
7. Any other matter
8. Vote of thanks

04-7-2023



Principal


Principal
MILAGRES COLLEGE
KALLIANPUR - 576114, Udupi Dist.

MILAGRES COLLEGE, KALLIANPUR-576114
JOINT MEETING OF IQAC AND TEACHING - ADMINISTRATIVE
STAFF

MEETING NOTICE

The joint meeting of IQAC, Teaching and Administrative Staff
will be held on Monday, 11-9-2023 at 3:00.m. in the A.V. Hall.
All the members of IQAC, Teaching and Administrative Staff are requested to be present.

Agenda

1. Prayer
2. Welcome
3. Report of the previous meeting
4. Approval of Departmental Acton Plan for the year 2023-24
5. Approval of IQAC Acton Plan for the year 2023-24
6. Reforming the committees for the year 2023-24
7. Any other matter.
8. Presidential remarks by the Correspondent
9. Vote of thanks

7-9-2023


IQAC Coordinator


Principal

MILAGRES COLLEGE, KALLIANPUR-576114
STAFF COUNCIL
MEETING NOTICE

The meeting of the Staff Council will be held today, 5-10-2023 at 3:30:pm in the A.V. Hall. All the members of Staff Council are requested to be present.

Agenda

1. Prayer
2. Welcome
3. Report of the previous meeting
4. Principal's observation
5. Programme for Milagres P U Students
6. NAAC Revisit
7. Any other matter.
8. Vote of thanks

Date: 5-10-2023


Secretary


Principal
Principal
MILAGRES COLLEGE
KALLIANPUR - 576114, Udipi Dist

MILAGRES COLLEGE, KALLIANPUR-576114
STAFF COUNCIL
MEETING NOTICE

The meeting of the Staff Council will be held on 31-10-2023 at 3:00.m. in the A.V. Hall. All the members of Staff Council are requested to be present.

Agenda

1. Prayer
2. Welcome
3. Report of the previous meeting
4. Principal's observation
5. NAAC Visit
6. Any other matter.
7. Vote of thanks

Date: 25-10-2023


Secretary


Principal

MILAGRES COLLEGE, KALLIANPUR-576114
STAFF COUNCIL

MEETING NOTICE

The meeting of staff council will be held on Monday, 15-11-2023 at 3:30 p.m. in the A.V. Hall.
All the staff members are requested to be present.

Agenda

1. Prayer
2. Welcome
3. Report of the previous meeting
4. NAAC result
5. II Internal Test
6. PTA meeting
7. Any other matter
8. Vote of thanks

10-11-2023



Principal

MILAGRES COLLEGE, KALLIANPUR-576114
STAFF COUNCIL

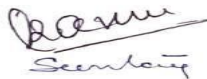
MEETING NOTICE

The meeting of staff council will be held on Monday, 11-12-2023 at 3:30 p.m. in the A.V. Hall.
All the staff members are requested to be present.

Agenda

1. Prayer
2. Welcome
3. Report of the previous meeting
4. Annual Sports Meet
5. Visiting to PU Colleges
6. AQAR 2022-23
7. Any other matter
8. Vote of thanks

06-12-2023


Secretary
Principal

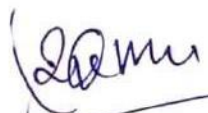
MILAGRES COLLEGE, KALLIANPUR-576114
STAFF COUNCIL
MEETING NOTICE

The meeting of the Staff Council will be held on Monday 02-04-2024 at 3:30. P.m. in the A.V. Hall. All the members of Staff Council are requested to be present.

Agenda

1. Prayer
2. Welcome
3. Report of the previous meeting
4. I Internal test
5. PTA Meeting
6. AQAR 2022-23
7. Any other Matter
8. Vote of thanks

Date: 25-03-2024


Secretary

Principal

MILAGRES COLLEGE, KALLIANPUR-576114
STAFF COUNCIL
MEETING NOTICE

The meeting of the Staff Council will be held on Monday 29-04-2024 at 3:30. P.m. in the A.V. Hall. All the members of Staff Council are requested to be present.

Agenda

1. Prayer
2. Welcome
3. Report of the previous meeting
4. Campus Placement Programme
5. College Day- Prize Distribution Day
6. II Internal test
7. Any other Matter
8. Vote of thanks

Date: 22.04-2024


Secretary

Principal

MILAGRES COLLEGE, KALLIANPUR-576114
STAFF COUNCIL

MEETING NOTICE

The meeting of staff council will be held on Thursday, 06-06-2024 at 3:00 p.m. in the A.V. Hall. All the staff members are requested to be present.

Agenda

1. Prayer
2. Welcome
3. Report of the previous meeting
4. Review of the Academic year 2023-24
5. Sharing of Academic Responsibility for the Academic year 2024-25
6. AQAR 2022-23
7. Planning the Academic year 2024-25
8. Any other matter
9. Vote of thanks


Principal

MILAGRES COLLEGE, KALLIANPUR-576114
STAFF COUNCIL

MEETING NOTICE

The meeting of staff council will be held on 14-08-2024 at 3:30 p.m. in the A.V. Hall. All the staff members are requested to be present.

Agenda

1. Prayer
2. Welcome
3. Obituary to Late Very Rev Fr Velarian Mendonca. former Correspondent
4. Report of the previous meeting
5. Planning the activities for the Academic year 2024-25.
6. . Any other matter
7. Vote of thanks

08-08-2024

Principal

Joint Director's Appraisal:

MILAGRES COLLEGE, ATTENDANCE REGISTER OF THE ESTABLISHMENT													KALLIANPUR - 576 114 FOR THE MONTH OF SEPTEMBER 2023																						
S No	NAME	Designation	1	2	3	4	5	6	7	8	9	10	11	12	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	C.L.	M/E	TOTAL
																																	Days	Leave	C.L.
01.	Dr. Vincent Alva	Prin. Asst. Prof.	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P				
02.	Prof. Sophia Dias	Asst. Prof.	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P				
03.	Dr. Jayaram Shetty	Asst. Prof.	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P				
04.	Prof. Shylak Mathias	Asst. Prof.	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P				
05.	Dr. Surekha (on deputation)		P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P				
06.	Mrs. Clara Menzies	Asst. Prof.	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P				
07.	Dr. Harinath M.D.		P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P				
08.	Prof. Poornima G.A.		P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P				

Management Appraisal:



MILAGRES CATHEDRAL
KALLIANPUR-576 114

ಮಿಲಾಗ್ರಿಸ್ ಕಾಥೆಡ್ರಲ್, ಕಲ್ಯಾಣಪುರ-576 114.

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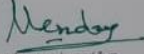
Office of the Correspondent

ದಿನಾಂಕ 01-09-2023 ರಂದು ಸೇರಿದ ಮಿಲಾಗ್ರಿಸ್ ಕಾಲೇಜು ಕಲ್ಯಾಣಪುರ ಇದರ ಆಡಳಿತ ಮಂಡಳಿಯ
ಸಭೆಯ ನಿರ್ಣಯ

ಮಿಲಾಗ್ರಿಸ್ ಕಾಲೇಜು ಕಲ್ಯಾಣಪುರ, ಉಡುಪಿ ಜಿಲ್ಲೆ -ಇಲ್ಲಿಯ ಈ ಕೆಳಗೆ ಕಾಣಿಸಿದ ನೌಕರರ ಗಳಿಕೆ ರಜೆಯನ್ನು
ಅಧ್ಯಕ್ಷಿಸಲು ಆದೇಶ ನೀಡಲಾಗಿದೆ.

ಕ್ರ.ಸಂ.	ಹೆಸರು	ಪದನಾಮ	ವೇತನ ಶ್ರೇಣಿ	ಮೂಲವೇತನ	ಅಧ್ಯಕ್ಷಿಸುವ ಅವಧಿ
1	ಶ್ರೀ ಪಿಯೂಸ್ ಪ್ಲಾಂಕ್	ಅಟೆಂಡರ್	18600-32600	34300	16.09.2023 ರಿಂದ 30.09.2023

ದಿನಾಂಕ: 01-09-2023
ಸ್ಥಳ: ಕಲ್ಯಾಣಪುರ


ಜಂಟಿ ಕಾರ್ಯದರ್ಶಿ
ಸಂಚಾಲಕರು
ಮಿಲಾಗ್ರಿಸ್ ಕಾಲೇಜು
ಕಲ್ಯಾಣಪುರ-576114, ಉಡುಪಿ ಜಿಲ್ಲೆ.



Principal
Milagres College Kallianpur-576 114
Udupi Dt., Karnataka