

“The illiterate of the 21st century will not be those who cannot read and write, but those who cannot learn, unlearn, and relearn”

- Alvin Toffler

Criterion IV: Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 What is the policy of the Institution for creation and enhancement of infrastructure that facilitate effective teaching and learning?

Padmashree Institute of Management and Sciences started its operation in a rented building situated at Nagarbhavi Circle. The vision and mission to offer quality education motivated made us to establish a 32.5 acre “Padmashree Campus” with all modern amenities at Kommaghatta, Kengeri, Bangalore. A dedicated independent facility with ground +3 floors were constructed in the new campus. In the year 2008, the institute was moved to new campus. To facilitate students and teachers with a comfort of travelling, a free bus facility is provided organized from city to campus.

All class rooms are well-furnished ICT enabled wherever it is necessary. Learning resources such as library, computer facility and digital library are located on the ground floor. Spacious seminar halls with access to internet and LCD are organized on every floor. State-of-art laboratories including a central instrumentation, stores and dedicated wash area are provided. Within a span of 7 years of its inception, PIMS has moved into its own facility. The institution has spacious and naturally ventilated classrooms that can accommodate 60 to 130 students in each one. Ladies restroom and boy’s restroom are provided in each floor. The campus also houses

infrastructure like, boys and girls hostel, playground and health centre. The building has full-back up power supply in form of UPS and Generator. Every floor has a notice board in order to cater the need of passing information about examinations, interoffice notices, research abstracts etc. Classrooms are numbered with identification of the wing. We have three classrooms with LCD projectors. Under IQAC, College has appointed committee for infrastructure and learning resources involving senior staff and student members on the committee. Research oriented teaching is adopted by introducing few additions to the existing curriculum in order to enhance infrastructure parallel to research, curriculum and extra-curriculum.

4.1.2. Detail the facilities available for

a) Curricular and co-curricular activities – classrooms, technology enabled learning spaces, seminar halls, tutorial spaces, laboratories, botanical garden, Animal house, specialized facilities and equipment for teaching, learning and research etc.

Sl. No.	Facilities	Number/capacity
1.	Classrooms	10 Nos. (60-130 seats capacity)
2.	Technology enabled learning spaces	Computer lab Language lab Central instrumentation lab
3.	Seminar hall	04
4.	Tutorial spaces	03
5.	Laboratories/practical rooms	10
6.	Botanical garden/experimental garden / green house	01

7.	Specialized facilities and equipment for teaching and research etc.	Phytochemistry Lab Plant Tissue Culture Lab Molecular biology Lab Applied microbiology Lab
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List of equipment available for teaching and research:

b) Extra –curricular activities – sports, outdoor and indoor games, gymnasium, auditorium, NSS, NCC, cultural activities, Public speaking, communication skills development, yoga, health and hygiene etc.

College has facilities for students and staff to play Volleyball, Cricket, and Football. Hostels are equipped with indoor games facilities. Annual Sports Meet is conducted annually. Students are motivated to participate in inter-collegiate as well as intra-collegiate sports tournaments. Students are officially permitted whenever they have to attend tournaments at University / State / National levels. We conduct tests by re-scheduling for students who are unable to attend regular tests due to sports and cultural events. Additional lectures are also conducted for students at such participation if they miss classes. The activities of the NSS wing of the institute is coordinated by faculty members and various activities are planned through NSS throughout the year. The programmes include conduction of awareness programmes in camps, blood donation, activities in old age homes, conducting public awareness programmes etc. Every year, special lectures and talks are arranged on topics related to health, hygiene, yoga and safety for the benefit of the students and staff.

4.1.3 How does the institution plan and ensure that the available infrastructure is in line with its academic growth and is optimally utilized? Give specific examples of the facilities developed/augmented and the amount spent during the last four years (Enclose the Master Plan of the Institution / campus and indicate the existing physical infrastructure and the

future planned expansions if any).

Institution plans its activity calendar including, seminars, workshops and other co-curricular activities and also monitor the proper utilization of infrastructure in terms of classrooms, laboratories and seminar halls. As we have UG and PG courses with semester system, all through the year the classes and other activities are maintained with a monthly activity schedule for ensuring utilization of college facilities. The institution has always tried to keep pace with an increase in the number of courses and expanding academic growth by developing suitable infrastructure. Padmashree Institute of Management and Sciences had its humble start in the year 2000 with two courses in a rented building at Nagarbhavi Circle, Bangalore. With an increase in the number of course and student strength, the college shifted to the new campus built at Kommaghatta in the year 2008. The amount spent towards land, building and infrastructure in the last five years is nearly Rs. 17 crores. The amount spent on equipment and other infrastructural facilities are close to Rs. 3 crores in last five years. The existing infrastructure is utilized to the maximum extent and has resulted in number of research publication in peer reviewed journals, 5 of the teaching staff have completed their doctoral research work, many workshops has been conducted for benefit of our own students as well as students and teachers of other colleges/institutes. This way college ensures the optimum utilization of the available infrastructure in the above said lines.

(Master Plan annexure)

4.1.4 How does the institution ensure that the infrastructure facilities meeting the requirements of students with physical disabilities?

The management has taken a decision to provide ramp facility and

wheel chair facility for differently abled students. Library and computer labs are planned and established on the ground floor.

4.1.5 Give details on the residential facility and various provisions available within them:

- Hostel Facility – Accommodation available**

There are four hostels in the campus, two for girls and two for boys separately.

There are two to three students accommodated in each room. There are 472 rooms in the hostel.

Hostels	Number of rooms	Capacity	Occupancy
Girls	30	90	45
Boys	60	220	121

- Recreational facilities, gymnasium, yoga center, etc.**

Hostels are provided with TV, indoor games facility. There is a yoga center with materials like CD's and books. In this academic year budget, there is a provision for gymnasium.

- Computer facility including access to internet in hostel:**

The hostels are situated within the campus and campus is Wi-Fi enabled. The students are availed to use the resource by providing them the passwords which can be used to access internet facility on prior permission form the head of the department.

- Facilities for medical emergencies:**

Health and Hygiene committee is constituted which maintains the students' health records and also organizes periodical health checkups. The college also has first aid facility at the laboratories and other places. A dedicated vehicle is

available round the clock for any health emergencies. The group of institutions has students and faculty of Nursing and Physiotherapy who will always help in giving necessary health care to students.

- **Library facility in the hostels:**

Periodicals, magazines and newspapers are maintained in the hostel premises. News-papers of four different publications is made available for the students at hostel, since the hostels are located within the campus an in-ward librarian is made available all time for the students to access information any time required by the students.

- **Internet and Wi-Fi facility:**

An excellent computer lab is setup in the college. The lab houses a total of 90 computers connected on the network. Internet facility is available for all the systems in the lab; service provider is BSNL with 2Mbps bandwidth which provides seamless internet facility. Thick Ethernet CAT – 6 is used as the physical medium of transfer of data at the rate 100 Mbps and physical implementation of the LAN has been structured through star topology which is supported by Switches.

- **Recreational facility-common room with audio-visual equipments:**

LCD TV is installed at all the hostels for recreation among students. Frequent cultural programs are also arranged by the hostel association. In the college the cultural and literary committee conducts various programs throughout the year. Indoor game facilities including chess, carom etc., are also provided in the hostel.

- **Available residential facility for the staff and occupancy constant supply of**

safe drinking water:

Limited residential facility is available; however staff quarters are under construction.

- **Security:**

Security personnel are out sourced and contracted to a professional agency.

4.1.6 What are the provisions made available to students and staff in terms of health care on the campus and off the campus?

The College takes special steps to ensure the well-being of its staff and students. Service of the doctors is availed when need arises. A staff nurse is available on the campus. In case of any medical emergency a vehicle service is available round the clock. Padmashree Diagnostics, a sister concern of Padmashree Group having a full-fledged diagnostics and consultation services provides services with nominal or discounted prices for staff and students.

4.1.7 Give details of the Common Facilities available on the campus—spaces for special units like IQAC, Grievance Redressal unit, Women’s Cell, Counseling and Career Guidance, Placement Unit, Health Centre, Canteen, recreational spaces for staff and students, safe drinking water facility, auditorium, etc

- IQAC is situated in the ground floor next to office room facilitating easy approach to monitor and maintain overall quality of the institution. Separate spaces are designated for Women’s Cell, Student Counseling and Grievance Cell, Placement and Training Cell.
- There is a separate staff room for teachers and cabins for HODs. There are adequate numbers of separate restrooms for boys, girls and staffs.

- A water purification unit is installed which provides pure drinking water to students and staff members. The water facility is regularly monitored by the IQAC-Maintenance Cell for hygiene. The campus has cafeteria and canteen providing refreshment facilities for staff and students.
- The transport department maintains seven buses which help students and staff members to commute to the college campus from surrounding areas and this facility extended is free of cost. The college bus is also utilized for other purposes like industrial and institutional visits, participation of students in seminars and conferences held at other parts of the city.
- The college has telephone facilities as well as intercom connecting all the departments, library, labs, computer lab and office. There is a specified parking space available in the campus environment for the use of staff and students.
- In the college campus a separate internet café is available for the use of students and staff during off college hours.

4.2 Library as a Learning Resource

4.2.1 Does the library have an Advisory Committee? Specify the composition of such a committee. What significant initiatives have been implemented by the committee to render the library, student/user friendly?

The library has an Advisory Committee constituted with Principal as the Head, Chief Librarian as the Convener and one faculty from each department as members. The major responsibilities include-

- Maintenance and development of library resources for optimal utilization.

- Improving facilities at the library to create student friendly learning atmosphere.
- Indents and purchases of books and other reading resources to the library and maintenance of library infrastructure.

4.2.2 Provide details of the following:

- * Total area of the library (in Sq. ft.): 12034.05
- * Total seating capacity: 80 Seats
- * Working hours (on working days, on holidays before examination days, during examination days, during vacation)
 - Monday to Saturday: 08:30 AM to 6.00 PM
 - On holidays and vacation (except Sundays): 08.30 AM to 12.30 PM
 - During before and during Examination: 08:30 AM to 07:30 PM
- * Layout of the library (individual reading carrels, lounge area for browsing and relaxed reading, IT zone for accessing e-resources) –
Attached as Annexure

4.2.3 How does the library ensure purchase and use of current titles, print and e-journals and other reading materials? Specify the amount spent on procuring new books, journals and e-resources during the last four years.

The faculty members are in touch with their peers from other institutes and also subscribe to alerts generated by publishers of books and periodicals. The list prepared by the faculty members are put forth in the Library Advisory Committee meeting conducted before commencement of academic year. The publishers also provide the list of new publications to the library directly. In the meeting, the list is discussed and the list of books and other learning material to be procured are recommended to the college management.

Library holdings	2010 – 11	2011-12	2012-13	2013-14
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	Number	Total Cost	Number	Total Cost	Number	Total Cost	Number	Total Cost
Text books	370	1,09,935	429	65,588	107	33,606	63	13,425
Reference Books	221	1,50,801	91	35,867	125	27,251	45	12,136
Journals/ Periodicals	15	15,072	36	69,295	10	6,775	10	18,200
e-resources	Subscribed to Bangalore University Library card – electronic access.							
Any other (specify)	News papers (5)	11580	5	12000	5	12500	5	12750

4.2.4 Provide details on the ICT and other tools deployed to provide maximum access to the library collection?

OPAC	Yes
Electronic Resource Management package for e-journals	Yes
Federated searching tools to search articles in multiple databases	Yes
Library Website	No
In-house/remote access to e-publications	Yes
Library automation	Yes
Total number of computers for public access	05
Total numbers of printers for public access	01
Internet band width/ speed	YES - 2mbps
Institutional Repository	Yes
Content management system for e-learning	Wi-Fi enabled
Participation in Resource sharing networks/consortia (like Infflibnet)	No

4.2.5 Provide details on the following items:

- *Average number of walk-ins: 50
- *Average number of books issued/returned: 30/15
- *Ratio of library books to students enrolled: 15:1
- *Average number of books added during last three years: 287 Nos.

*Average number of login to opac (OPAC):	10
*Average number of login to e-resources:	15
*Average number of e-resources downloaded/printed:	20
*Number of information literacy trainings organized:	To be added
*Details of “weeding out” of books and other materials:	60 per year

4.2.6 Give details of the specialized services provided by the library

Manuscripts	No
Reference	Yes (863)
Reprography	No
ILL (Inter Library Loan Service)	Yes from sister institutions
Information deployment and notification (Information Deployment and Notification)	Yes
Download	Yes
Printing	Yes
Reading list/ Bibliography compilation	No
In-house/remote access to e-resources	Yes
User Orientation and awareness	Yes
Assistance in searching Databases	Yes
INFLIBNET/IUC facilities	No

4.2.7 Enumerate on the support provided by the Library staff to the students and teachers of the college.

The Chief Librarian would release circulars about the newly purchased books and journal subscriptions periodically to the respective HODs. A display board is kept in the library to give information about the same. Guidance is given to students

who compete in various competitive exams, quiz, essay writing etc. Library takes the photocopies of the advertisements given in the newspaper, internet and displays it on the notice board that helps the students. Newspapers clipping service are made available to students of what is happening in their concerned field.

4.2.8 What are the special facilities offered by the library to the visually/physically challenged persons? Give details.

The library is located in the ground floor for easy access to physically challenged persons. Wheel chair facility is also available for easy access to library.

4.2.9 Does the library get the feedback from its users? If yes, how is it analyzed and used for improving the library services. (What strategies are deployed by the Library to collect feedback from users? How is the feedback analyzed and used for further improvement of the library services?)

Yes, feedback is regularly collected from the users of library through the suggestion box kept at the library. The advisory committee takes decision on the feedback for any grievances provided with the effective change in the system if necessary based on the committee's suggestions.

4.3 IT Infrastructure

4.3.1. Give details on the computing facility available (hardware and software) at the institution.

- Number of computers with Configuration (provide actual number with exact configuration of each available system):

A computer lab is setup in the college. The lab houses a total of 90 computers connected on the network

- Computer-student ratio: 1: 4

- Stand alone facility: Yes
- LAN facility: Yes
- Wi fi facility: Yes
- Licensed software: Yes
- Number of nodes/ computers with Internet facility: 90
- Any other:

The staff room houses three computers for the use of teachers in preparing computer aided teaching aids. We also have a collection of CD ROMs having animations and teaching material covering various subjects for the use of teachers. The entire computer aided teaching aids like power point presentations are compiled into CDs and maintained in the digital library.

4.3.2 Detail on the computer and internet facility made available to the faculty and students on the campus and off-campus?

There is a central computing facility with 60 computers connected with LAN and broad band internet facilities. This is open throughout the working hours, staff and students can avail the facility and Wi-Fi network connectivity is available.

4.3.3 What are the institutional plans and strategies for deploying and upgrading the IT infrastructure and associated facilities?

Computer systems are upgraded annually and necessary software, anti-virus packages are regularly installed and the systems are updated. An amount of Rs. 1 lakh is been planned to allocate in every year's budget for update, deployment and maintenance of computers in the institution. A Systems Administrator will be appointed/deputed to take care of the repair and maintenance of the computers.

4.3.4 Provide details on the provision made in the annual budget for

procurement, upgradation, deployment and maintenance of the computers and their accessories in the institution (Year-wise for last four years)

	2010-11	2011-12	2012-13	2013-14
Procurement	20,250/-	15,500/-	10,800/-	18,650/-
Up-gradation				
Deployment				
Maintenance	10,850/-	10,042/-	12,500/-	15,250/-

4.3.5 How does the institution facilitate extensive use of ICT resources including development and use of computer-aided teaching/ learning materials by its staff and students?

Digital Library resources are made available for the students and staff members. The librarian in coordination with respective head of departments hold responsible in maintaining digital formats of all teaching materials and interactive teaching aids are made available to students prepared with the help of teachers.

4.3.6 Elaborate giving suitable examples on how the learning activities and technologies deployed (access to on-line teaching - learning resources, independent learning, ICT enabled classrooms/learning spaces etc.) by the institution place the student at the centre of teaching-learning process and render the role of a facilitator for the teacher.

Regular lecture material is prepared in discussion with head of departments and cross checked by the principal in order to cater the standards of university, power points are generally used as a teaching aid. Inter departmental activities are conducted in order to increase our teachers presenting ability and usage of technology. Well-equipped computer Labs, LCD and OHPs are available to the

faculty for computer aided teaching. The computer faculty is always available for any need based assistance in the use of ICT.

4.3.7 Does the Institution avail of the National Knowledge Network connectivity directly or through the affiliating university? If so, what are the services availed of?

Yes, institution pays annual subscription fees to Bangalore University to avail the facility. Bangalore University has provided cards and these are issued to students and faculty on request.

4.4 Maintenance of Campus Facilities

4.4.1 How does the institution ensure optimal allocation and utilization of the available financial resources for maintenance and upkeep of the following facilities (substantiate your statements by providing details of budget allocated during last four years)?

The Principal holds a pre-budget allocation meeting with the management, instruct HODs and purchase in-charge to collect the requirements for the coming academic year. The budget allocated for the purchase of chemicals, equipments and other laboratory needs is monitored by the respective head of the departments. Quarterly meetings are held with the purchase in charge to ensure proper utilization of funds. The overall budget planning and utilization is maintained in the central office by the finance officer.

From next academic year we are planning to have department-wise budget allocation as per student:expenditure ratio. A separate budget planning is also in place for research and extension monitored by the research coordinator.

4.4.2 What are the institutional mechanisms for maintenance and upkeep of

the infrastructure, facilities and equipment of the college?

The college has a finely coordinated IQAC maintenance system which comprises of a faculty member as in charge for their respective departments. The building infrastructure is maintained by maintenance officer with technicians comprising of plumber, electrician and supervisor who takes care of civil work, water and electrical facilities. Labs are maintained by laboratory assistants under the supervision of the respective HODs. The lab equipments are regularly serviced and repaired when needed, some of the equipments are under annual maintenance contract. Computer and internet facilities are under the maintenance of system administrator which is monitored by system officer.

4.4.3 How and with what frequency does the institute take up calibration and other precision measures for the equipment/ instruments?

A coordinated system is been introduced to annually maintain, repair and calibrate instruments and equipment's. College has annual maintenance contract for all the equipment and teachers are given responsibility of maintaining instruments also with regular service taken by the provider.

4.4.4 What are the major steps taken for location, upkeep and maintenance of sensitive equipment (voltage fluctuations, constant supply of water etc.)?

The costly equipment are connected to power plugs with UPS, the labs are air conditioned to maintain precision and avoid dust. Along with UPS a stand by Generator facility is available during load shedding and power cuts. Campus has adequate number of bore wells for continuous water supply. For drinking water, water purifiers are installed.