



JSS COLLEGE OF ARTS, COMMERCE AND SCIENCE

Autonomous, 'A' Grade and College with Potential for Excellence
Ooty Road, Mysuru - 570025, Karnataka, India



Handbook

2022-2023



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Sl. No.	Particulars	Page No.
1	About Jagadguru Sri Veerasimhasana Mahasamsthana Math, Suttur Srikshetra	1
2	Jagadguru Dr. Sri Shivarathri Rajendra Mahaswamiji	2
3	About JSS Mahavidyapeetha	3
4	About the college	4
5	Message from Chief Executive	6
6	Foreward by Principal	7
7	Vision, Mission and Objectives	8
8	Governing Body	9
9	Academic Council	10
10	Internal Quality Assurance Cell	11
11	Research Advisory Council (Rac)	11
12	Instructions to Students	12
13	Prohibited Activities	12
14	Code of Conduct	13
15	Academic Calendar	15
16	First Rank Holders	16
17	General Rules and Regulations for Admissions	16
18	Library Rules	16
19	Programmes (UG, PG) & Diploma, Adv. Diploma & Short-Term Courses Offered	17-20
20	Doctoral Programmes	21
21	Student support: Library, Laboratories, NSS, NCC, Placement Cell, & CET Cell	21-24
22	JSS Radio FM 91.2	24
23	Other student support wings	25
24	Committees in the college	26
25	Details of College Staff	27-30
26	Photographs of activities	30-33
27	Contact directory	34-35

About Jagadguru Sri Veerasimhasana Mahasamsthana Math, Suttur Srikshetra



Jagadguru Sri Veerasimhasana Mahasamsthana Math at Suttur Srikshetra is a pilgrim centre, which has a history of more than a thousand years. The Pontiffs of the Math have devoutly dedicated themselves to the spiritual and educational development of people of all religions and faiths.

The Math itself has been a seat of knowledge and wisdom and has worked ceaselessly for human welfare since its inception.

Suttur Math can be aptly described as an active ongoing movement that upholds the cause of social and economic justice, based on spiritual ideals, as propagated by the great Shaivaites. It is no wonder today the Math's activities and influence has spread far beyond the small region on the banks of the River Kapila in Karnataka and reached communities not merely in other parts of India but in many countries of the world.

For over a thousand years now, Pontiffs of great eminence have led the Math—each one committed to serving society in his own chosen way. This has contributed to the spiritual enrichment of its followers and has helped social and economic uplift. The Math's growth is a reflection of the social and spiritual progress of its followers, and as such it is more a process than an event.

The Math propagates a religious and spiritual faith that is distinctly known as the Veerashaiva faith. This faith has found expression through the teachings and words of countless saints and seers as well as writers and philosophers. The pure essence of Shiva worship is: 'tolerance towards all living beings' and 'regarding work as the means of worship.' These are the twin philosophical principles of the Veerashaiva faith which have been instrumental in bringing about reforms of tremendous social significance as initiated by Sri Basaveshwara in the 12th century.

Sri Suttur Math is today regarded as one of the leading organisations for the continuance of Veerashaivism, disseminating the ideals of universal brotherhood and striving to spread human values and ethics across the world through an array of activities – spiritual, cultural and educational.

Jagadguru Dr. Sri Shivarathri Rajendra Mahaswamiji

His Holiness Jagadguru Dr. Sri Shivarathri Rajendra Mahaswamiji, the 23rd pontiff of the Srimath, was born on 29.8.1916 and ascended the holy seat on 24.02.1928 when he was hardly twelve years. He took up the responsibilities of the Srimath along with his guru Manthra Maharshi Jagadguru Sri Shivarathreeshwara Mahaswamiji.



A firm believer in the good of one and all, he was at the helm of affairs of the Srimath for more than half a century – a period full of events and activities. He sought nothing but the welfare of all.

He completed his primary education at Suttur and took to studying Sanskrit in Mysuru at a young age. During this time, Swamiji engaged in lengthy spiritual and academic discussions with spiritual leaders. To pursue higher education, Swamiji went to Varanasi. However, as per his predecessor's desire, His Holiness Jagadguru Sri Shivarathreeshwara Mahaswamiji and Sri Gowrishankara Mahaswamiji of Panchagavi Math, he returned to Mysore to continue studies and get involved in social service.

He was a scholar in Kannada and Sanskrit and a patron of art and literature. He was thoughtful and sensitive to an astonishing level. Unlike others, he had mastered the art of turning every good thought into reality. The wisdom of all his predecessors culminated in him. Every step he took was a step forward in search of new areas of service. That is how he could build a galaxy of educational institutions. He served society tirelessly, without any selfish ends. His Holiness started a hostel in the 1940s at Niranjanalaya (his rented residence) for needy students in Mysuru. Primary Schools, High Schools, PU Colleges, Degree Colleges, Engineering colleges, Medical colleges, etc., soon followed. He also established many Trusts and Societies, such as JSS Medical Service Trust, Sri Shivarathreeshwara Rural Development Foundation, JSS Sangeetha Sabha, Shivarathreeshwara Endowment Trust, Akhila Bharatha Sharana Sahitya Parishath, etc. that catered to many social needs.

Sri Rajendra Swamiji, who succeeded the Srimath with a great legacy, did not limit himself to religious activities but responded to the problems of inequality, poverty and misery in society. The services of the Srimath were extended accordingly to the community's needs. Before India attained independence, Swamiji had identified that lack of knowledge was the cause of several problems faced by the masses and thus started the JSS Mahavidyapeetha (1954) to provide education. Under the aegis of JSS Mahavidyapeetha, he began schools and colleges for Jnana Dasoha (education), hostels for Anna Dasoha (boarding and lodging) and hospitals for Arogya Dasoha (health services) that led to overall social development. He was

compassionate in supporting the poor and the oppressed and provided opportunities to thousands who needed shelter.

The early period of his pontification was challenging. It was often said that he had to struggle relentlessly to get even a small work done. A single-minded dedication to a task aimed at the welfare of all prompted him to tread the path of sacrifice. His Holiness attained heavenly abode on 6th December 1986, and his shrine can be visited at Suttur.

Sri Jayachamarajendra Wadiyar conferred on His Holiness the title of 'Rajagurutilaka' in 1970 as a recognition of his immense contribution to society. Posthumously, Sri Shivaratri Rajendra Mahaswamiji was awarded an honorary doctorate by the University of Mysore in 1989.

All accomplishments of knowledge, health, food, shelter etc, established by Sri Shivarathri Rajendra Mahaswamiji are growing to the sky high under the able leadership and blessings of His Holiness Jagadguru Sri Shivarathri Deshikendra Mahaswamiji, the 24th and present pontiff of Srimath.

About JSS Mahavidyapeetha



The origin of JSS Mahavidyapeetha (JSSMVP), a formidable educational movement, can be traced to the establishment of a small hostel in 1928 to cater to the accommodation needs of students pursuing higher studies in Mysore.

His Holiness Jagadguru Dr. Sri Shivarathri Rajendra Mahaswamiji established the Jagadguru Sri Shivarathreshwara Mahavidyapeetha (JSSMVP) in 1954 which was registered under the Societies Registration Act 1960. Focusing on a purpose as expansive yet specific as improving quality of life through Human Development, the JSS Mahavidyapeetha has grown from strength to strength. A long and healthy life, Education for all and a decent standard of living, the indicators of Human development, have been the underlying philosophy of Jagadguru Sri Veerasimhasana Mahasamsthana Math, Suttur Srikshethra for centuries. This is also the philosophy for which the Mahavidyapeetha today stands for. JSSMVP has the objective of providing education and health care especially to the rural mass. JSSMVP witnessed enormous growth in the field of Education and today has over 300 institutions under its fold, from kindergartens to postgraduate centres and postdoctoral research catering to the educational needs of more than 1,00,000 students. The range of institutions includes Sanskrit Patashalas, PUC, Degree Colleges, Postgraduate Centers, Agricultural Research Centers, Hospitals, Free Education Schools, Nursing, Medical and Engineering Colleges. Two

Universities, namely, JSS Academy of Higher Education and Research (JSSAHER) and JSS Science and Technology University (JSS S&T) are at the top for showing the academic accomplishments of JSSMVP.

About the college

JSS College of Arts, Commerce and Science (JSSCACS), Ooty Road, Mysuru, started in 1964, is the maiden First Grade College of JSSMVP, which was established by the 23rd Pontiff of Sri Suttur Math Jagadguru Dr. Sri Shivarathri Rajendra Mahaswamiji. As a private, aided, co-educational, and multi-faculty College, JSSCACS is serving the society by providing the value added and skill based education in Arts, Commerce and Science disciplines. The college after recognized under 2f & 12(B) of UGC has reached different milestones. The College received initial accreditation as a '4-Star' Grade by NAAC in 2001. Subsequently, it obtained Autonomous status in 2005, bolstering its growth. NAAC reaffirmed its progress, granting an 'A' Grade with a CGPA of 3.03 in 2008, coinciding with the establishment of the UGC-sanctioned 'Buddha Study Centre.' Further assessments in 2014 and 2018-19 led to successive re-accreditations with CGPAs of 3.04 and 3.21, respectively. Acknowledged as a 'College with Potential for Excellence' by UGC in 2010, it embarked on interdisciplinary research endeavors, securing a second-phase extension of the scheme from 2015 to 2020 due to its remarkable outcomes. The College was identified as 'Biotechnology Finishing School (BTFS)' by the Government of Karnataka, in the year 2011 for a period of 5 years to create skill based and industry ready resources. After successful completion of the first cycle the College has been selected for running the second phase with the synonym of BTFS as BiSEP for the period 2017-2022. In the year 2015, UGC has sanctioned the 'Deen Dayal Upadhyay Kaushal Kendra (DDU KAUSHAL Kendra)' to offer B.Voc, M.Voc and PhD programmes. The campus comprises of College building with well furnished classrooms, laboratories, Auditorium, Library etc, Women's Hostel, Sports Ground, In-door Ground, Generator Rooms, Rain Water Harvesting and other facilities in 7.08 acres of area. The College has Optic Fiber internet connection with Wi-Fi and Firewall facility is provided all-over the college. JSS Radio 91.2 FM Community Radio Centre has been established in the campus with the assistance of Ministry of Information and Broadcasting, Govt. of India in the year 2021 and the community related programs are being broadcasted every day. The College has rich faculty strength of 176 and out of which 66 are Doctoral and 7 are M.Phil degree holders. The faculty members are well supported by 60 nonteaching staff. The College offers Undergraduate, Postgraduate and Doctoral Degree Programmes in different disciplines. Under 26 UG Programmes, Bachelor of Arts (BA: 5)), Bachelor of Business Administration (BBA), Bachelor of Computer Application

(B.C.A), Bachelor of Commerce (B.Com), Bachelor of Science (B.Sc: 10), and Bachelor of Vocational Programmes in Software Development, Food Processing & Engineering and Animation & Multimedia are being offered. Career Oriented Courses are also offered. The 15 Postgraduate programmes are MA in Kannada & English, M.S.W, M.Com, M.Sc in Biochemistry, Biotechnology, Chemistry, Computer Science, Mathematics, Physics, Botany and Zoology, M.Voc in Software Development and Food Processing & Engineering and Master of Computer Application (MCA). The College also offers PhD in Social Work, Kannada, English, Biochemistry, Biotechnology, Chemistry, Commerce, Mathematics and Physics. In the overall strength of 3518 students, 2358 are in UG and 1108 are in PG programmes. There are 52 Ph.D scholars working. The National Education Policy 2020 (NEP-20) has been implemented in 2021-22 for UG Programmes. The College received grants for research activities of the faculty of different departments from various funding agencies: UGC, CSIR, ICMR, DST and VGST. The faculties of the College have authored many textbooks and book chapters, served as editorial board members or referees for journals and resource persons/subject experts in many events. Teachers are highly expertise in their thrust areas of research as evidenced by spectrum of articles published. The maximum impact factor of a journal out of those articles published is 6.45 and the highest author h-index is 17. The faculty members have actively participated and presented papers in academic events.

MESSAGE FROM CHIEF EXECUTIVE

Dear learners and parents,

It gives me immense pleasure to present the prospectus of JSS College of Arts, Commerce, and Science (JSSCACS). Since its inception in 1964, our institution has been a trailblazer in providing holistic education, marked by academic brilliance and a commitment to nurturing well-rounded individuals.



We are fortunate to have the continuous blessings of the esteemed founder of JSSMVP and the college, Dr. Sri Shivarathri Rajendra Mahaswamiji, as well as the ongoing guidance and blessings of Jagadguru Sri Shivarathri Deshikendra Mahaswamiji, supporting us in all our endeavors.

As a beacon of knowledge and innovation, JSSCACS stands as a testament to our dedication to shaping future leaders. Our journey, punctuated by milestones and accolades, reflects our unwavering pursuit of excellence in academia and research.

The comprehensive array of undergraduate, postgraduate, and doctoral programs, complemented by specialized vocational courses, signifies our endeavor to cater to diverse academic interests and industry demands. Our faculty, comprising esteemed scholars and experts, passionately guide our students towards academic success and research excellence. The campus offers state-of-the-art facilities designed to provide a conducive environment for learning and growth. From well-furnished classrooms and laboratories to a robust library and sports grounds, our infrastructure supports a holistic educational experience.

We take pride in our faculty's contributions to research, evident through publications in esteemed journals and active participation in academic events. The impact factor of our published articles and the author h-index reflect the depth of expertise and commitment to scholarly pursuits.

JSSCACS remains committed to fostering a culture of academic rigor, innovation, and social responsibility. With a focus on implementing progressive educational policies and initiatives, we aim to empower our students to excel in their chosen fields and become global citizens poised for success.

Warm regards,

Prof. B.V. Sambashivaiah
Chief Executive

FOREWARD BY THE PRINCIPAL

Dear Students, Faculty, and Supporters,

It gives me immense pleasure to introduce this year's academic journey at JSS College of Arts, Commerce and Science. Our institution stands as a beacon of academic excellence, nurturing young minds to become the architects of tomorrow's world.



Welcome to JSS College of Arts, Commerce and Science (JSSCACS), an institution steeped in a rich legacy of academic excellence and holistic development. Established in 1964 as the pioneering First Grade College of JSSMVP, our journey has been a testament to our commitment to providing value-added, skill-based education in Arts, Commerce, and Science disciplines.

The college believes in fostering interdisciplinary research activities and cultivating an environment where students are encouraged to think critically and innovate. Our faculty, comprising 176 members, including doctoral and M.Phil degree holders, serve as mentors and guides, facilitating not just education but also research that has a significant impact on various fields.

The comprehensive array of undergraduate, postgraduate, and doctoral programs, including specialized vocational courses, align with the evolving educational landscape and industry demands. The recent incorporation of the National Education Policy 2020 underscores our commitment to staying at the forefront of progressive education.

As we embrace innovation with initiatives like the Community Radio Centre and the implementation of skill-based programs, such as the BiSEP and programmes of DDU KAUSHAL Kendra, our aim remains to empower students with skills that make them industry-ready and socially responsible individuals.

The campus, spread across 7.08 acres, boasts state-of-the-art facilities, including well-furnished classrooms, laboratories, a library, sports grounds, and Wi-Fi connectivity, ensuring a conducive environment for learning and growth.

College is not just an institution; it's a dynamic hub where knowledge meets opportunity, fostering a culture of academic excellence, research, and holistic development. Welcome to a transformative educational experience at our college, where the pursuit of knowledge knows no bounds.

All the best.....

Prof. M.P. Vijayendra Kumar
Principal

Vision

To be known as an institution providing need-based, skill-integrated, cost-effective, quality and holistic education, transforming the students into globally competitive, employable and responsible citizens and to be recognized as a centre of excellence.

Mission

- To create and acquire relevant knowledge along with skills and global competencies and disseminate the same among students.
- To provide holistic education through relevant curricula, programmes and pedagogic innovations focusing on employability and self-employment.
- To undertake research work contributing to the creation of knowledge, skills and its applications for sustainable development.
- To establish linkage and collaborations for the betterment of teaching, learning, research and extension
- To provide good infrastructure, human resource and necessary support-services for the betterment of students' progress and welfare.
- To promote national integration, human rights, universal brotherhood and community development activities through inclusive practices.

Objectives

- To determine and prescribe its own courses of study and syllabi, and restructure and redesign the courses to suit local needs, make it skill oriented and in consonance with the job requirements
- To prescribe rules for admission in consonance with the reservation policy of the state government/national policy
- To promote research in relevant fields
- To evolve methods of assessment of students' performance, the conduct of examinations and notification of results
- To use modern tools of educational technology to achieve higher standards and greater creativity; and
- To promote healthy practices such as community service, extension activities, projects for the benefit of the society at large, neighborhood programmes.

GOVERNING BODY (2020-23)

Chairman

His Holiness Jagadguru Sri Shivarathri Deshikendra Mahaswamiji

President, JSS Mahavidyapeetha, Sri Shivarathri Rajendra Circle, Mysuru – 570 004

Members		
Dr. C.G. Betsurmth Executive Secretary JSS Mahavidyapeetha, Mysuru	Prof. R. Mughesappa Director, College Education Division JSS Mahavidyapeetha, Mysuru	Dr. Siba Prasad Adhikary Former Vice Chancellor, FM University, Professor of Biotechnology, Vishva Bharathi Baramunda, Bhubaneshwar
Dr. K.S. Rangappa Former Vice Chancellor University of Mysore, Mysuru	Prof. B.V. Sambashivaiah Chief Executive, JSS College Campus, Mysuru	Prof. Mythili Ramaswamy Fellow, Indian Academy of Science, TIFR Centre of Applicable Mathematics, Bengaluru
Dr. S. Sreekantaswamy DOS in Environmental Science, University of Mysore, Mysuru	Joint Director Department of Collegiate Education, Mysore Region, Mysuru	Dr. S. Shankarappa Associate Professor & HOD, Dept. of Commerce JSS College, Mysuru
Dr. L. Mallesh Asst. Prof. & Head, PG Dept. of Chemistry JSS College, Mysuru		Prof. M.P. Vijayendra Kumar Principal, Member Secretary (Ex-Officio)
Special Invitees: 1. Sri. B. Niranjana Murthy , Asst. Director, College Education Division, JSSMVP, Mysuru 2. Dr. B. Prabhuswamy , Controller of Examination, JSS College, Mysuru		

ACADEMIC COUNCIL (2020-23)

Chairman (Ex-Officio)
Prof. M.P. Vijayendra Kumar, Principal

Experts	Nominees	Senior Teachers
Sri. Shivanna Director, and District Skill Development Officer, Govt. of Karnataka, Mysuru	Prof. H. Nagaraj Professor & Chairperson DOS in Geography, University of Mysore	Smt. T.V. Latha Assoc. Professor & HOD, Dept. of Electronics
Dr. S.S. Malini Professor & Chairman, DOS in Zoology University of Mysore, Mysuru	Dr. M. Kumaraswamy Professor & Chairperson, DOS in Commerce, University of Mysore	Dr. Poornima M Assoc. Professor & HOD, Dept. of English
Dr. Raveesha Prof & Head, Faculty of Life Science JSSAHER, Mysuru	Prof. M.Y. Srinivas DOS in Microbiology, University of Mysore	Dr. BY Satish Kumar Asst. Professor & HOD, Dept. of Biotechnology
Sri. Manilal Senior Scientist, CFTRI Mysuru		Dr. M.P. Somashekar Asst. Professor & HOD, PG Dept. of Social Work
Heads of UG & PG Departments		
Member Secretary:	Dr. Vijaya Manjunathaguru Associate Professor, Dept. of Physics	

Permanent invitees:

1. **Prof. R. Mugeshappa**, Director, College Development Section, JSSMVP, Mysuru
2. **Sri. B Niranjana Murthy**, Assistant Director, College Education Division, JSS Mahavidyapeetha, Mysuru
3. **Prof. B. V. Sambashivaiah**, Chief Executive, JSS College Campus, Ooty Road, Mysuru
4. **Dr. B. Prabhuswamy**, Controller of Examinations, JSS College, Ooty Road, Mysuru

Special invitees:

1. **Sri. Gokul Ashok**, Director, C-Stop Animation Academy, Mysuru
2. **Sri. K.S Shankar Prasad**, Excelsoft Technologies Pvt. Ltd. Hootagalli, Mysuru

INTERNAL QUALITY ASSURANCE CELL (IQAC) (2020-23)

Chairman (Ex-officio)
Prof. M.P. Vijayendra Kumar, Principal

From the Management	Prof. B.V. Sambashivaiah , Chief Executive
Nominees each from Local Society, Students & Alumni	1. Prof. A. Balasubramanian , Professor of Geology (Retd.), University of Mysore, Mysuru 2. Dr. M. Dharma Prasad , CEO & Chief Scientist, Prosetta Bioconformatics Pvt Ltd, Mysuru 3. Mr. Adarsh Konanur , IFBI Ltd, Mysuru 4. Mr. Mahesh Jambardi , Chief Scientific Officer, Excel-Soft Ltd, Mysuru 5. Mr. B.S. Prashanth , Managing Director, Safe Wheels Pvt Ltd, Mysuru 6. Ms. Kokila , MSc Chemistry Student
Five Senior Teachers	1. Dr. S. Prthibha , Assoc. Professor, Dept. of Botany 2. Dr. M. Chethan Kumar , Asst. Professor & HoD, PG Dept. of Biochemistry 3. Dr. R. Suhas , Asst. Professor, PG Dept. of Chemistry 4. Dr. Prabhu Swamy , COE & Asst. Professor, PG Dept. of Kannada 5. Dr. Syed Hajira Begum , Asst. Professor & HoD, PG Dept. of English 6. Dr. Ravi Kumar N , Asst. Professor, PG Dept. of Mathematics
Senior Administrative Officers – Member	Mr. C. Mahesha , Assistant Administrative Officer
Member Secretary (Coordinator)	Dr. N. Rajendraprasad , Asst. Professor of Chemistry

RESEARCH ADVISORY COUNCIL (RAC)

Sl. No.	Name and address	Designation
1	Prof. M.P. Vijayendra Kumar , Principal	Chairperson, (Ex-Officio)
2	Prof. A. Balasubramanian (Retd.) DoS in Earth Science, University of Mysore, Mysuru	Member
3	Dr Dharmaprasad , CEO & Chief Scientist, Prosetta Bioconformatics Pvt Ltd, Mysuru	Member
4	Sri. Bheemesh , Legal Advisor for Patenting, Bengaluru	Member

Special Invitees:

1. **Prof. R. Mugeshappa**, Director, College Education Division, JSS Mahavidyapeetha, Mysuru-04
2. **Prof. B.V. Sambashivaiah**, Chief Executive and Director, JSS Research Centre, JSS College of Arts, Commerce and Science, Ooty Road, Mysuru-25

INSTRUCTIONS TO STUDENTS

1. **Programme Selection Guidance:** Students are advised to thoroughly review and understand the programme offerings and their prerequisites. Students are encouraged to seek guidance from faculty members to make informed decisions about academic path.
2. **Importance of Attendance and Participation:** Emphasize the significance of regular attendance and active participation in classes, labs, seminars, and extracurricular activities. These engagements contribute to your holistic learning and overall academic development.
3. **Adherence to Academic Integrity:** Students are hereby stressed about the importance of upholding academic integrity by discouraging plagiarism, cheating, or any form of dishonest behavior. Students are called to adhere strictly to ethical standards in the academic endeavors.
4. **Utilization of Support Services:** Students are informed about the availability of support services such as libraries, counseling centers, career guidance, and other facilities. You are encouraged to utilize these resources for overall development.
5. **Code of Conduct and Campus Rules:** Students are directed to strictly follow the college's code of conduct, including guidelines for behavior, dress code, and adherence to campus rules and regulations. You are emphasized the importance of respecting diversity, maintaining discipline, and contributing positively to the college community.
6. **Dress Code:** Students enrolled in specific programs where uniforms are mandated must adhere to the specified uniform guidelines. For programs without a compulsory uniform, students are expected to maintain a standard of dress that is respectful and modest.

PROHIBITED ACTIVITIES

1. **Substance Abuse:** Consumption or possession of alcohol, drugs, or any illegal substances on campus premises.
2. **Smoking:** Smoking or vaping in college premises.
3. **Academic Dishonesty:** Engaging in plagiarism, cheating, or any form of academic misconduct in examinations or assignments.
4. **Disruptive Behavior:** Engaging in disruptive activities that disturb classes, events, or the overall campus environment.
5. **Vandalism and Damage:** Damaging or defacing college property, including buildings, equipment, or any campus facilities.
6. **Violence or Threats:** Physical violence, threats, bullying, harassment, or any form of intimidation towards fellow students, faculty, or staff.
7. **Unauthorized Entry:** Unauthorized access or entry into restricted areas, buildings, or facilities without proper permissions.
8. **Noise Disturbance:** Creating excessive noise or disturbances that disrupt the learning environment or campus activities.
9. **Unauthorized Events:** Organizing or participating in events or gatherings without proper authorization or permission from college authorities.
10. **Misuse of Technology:** Unauthorized use of college technology for purposes such as hacking, distribution of malicious content, or any unethical online behavior.

CODE OF CONDUCT

At JSS College of Arts, Commerce and Science, we uphold the values of integrity, respect, responsibility, and collaboration. All stakeholders—students, teachers, administrative staff, parents, and outsiders—are expected to abide by the following Code of Conduct to foster a positive and conducive environment for teaching, learning, and overall engagement within the college community.

For Students:

1. **Respect and Integrity:** Treat peers, faculty, and staff with respect, kindness, and integrity, fostering a culture of inclusivity and support.
2. **Academic Excellence:** Uphold academic honesty, refrain from plagiarism, cheating, or any form of academic dishonesty, and actively engage in learning and scholarship.
3. **Campus Behavior:** Abide by the college's rules and regulations, maintaining decorum, and refraining from any behavior that disrupts the learning environment or infringes upon others' rights.
4. **Personal Responsibility:** Take responsibility for personal actions, decisions, and academic progress, contributing positively to the college community and its activities.
5. **Collaboration and Contribution:** Actively participate in campus life, extracurricular activities, and academic forums, contributing constructively to the college's growth and development.

For Teachers:

1. **Professionalism:** Demonstrate professionalism, fairness, and respect in interactions with students, colleagues, and staff, fostering an environment conducive to learning.
2. **Quality Education:** Deliver high-quality education, support students' academic growth, and provide fair, constructive, and timely feedback.
3. **Ethical Standards:** Adhere to ethical teaching practices, ensuring impartiality, transparency, and fairness in assessments and evaluations.
4. **Continuous Learning:** Engage in ongoing professional development, upgrading teaching methodologies, and subject expertise to enhance teaching effectiveness.
5. **Collegial Collaboration:** Foster collaboration, teamwork, and positive relationships among colleagues and staff, contributing to a harmonious work environment.

For Administrative Staff:

1. **Service Excellence:** Provide efficient, courteous, and supportive service to students, faculty, and visitors, fostering a welcoming atmosphere within the college.

2. **Compliance and Confidentiality:** Adhere to administrative protocols, maintain confidentiality in handling student records, financial matters, and administrative affairs.
3. **Team Collaboration:** Work collaboratively and cooperatively with colleagues, demonstrating professionalism, respect, and a commitment to excellence in administrative responsibilities.
4. **Resource Management:** Efficiently manage resources, facilities, and administrative tasks, ensuring smooth functioning and support for college operations.
5. **Descent Service:** Engage with stakeholders positively, addressing their queries, concerns, and needs with professionalism and empathy.

For Parents:

1. **Supportive Role:** Encourage and support child's educational pursuits, emphasizing the importance of academic commitment, integrity, and responsibility.
2. **Respect for College Policies:** Understand, respect, and support the college's rules, regulations, and guidelines, cooperating with the institution for their child's academic progress.
3. **Communication and Engagement:** Maintain open communication with college authorities, engaging constructively in matters related to their child's education, development, and well-being.
4. **Positive Reinforcement:** Provide encouragement and positive reinforcement to their child for active participation in academic and extracurricular activities.
5. **Role Modeling:** Serve as positive role models, displaying respectful and supportive behavior towards the college community, faculty, and staff.

For Outsiders:

1. **Respect for Campus Environment:** Conduct oneself respectfully and courteously while on campus, adhering to the college's rules, regulations, and guidelines.
2. **Compliance with Guidelines:** Follow visitor protocols, security measures, and instructions provided by college authorities during any visit or interaction on campus.
3. **Professional Conduct:** Maintain professionalism and respect when interacting with college students, faculty, or staff, fostering a positive and constructive environment.
4. **Confidentiality and Privacy:** Respect the confidentiality of college-related matters and student information, refraining from unauthorized disclosure or discussion.
5. **Adherence to Policies:** Abide by the rules, policies, and instructions communicated by college authorities during any engagement or interaction within the college premises.

ACADEMIC CALENDAR (2022-23)

Undergraduate programmes

Sl.No	Particulars	Existing Dates	Revised Dates
1	Commencement of II, IV & VI Semester Classes	26.04.2023	-----
2	Last date to approval for course mapping	08.06.2023	-----
3	First Test	From 13.06.2023	-----
4	To send orders for Paper Setting	21.06.2023	-----
5	Last Date for Setting Question Papers	01.07.2023	-----
6	BOE Meetings	06.07.2023 to 12.07.2023	-----
7	Fees Collection	From 07.07.2023	-----
8	Second Test	From 25.07.2023	From 12.07.2022
9	Last date to approval for IA and Attendance	03.08.2023	20.07.2023
10	Practical and Skill Development Exams	07.08.2023 to 16.08.2023	24.07.2023
11	Last working day for Students & Teachers	12.08.2023	31.07.2023
12	Conducting of odd semester Examinations	From 17.08.2023	From 04.08.2023
13	Midterm vacation (including conducting of examination and valuation work)	12.08.2023 to 16.09.2023	01.08.2023 to 27.08.2023
14	Commencement of the next academic year (2023-24)	19.09.2023	28.08.2023

Postgraduate programmes

Sl. No	Particulars	Dates
1	Commencement of III Semester Classes	21.11.2022
2	First Test	12.01.2023 to 17.01.2023
3	To send orders for Paper Setting	22.01.2023
4	Last Date for Setting Question Papers	28.01.2023
5	BOE Meetings	01.02.2023 to 08.02.2023
6	Fees Collection	From 13.02.2023
7	Second Test	10.03.2023 to 15.03.2023
8	Practical and Skill Development Exams	16.03.2023 to 21.03.2023
9	Last working day for Students & Teachers	21.03.2023
10	Conducting of odd semester Examinations	From 22.03.2023
11	Midterm vacation (including conducting of examination and valuation work)	22.03.2023 to 21.04.2023
12	Commencement of IV Sem Classes	24.04.2023

Note: If a particular day become or happens to be holiday then the corresponding event will come into effect from the next working day.

Notification regarding the Examinations schedule will be announced by the Controller of Examinations time to time.

FIRST RANK HOLDERS (2022-23)



General Rules and Regulations for Admissions

- Applications are usually issued during the month of April/May.
- Candidates for admission should submit the prescribed application, duly filled in before the last date. Incomplete applications will be rejected.
- Admissions are given only for one academic year. The institution has the right to cancel admission, if necessary, in the middle of the academic year.
- Admission will be considered provisional till they are approved by the Principal / Governing Body of the Institution.
- Deposits and fee will not be refunded if the student leaves the college in the middle of the academic year.
- Documents submitted by the candidate at the time of admission or later will be returned if fee for the entire academic year is paid.
- The college may admit students from outside University of Mysore provided the student fulfils conditions prescribed by the University for this purpose.

The following documents should be submitted at the time of admission

- Transfer and conduct certificates (in original).
- The Karnataka PUE Board (or its equivalent) Grade certificate and date of birth proof in original or a provisional certificate.
- Candidates who have passed an examination other than the Karnataka PUE Board should produce eligibility certificate obtained from the college.
- Three passport size photographs.
- Community / Caste certificate in original and two Xerox copies attested by a Gazetted Officer.
- Candidates appearing for interviews should be prepared to pay fees within a specified time, if they are selected in the interview.

Library Rules

- Borrower's cards will be issued to every student at the beginning of the year. It is not transferable. It should be surrendered at the end of the year.
- Admission to the library is only on the production of Identity Card.
- Books will be issued as per the time-table framed for this purpose.
- Books returned late will be liable for a fine of 1.00 rupee per book per day.
- Duplicate identity card will be issued on payment of prescribed fine.

- Duplicate Borrower's Card will be issued on payment of prescribed fine.
- Books should be returned in proper condition, failing which fine may be levied.
- Books meant for Reference, Encyclopedia and Competitive examinations are not allowed to be taken out.
- A student can keep the books for not more than two weeks. He/She can, however, return the books earlier.
- The Borrower's cards are to be surrendered at the time of borrowing books and claimed back when the books are returned.
- The students must maintain discipline and complete silence both in the Library and the Reference Section.
- Newspapers and periodicals are to be returned in sound condition, failing which fine will be levied.

UNDERGRADUATE PROGRAMMES OFFERED (2023-24)

Programme	Intake	Duration	Medium
B.A. in Economics and Geography	50	4 Years / 8 Semesters	Kannada
B.A. in History and Political Science	50		
B.A. in Kannada and Geography	40		
B.A. in History and English	40	4 Years / 8 Semesters	English
B.A. in Journalism and Political Science	40		
B.Sc. in Physics and Chemistry	60	4 Years / 8 Semesters	English
B.Sc. in Physics and Maths	60		
B.Sc. in Physics and Computer Science	40		
B.Sc. in Maths and Computer Science	20		
B.Sc. in Physics and Electronics	48		
B.Sc. in Bio Technology and Zoology	40		
B.Sc. in Chemistry and Bio Technology	50		
B.Sc. in Bio Technology and Biochemistry	20		
B.Sc. in Microbiology and Bio Technology	20		
B.Sc. in Microbiology and Biochemistry	60		
B.Sc. in Chemistry and Zoology	30		
B.Sc. in Botany and Zoology	50		
B.Sc. in Chemistry and Botany	40		
B.Com	180		
BBA	120	4 Years / 8 Semesters	English
BCA	180	4 Years / 8 Semesters	English
B.Voc in Food Processing and Engineering	50	4 Years / 8 Semesters	English
B.Voc in Software Development	50		
B.Voc in Animation and Multimedia	50		

PROGRAMMES OFFERED IN ADVANCED DIPLOMA

Programme	Intake	Duration	Medium
Diploma/Advance Diploma in Animation and Multimedia	50	2 Years /4 Semesters	English
Diploma/Advance Diploma in Retail Management	50	2 Years /4 Semesters	English

CAREER ORIENTED COURSES (COCS)

Sl. No.	Course	Duration	Medium
1	Horticulture	1 Year/2 Semesters	English
2	Industrial Microbiology	1 Year/2 Semesters	English
3	Electronic & Electrical Equipment Maintenance	1 Year/2 Semesters	English

4	Computerized Accounting	1 Year/2 Semesters	English
5	Tourism	1 Year/2 Semesters	English
6	Insurance Management	1 Year/2 Semesters	English
7	Animation & Visual Effects	1 Year/2 Semesters	English
8	Human Rights Education	1 Year/2 Semesters	English
9	Buddha Studies	1 Year/2 Semesters	English
10	Tax Management	1 Year/2 Semesters	English
11	Sharana Sahitya	1 Year/2 Semesters	Kannada
12	Web design	1 Year/2 Semesters	English
13	Yoga	1 Year/2 Semesters	English

Career oriented courses in Diploma

Sl. No.	Course	Duration	Medium
1	Horticulture	1 Year/2 Semesters	English
2	Industrial Microbiology	1 Year/2 Semesters	English
3	Electronic & Electrical Equipment Maintenance	1 Year/2 Semesters	English
4	Computerized Accounting	1 Year/2 Semesters	English
5	Tourism	1 Year/2 Semesters	English
6	Insurance Management	1 Year/2 Semesters	English
7	Animation & Visual Effects	1 Year/2 Semesters	English
8	Buddha Studies	1 Year/2 Semesters	English
9	Tax Management	1 Year/2 Semesters	English
10	Sharana Sahitya	1 Year/2 Semesters	Kannada
11	Web design	1 Year/2 Semesters	English

Career oriented courses in Advanced Diploma

Sl. No.	Course	Duration	Medium
1	Horticulture	1 Year/2 Semesters	English
2	Industrial Microbiology	1 Year/2 Semesters	English
3	Electronic & Electrical Equipment Maintenance	1 Year/2 Semesters	English
4	Computerized Accounting	1 Year/2 Semesters	English
5	Tourism	1 Year/2 Semesters	English
6	Insurance Management	1 Year/2 Semesters	English
7	Animation & Visual Effects	1 Year/2 Semesters	English
8	Tax Management	1 Year/2 Semesters	English
9	Sharana Sahitya	1 Year/2 Semesters	Kannada

PG Diploma Courses

Sl. No.	Course	Duration	Medium
1	PG Diploma in HRM (Post UG)	1 Year/2 Semesters	English
2	PG Diploma in BT FS (Post PG)	1 Year/2 Semesters	English
3	PG Diploma in Animation and Visual Effects (Post PG)	1 Year/2 Semesters	English
4	PG Diploma in Human Rights Education (Post UG)	1 Year/2 Semesters	English
5	PG Diploma in Sharana Sahitya	1 Year/2 Semesters	English

Regular Diploma Courses

Sl. No.	Course	Duration	Medium
1	Diploma in Animation and Visual Effects	1 Year/2 Semesters	English

Short Term Course

Sl. No.	Course	Duration	Medium
1	Foundation course in Human Rights Education	Six months	English

Note: Various other certificate and value-added courses are also offered. Details may be obtained from the departments.

POSTGRADUATE PROGRAMMES OFFERED (2023-24)

Sl. No.	Programme	Intake	Duration	Medium
1	Master of Social Work (M.S.W)	45	2 Years/ 4 Semesters	English
2	M.Sc. in Biotechnology	40		
3	M.Sc. in Biochemistry	45		
4	M.Sc. in Computer Science	60		
5	Master of Commerce (M.Com)	60		
6	M.Sc. in Physics	60		
7	M.Sc. in Chemistry	60		
8	M.Sc. in Mathematics	40		
9	M.Sc. in Botany	40		
10	M.Sc. in Zoology	40		
11	Master of Computer Applications (MCA)	60		
12	M.A. in English	30		
13	M.Voc. in Food Processing & Engineering	50		
14	M.Voc. in Software Development	50		
15	M.A. in Kannada	50		Kannada

PG PROGRAMMES-ELIGIBILITY

Sl. No.	PROGRAMME	ELIGIBILITY
1	M.Sc in PHYSICS	B.Sc. with Physics and Mathematics as Major/Optional subjects or B.Sc, B.Ed. degree of Regional Institute of Education with Physics as a special subject.
2	M.Sc in CHEMISTRY	B.Sc. with Chemistry as one of the Major/Optional subjects, provided the candidate has studied Mathematics as one of the optional subjects in PUC or equivalent.
3	M.Sc in MATHEMATICS	B.Sc. with Mathematics as Major/ Optional subject or B.Sc, B.Ed. degree of Regional Institute of Education with Mathematics as a special subject.
4	M.Sc in BOTANY	B.Sc. with Botany as a Major/Optional subject.
5	M.Sc in ZOOLOGY	B.Sc. Degree with Zoology as a Major/Optional subject or B.Sc, B.Ed. with CBZ (Regional Institute of Education) or equivalent.
6	M.Sc in COMPUTER SCIENCE	B.Sc. with Computer Science/ Computer Applications /Computer Maintenance/Electronics as an optional or BCA/B.Voc in Software Development degree from recognised University. Candidates should have studied Mathematics as a major or minor subject in their BCA/B.Sc. degree or a degree BSc(IT) (from recognized regular University or Open University) even without Mathematics in their PUC or Diploma (in Electronics, Computer Science and Information Technology) are permitted, if they have SSLC level Mathematics Or equivalent to this from any other recognised University in India or Abroad. Minimum aggregate marks of 45% (5% relaxation in case of SC,ST and Cat-I candidates).
7	M.Sc in BIOCHEMISTRY	B.Sc. with Biochemistry/Chemistry as a Major/Optional subject.
8	M.Sc in BIOTECHNOLOGY	Bachelor's degree in Science including Agriculture, Pharmacy, Chemical Engineering, Medicine, Veterinary, Dairy, Fisheries, Horticulture, Forestry from any University recognized by UGC/ICAR/AICTE/ Medical Council

		with an aggregate minimum of 55% marks. (5% relaxation in case of SC,ST and Cat-I candidates)
9	M.Com	B.Com/B.B.M/B.B.A of this University or any other University considered as equivalent thereto. For general merit candidates 45% of the aggregate marks, for SC / SC / Cat-1 40%.
10	MSW	B.S.W., B.A./B.Com./B.Sc /B.B.M./B.C.A./L.L.B. of this University or of any other University recognized as equivalent thereto. For general merit candidates 45% of the aggregate marks, for SC / SC / Cat-1 40%.
11	MA in KANNADA	B.A./B.Sc./B.A. performing Arts, with Kannada as Major/Optional subject OR Degree with Post-Pre- University Diploma in Kannada OR Pandit Examination of Karnataka Government OR B.Ed. Degree with S.S.L.C. and Vidwat Examination of the University of Madras.
12	MA in ENGLISH	Students having optional English in B.A./B.Sc., B.A. Performing Arts / B.A.Ed. (Regional institute of Education) Degree OR Postgraduate Diploma in English of the University with 45% marks for General Merit candidates and 40% for SC/ST/Cat-I. Language English students are not eligible to apply for admission or to appear for Entrance Test for M.A. English.
13	M.Voc in Food Processing and Engineering	B.Sc. with Physics, Chemistry and Mathematics as Major / Optional subjects or B.Pharm/ B.Sc. with Food Science & Nutrition / Home Science / Catering & Hote Management / Biotechnology / Chemistry / Biochemistry / Microbiology / other Life Sciences provided the candidate has studied Mathematics as one of the optional subjects in the Two Year P.U.C. or equivalent, or B.Sc. (Ag) or B.Tech/B.E. (Food Nutrition and Dietetics / Food Process Engineering / Agriculture Engineering / Chemical Engineering / Biotechnology / Bioinformatics) from recognized University with an aggregate minimum of 45% for general merit and 40% in case of SC/ST/Cat-I or equivalent grade.
14	M.Voc in SOFTWARE DEVELOPMENT	B.Sc degree (from Recognized University/ Open University) with Computer Science/ Computer Applications/ Computer Maintenance/ Electronics as an optional OR BCA Candidates should have studied Mathematics as a major or minor subject in their BCA/ B.SC degree. Or a Degree in B.Sc (IT) or PG diploma in Electronics, computer science and information technology. OR B.E/B.Tech in (IT / IS / CS). Or BVoc in Software Development degree from recognized University or any other degree equivalent to this from any other recognized University in India or abroad also permitted.
15	MCA	BCA or BSc/BE/B.Tech degree in Computer Science or BSc/Bcom/BA degree in any subject with Mathematics. General category candidates should secure minimum 50% aggregate. Reserved category candidates (SC/ST/Category-I Karnataka) should secure 45% aggregate

Admissions to PG Programmes (Except for MCA)

- PG entrance examinations conducted by University of Mysore is compulsory.
- Candidates qualified in the entrance examination have to apply to university quota (online) and college quota (online/offline) separately with all necessary documents along with the receipt of application fee.
- 50% of the seats filled by University of Mysore through centralised admission cell as per merit and roster policy.
- Remaining 50% of the seats will be filled by the college following merit cum roster policy.

Admissions to MCA Programmes

Admissions are on par with AICTE norms following the selection process done by Karnataka Examination Authorities (KEA) through entrance test.

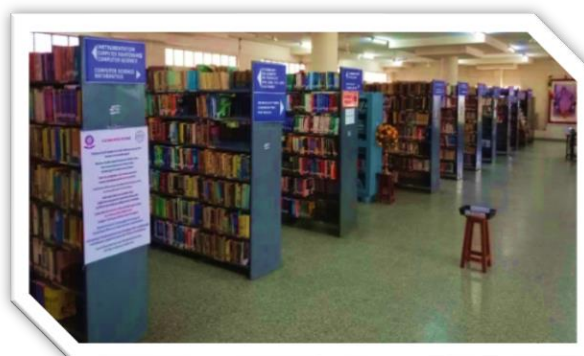
Fee structure: Visit the college website

DOCTORAL (Ph.D) PROGRAMMES

Sl. No.	Ph.D Programme	Affiliated to	Eligibility & Duration
1	Kannada	University of Mysore, Mysuru, Karnataka, India	As per the regulations and guidelines of UGC and University of Mysore
2	English		
3	Social Work		
4	Biotechnology		
5	Biochemistry		
6	Commerce		
7	Physics		
8	Chemistry		
9	Mathematics		

College Library as a place for knowledge enrichment

- Spacious Library and Reading room
- No. of Open access books: > 78800
- Titles: >48000
- No. of e-Books: ~5000
- Printed journals: 141
- e-Journals: 1000
- Periodicals: 61
- Access to N-LIST for e-resources



Laboratories

- Well-equipped laboratories in all UG and PG Departments for Bachelor's, Master's and Doctoral studies
- Modernized laboratories with sophisticated instruments in PG Chemistry, Biochemistry, Biotechnology, Botany, Zoology and Kaushal Kendra
- Enriched Museums in Botany and Zoology
- Software and hardware laboratories in Computer Science and Applications departments
- ICT Laboratories with higher end software and hardware
- Well equipped Language Lab in Department of English



Biochemistry Lab



Chemistry Lab



Biotechnology Lab



Zoology Lab



Computer Science Lab

National Service Scheme

The National Service Scheme (NSS) is a revered public service initiative sponsored by the Indian government through the Ministry of Youth Affairs and Sports. Its inception during Gandhiji's centenary year in 1969 underscores its historical significance. NSS stands as a voluntary platform within colleges, dedicated to fostering students' holistic development through active engagement in community service.

The NSS at our college exemplifies exceptional proactivity and unwavering dedication to societal welfare. Over the past five years, NSS has garnered numerous awards and accolades, celebrating its substantial contributions to society. Through their committed service, NSS volunteers are not only contributing significantly but also cultivating invaluable leadership skills and a sense of patriotism.

The NSS program serves as a cornerstone in shaping individuals who not only contribute actively to societal welfare but also emerge as leaders infused with a strong sense of patriotism and dedication to community service.



NSS Unit cleaning Lakshmanatheertha River



Plantation by NSS Volunteers

National Cadet Corp

The National Cadet Corps (NCC) stands as the premier Indian Military Cadet Corps, headquartered in New Delhi. This voluntary organization selectively enrolls cadets from high schools,

colleges, and Universities nationwide. Cadets undergo comprehensive training encompassing basic military techniques, small arms handling, and parade drills. Upon completion of their course, officers and cadets are relieved from active military service obligations, yet they enjoy preference over general candidates in selection processes owing to their achievements within the corps.

Established in 1966, the NCC Company 2/14 KAR BN NCC at JSS College of Arts, Commerce & Science, Mysore -25, boasts a robust strength of 160, inclusive of SD and SW. The company marked its silver jubilee in 1991-92, upholding disciplined training that fosters national unity and integrity through the embodiment of NCC ideals. Evidencing consistent progress since inception, the NCC at the college provides a platform for students to imbibe discipline and embrace responsibilities towards nation-building.

Participation in prestigious events like the Republic Day parade, PM Rally, Talsainik Camp, among others, enriches the students' experience. The college extends ample opportunities for students to engage actively in NCC activities. Furthermore, the commendable achievements of the college NCC officer and Cadets have garnered several accolades, including the Chief Minister Commendation award and the best NCC team award, affirming the dedication and excellence within the program.



Senior under Officer (SUO) Jayashree U of III BSc, participated in RD Parade at Delhi in the year 2023



Company senior under Officer (CSUO) Aishwarya D of III BSc, participated in RD Parade at Delhi in the year 2023



Company senior under Officer (CSUO) Chaithra S of III BCA, participated in RD Parade and PM Rally at Delhi in the year 2022



Senior under Officer (SUO) Prajwal M of II B.Sc, participated in RD Parade in Delhi in the year 2022

Placement Cell

The Training and Placement Cell at our college plays a pivotal role in guiding UG and PG students towards successful career paths. Operating round the year, it facilitates connections between students and industries, offering tailored training programs and career guidance. Activities include seminars, workshops on interview skills, coordinating placements, and organizing job fairs. Regular meetings with HRs and TPOs aim to promote recruitments, while aiding students in academic and career clarity. The cell proudly lists placed students from renowned companies like Infosys, Wipro, and ICICI bank etc. Potential recruiters encompass various sectors from IT to banking, ensuring diverse opportunities for aspirants.

Competitive Examination Training Cell

The college's Competitive Examination Training Cell (CETC) provide severe training for students. The Training Program, tailored for aspirants eyeing entry into All India Services or State Civil Services, currently provides weekend sessions. Candidates must commit at least seven hours daily for

study and training. Admission hinges on a written test and individual interview, accepting only the top 100 candidates based strictly on merit.

The comprehensive program features weekend classes in various streams, supplemented by mock tests, expert-led sessions, and essay evaluations. Participants receive a daily dose of editorials, current affairs, and summaries of Yojana, Kurukshetra magazines, Economic Survey, and PIB updates.

The curriculum focuses on both Preliminary and Mains examinations, instilling analytical skills for multiple-choice questions, in-depth coverage of general knowledge, and language proficiency. Training extends to optional subjects including Geography, Public Administration, History, Sociology, Economics, and Kannada Literature.

Furthering the training, the program aligns with the Karnataka Civil Service Examination syllabus, preparing candidates with an identical approach. Additionally, it equips participants for various competitive examinations like Staff Selection Commission, CDS, Banking Exams, RRB, and more. Personality development sessions fine-tune interview skills, etiquette, language, and emotional acumen for successful assessments.

JSS Community Radio Station 91.2 FM

JSS Radio 91.2 FM, established under the auspices of His Holiness Jagadguru Sri Shivarathri Deshikendra Mahaswamiji, aims to serve the community with diverse programs. Approved by the Ministry of Information and Broadcasting, Government of India, this community radio prioritizes National Health, social development, education, culture, and heritage awareness. Inaugurated by Dr. L. Murugan, Minister of State for Fishery, Animal Husbandry, Dairy, and Information and Broadcasting, the station broadcasts daily from 7 am to 8 am & 4 pm to 5 pm. The programs span a wide spectrum including arts, environmental awareness, emerging talents, science education, moral teachings, health awareness, and insights into India's Constitution and government schemes.



Inauguration of CRS



Inauguration speech by Dr. L. Murugan



Logo and Frequency of CRS



Snapshots of some programmes

Co-curricular and extracurricular activities

College places immense emphasis on fostering holistic development among students beyond academics. The institution actively promotes co-curricular and extracurricular activities, providing a platform for students to explore their talents and interests. The college hosts a vibrant array of events encompassing arts, culture, sports, technology, and social causes. These platforms encourage students to engage in debates, cultural fests, hackathons, sports meets, community outreach programs, and more, nurturing their leadership, teamwork, and creative skills.

Alumni association

College boasts a robust Alumni Association that serves as a valuable network connecting past and present students. The association organizes alumni meets, workshops, mentoring sessions, and career guidance programs, fostering a strong bond between the institution and its graduates. Alumni members actively contribute their expertise and experiences, supporting current students in their academic and professional journeys.

Student support

Students are provided comprehensive support through various committees that cater to their academic, social, and personal welfare. The Grievance Appeal Redressal Cell ensures a platform for students to address and resolve any grievances they may have, promoting a conducive and supportive environment. The SC/ST and OBC Committees focus on the specific needs and concerns of marginalized groups, ensuring their rights and providing necessary assistance. The Anti-Ragging Committee maintains a zero-tolerance policy towards any form of harassment, ensuring a safe and secure campus for all. Additionally, the institution has an array of committees spanning academic, cultural, sports, and social domains. These committees, including the Career Guidance and Placement Cell Committee, Alumni Association, Disciplinary Committee, and various others, actively engage with students, offering guidance, mentorship, and avenues for personal and professional growth. Through these committees, students receive multifaceted support, enabling them to excel academically and personally while contributing positively to the campus community.

Other facilities in the college

- Women Hostel
- Media Studio
- Canteen
- Outdoor and Indoor sports facility
- Scouts, Guides, Youth Red Cross, Ranges and Rovers units
- Browsing centre

Various Committees in the College

- ✓ Academic Audit Committee
- ✓ Academic Report Committee
- ✓ Admission Committee (PG)
- ✓ Admission Committee (UG)
- ✓ Alumni Association
- ✓ Career Guidance and Placement Cell Committee
- ✓ Committee for Formation of Students Forum (UG)
- ✓ Disciplinary Committee
- ✓ Examination Committee
- ✓ Extra-Curricular Activities Committee
- UG – Cultural Committee
- ✓ Heritage Club Committee
- ✓ His Holiness Jagadguru Dr. Sri Shivarathri Rajendra Mahaswamiji Jayanthi Mahotsava Celebration Committee
- ✓ Institution Innovation Cell
- ✓ Library Committee
- ✓ Magazine Committee
- ✓ National Festivals Committee
- ✓ PG – Cultural Committee
- ✓ PG – Sports Committee
- ✓ Planning and Evaluation Committee
- ✓ Press & Publicity Committee
- ✓ Prospectus & Calendar of Events Committee
- ✓ Red Ribbon Club Committee
- ✓ Scouts and Guides Committee
- ✓ Stage Committee
- ✓ Start-Up Cell
- ✓ Students Welfare Committee
- ✓ Time Table Committee
- ✓ UG – Sports Committee
- ✓ Youth Red Cross Committee
- ✓ National Festivals Committee

COLLEGE STAFF

ADMINISTRATION

Chief Executive: Prof. B.V. Sambashivaiah

Principal: Prof. M.P. Vijayendra Kumar

TEACHING STAFF

Undergraduate departments

Name & Department	Designation	Name & Department	Designation
Department of Kannada		Department of Physics	
DR. N MAHESHWARI	Head & Asst. Professor	Dr. VINAY KUMAR L	Head & Asst. Professor
PROF. DEVANNA H B	Asst. Professor	KARTHIK G	Asst. Professor
DR. NANDISHA M N	Asst. Professor	SHWETHA U S	Asst. Professor
DR. MADHUSUDAN C R	Asst. Professor	JAGADEESH B	Asst. Professor
SATHOSH KUMAR N	Asst. Professor	LAKSHMI	Asst. Professor
DR. SOWMYA M	Asst. Professor	SOWMYA H B	Asst. Professor
NATARAJU	Asst. Professor	Department of Chemistry	
DR MEENAKSHI R	Asst. Professor	J.S. VIDYA	Head & Asst. Professor
Department of English		PRABHAKAR D S	Asst. Professor
DEEPA P	Head & Asst. Professor	SOWMYA H S	Asst. Professor
ARJUN P	Asst. Professor	THEJASHWINI M	Asst. Professor
SHILPA P S	Asst. Professor	Department of Mathematics	
NIRANJAN D M	Asst. Professor	PROF. LINGANNA S	Head & Hon. Professor
NAVEENA M	Asst. Professor	MAHADEVASWAMY M	Asst. Professor
Department of Hindi		ASHA H M	Asst. Professor
Dr. SIDDAGANGAMMA M R	Head & Asst. Professor	ABHISHEK M	Asst. Professor
Department of Sanskrit		JYOTHI G	Asst. Professor
SHRINIDHI K	Asst. Professor	Department of Botany	
Department of History		DR. S. PRATHIBHA	Head & Assoc. Professor
R. SUJATHAKUMARI	Head & Asst. Professor	N GAYATHRI DEVI	Asst. Professor
Dr. DHARMESHA A G	Asst. Professor	KIRAN B L	Asst. Professor
Department of Geography		Department of Zoology	
SATHISH K R	Head & Asst. Professor	BAVANI M N	Head & Asst. Professor
MADESHA R	Asst. Professor	SANJAY H V	Asst. Professor
Department of Economics		VIDYAMBA K N	Asst. Professor
MAHESHA P	Head & Asst. Professor	SHILPA	Asst. Professor
Dr. SHANMUGA	Asst. Professor	Department of Microbiology	
RATHNAMMA N	Asst. Professor	Dr. SEEMA M	Head & Asst. Professor
Department of Political Science		Dr. SPOORTHY H P	Asst. Professor
ASHA R G	Head & Asst. Professor	Department of Biochemistry	
Dr. SHRUTHI K C	Asst. Professor	Dr MANJUNATH M S	Head & Asst. Professor
SHRUTHI L S	Asst. Professor	Department of Electronics	
MAHADEVASWAMY H P	Asst. Professor	T.V. LATHA	Head & Assoc. Professor
Department of Journalism		Department of Biotechnology	
TRIVENI	Head & Asst. Professor	UMA S	Head & Asst. Professor
Department of Physical Education		PRATHIBHA B	Asst. Professor
KARTHIK M	Director	Department of Env. Science	
NIRANJAN C S	Asst. Director	SHIVA V	Asst. Professor

Name & Department	Designation	Name & Department	Designation
Department of Commerce		Department of Computer Science	
M P VIJAYENDRA KUMAR	Assoc. Professor & Principal	VIDYASHANKAR	Head & Asst. Professor
SREELALITHA K G	Asst. Professor	Dr. K M RAJESH	Asst. Professor
NAGASHREE N	Asst. Professor	MEERA C	Asst. Professor
MAMATHA M	Asst. Professor	NANDISH M	Asst. Professor
PUSHPA C S V	Asst. Professor	NAGALAMBIKE B	Asst. Professor
PRAMOD H M	Asst. Professor	VINAY R U	Asst. Professor
YASHASWINI K S	Asst. Professor	MADHUSUDAN M	Asst. Professor
DAYANANDA S	Asst. Professor	JAYASHREE H J	Asst. Professor
NAGARATHNA S	Asst. Professor	MADHU D C	Asst. Professor
MAHENDRA P	Asst. Professor	CHETHAN M	Asst. Professor
NAVYASHREE M B	Asst. Professor	KAVYASHREE D G	Asst. Professor
ASHA L	Asst. Professor	SHILPA R V	Asst. Professor
PAVITHRA S	Asst. Professor	MADALAMBIKA D M	Asst. Professor
MEGHA V	Asst. Professor	CHAITHRA S	Asst. Professor
ROJA K P	Asst. Professor	LIKHITHA B M	Asst. Professor
SIDDESHA M	Asst. Professor	POOJA P S	Asst. Professor
CHANDAN CHAKRAVARTHY	Asst. Professor	MEGHANA J	Asst. Professor
AMRUTHA S	Asst. Professor	SUSHMA B	Asst. Professor
Department of Animation		ROOPA	Asst. Professor
SIDDARAJU R	Head & Asst. Professor	AISHWARYA	Asst. Professor
YOGESH A J	Asst. Professor	MEGHA S	Asst. Professor
Department of Food Processing & Engineering (BVoc & MVoc)		Department of Software Development (BVoc & MVoc)	
SHRAVYA S	Asst. Professor	SHEELA G V	Asst. Professor
HEMRAJ T M	Asst. Professor	Library & Information Science	
LOKESH AWANTI	Asst. Professor	UDHAYSHANKAR S P	Senior Librarian

NONTEACHING STAFF

Nonteaching Staff-1

NAME	DESIGNATION
CHANDRU S	Office
MAHADEVAPPA B	Office
SIDDARAJU S R	Office

Nonteaching Staff-2

NAME	DESIGNATION	NAME	DESIGNATION
DR. B. PRABHU SWAMY	Controller of Examinations	NAGARAJU S	Attender
MAHESH C	AAO	NANJUNDASWAMY K V	Attender
SRINIVASA	Librarian	RAMESHA M	Lab Attender
NARASIMHAN M K	Supervisor	SRIKANTASWAMY B	Attender
MAHADEVASWAMY	Computer Operator	MAHADEVASWAMY M	Attender
GEETHA H N	SDA	MAHADEVA M	Attender
NAGARATHNA M B	SDA	ASHA S D	Attender
NATARAJU	SDA	USHA S D	Attender
HEMAVATHY M	SDA	PUTTAMALLAPPA M	Attender
VARALAKSHMI BAI B	SDA	DINAGARAN	Lab Attender

HARISH	SDA	MAHESHA H M	Attender
SHIVASWAMY B	SDA	PUTTABUDDI	Attender
SMITHASHREE	SDA	BHAGYARAJ N M	Attender
NAME	DESIGNATION	NAME	DESIGNATION
PARTHASARATHI T	SDA	CHELUVAMMA	Peon
ROOPA M	SDA	SHANTHA	Peon
GEETHAMURTHY	Library Assistant	ANNAPPA S V	Peon
NAGABHUSHAN S	Library Assistant	PRABHUSWAMY M B	Lab Attender
PUSHPAVATHI C	SDA	VEERESH KUMAR D	Attender
SHILPASHREE B	SDA	MAHADEVASWAMY M	Attender
NANJUNDASWAMY R N	SDA	MADEVA K	Attender
VIJAY S P	SDA	DHARANENDRABABU H S	Attender
MANJAPPA B	Attender	MAHESH N	Attender
CHANDRU	Attender	SATHYENDRA KUMAR	Lab Attender
RAVIKUMAR B M	Attender	RAJASHEKARA S C	Attender
POORNIMA M	Attender	PARASHIVAMURTHY	Electrician
NANDEESH M N	Attender	MALLESHA K G	Attender
GEETHA	Peon	MANJUNATH M C	Library Assistant

TEACHING STAFF

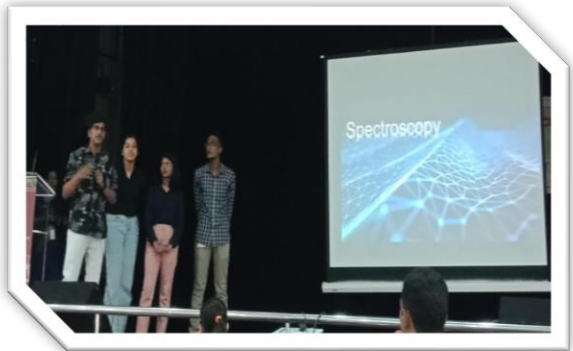
POSTGRADUATE DEPARTMENTS

Name & Department	Designation	Name & Department	Designation
Department of Physics		Department of Chemistry	
DR. VIJAYA MANJUNATHA GURU	Hon. Professor	DR. MALLESHA L	Head & Asst. Professor
DR. N. PUSHPA	Head & Asst. Professor	DR. N. RAJENDRA PRASAD	Asst. Professor
DR. PADMA PRASAD K	Asst. Professor	DR. SUHAS R	Asst. Professor
SUNIL KUMAR K C	Asst. Professor	DR. MALLIKARJUNASWAMY C	Asst. Professor
CHIRAG N	Asst. Professor	DR. MAHADEVASWAMY M	Asst. Professor
GOWRI DESHPANDE	Asst. Professor	DR. VIJENDRA KUMAR N	Asst. Professor
AKHILESHWARI P	Asst. Professor	KAVYA H V	Asst. Professor
SUJITH C P	Asst. Professor	PRAMILA S	Asst. Professor
Department of Mathematics		Department of Computer Science	
DR. RAVI KUMAR N	Head & Asst. Professor	Y S SUMANASHREE	Head & Asst. Professor
DR. VEENA C R	Asst. Professor	MS. MAMATHA N	Asst. Professor
DR. SHILPA N	Asst. Professor	Department of Zoology	
Department of Biochemistry		DR. RAMYASHREE M	Head & Asst. Professor
DR. CHETHAN KUMAR M	Head & Asst. Professor	DR. NIJAGAL B S	Asst. Professor
DR. LATHA B V	Asst. Professor	DR. B NAVYASHREE	Asst. Professor
DR. SYEDA HAJIRA BANU	Asst. Professor	AKHILA M P	Asst. Professor
DR. SAVITHA PRASHANTH M R	Asst. Professor	Department of Botany	
DR. RASHMI R	Asst. Professor	DR. V BILIGIRI RANGA	Head & Asst. Professor
Department of Biotechnology		DR. SINDHU G M	Asst. Professor
DR. B Y SATHISH KUMAR	Head & Asst. Professor	MEGHASHREE A M	Asst. Professor
DR. N D REKHA	Asst. Professor	ABHILASHA N	Asst. Professor
DR. MALLIKARJUNA B CHOUGALA	Asst. Professor	DR. SUJATHA H S	Asst. Professor
VASANTH PATIL H B	Asst. Professor	Department of Commerce	
DR. ABHIGNAN GURUKAR M S	Asst. Professor	DR. JYOTHI V S	Head & Asst. Professor
DR. BHAVYA G	Asst. Professor	DR. DIVYA L	Asst. Professor

Department of Social Work			
DR. M P SOMASHEKAR	Head & Asst. Professor	DR. VIKRAM K V	Asst. Professor
Name & Department	Designation	Department of Computer Applications	
PROF. J A K TAREEN	Professor	DR. RAVI KUMAR V G	Head & Asst. Professor
DR. KUMUDINI ACHCHI	Asst. Professor	DR. SOUMYASRI S M	Asst. Professor
DR. SUSMITHA B	Asst. Professor	TEJASHREE S	Asst. Professor
Department of Kannada		SHRUTHI K	Asst. Professor
DR. SUDEEP B S	Head & Asst. Professor	DIVAKAR T K	Asst. Professor
DR. B. PRABHU SWAMY	Asst. Professor	SHWETHA M R	Asst. Professor
DR. SHIVAKUMAR D B	Asst. Professor	POSTGRADUATE DEPARTMENTS	
Department of English		Non-Teaching Staff	
DR. SYED HAJIRA BEGUM	Head & Asst. Professor	Name	Department
DR. SHOBHA	Asst. Professor	MALLIKARJUNASWAMY B C	Attender
DR. PRAKASH S M	Asst. Professor	LOKESHA C	Attender
		SHIVAMURTHY K P	Attender
		NINGARAJU S P	Attender

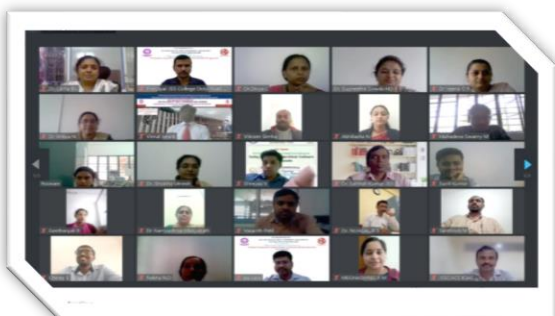
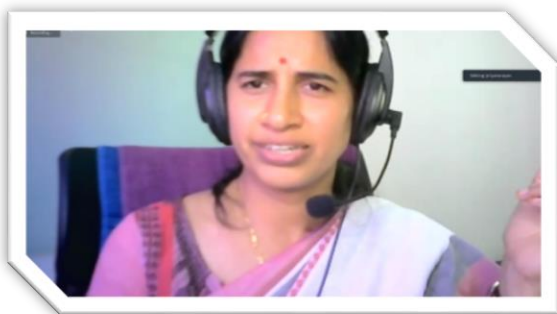
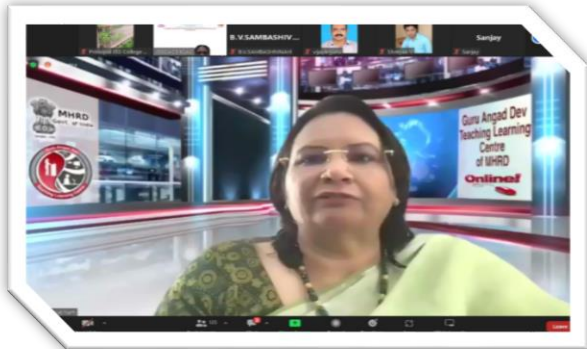
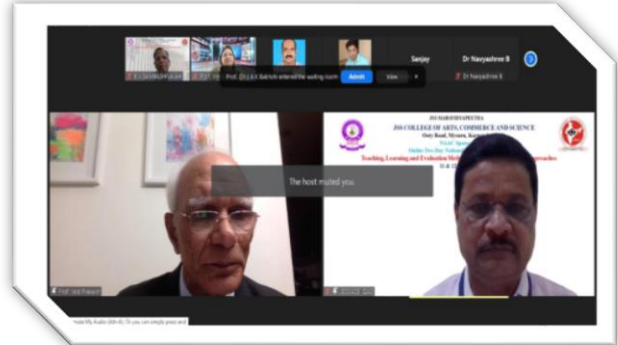
College Activities: Photographs







Online Activity: Snapshots



DIRECTORY

HOD's List with Phone Numbers & E-mail IDs

Undergraduate Departments

Sl. No.	Name	Department	Contact No.	E-Mail ID
1	Dr. N. Maheshwari	Kannada	9945604460	drmaheshwarinagarajappa@gmail.com
2	Deepa P	English	8971577159	deepaparashivappa@gmail.com
3	K Shrinidhi	Sanskrit	9611533128	ksrinidhiri@gmail.com
4	Siddagangamma M R	Hindi	7760337553	mamatha14.mr@gmail.com
5	Sujathakumari R	History	9900744383	sujathaprakash558@gmail.com
6	Mahesha P	Economics	9343837131	mahes.cp@gmail.com
7	Asha R G	Political Science	9164857373	asharg52@gmail.com
8	Triveni	Journalism	8971511887	triveni.sowju93@gmail.com
9	Sathisha K R	Geography	8722559668	satheeshkr.karklu@gmail.com
10	Vidya J S	Chemistry	9449408746	krutharthvidya@gmail.com
11	Mahadevswamy M	Mathematics	9442641944	swamyjssie@gmail-com
12	Vidyashankar	Computer Science	9986490963	vidyashankar.ms@gmail.com
13	Latha T V	Electronics	9449492828	lathatv_srinath@yahoo.com
14	Dr. S. Prathibha	Botany	9243707241	prathibhapranathi@gmail.com
16	Bhavani B	Zoology	8151861431	bhavanimysore@gmail.com
17	Uma S	Biotechnology	9738467132	umaraj77@yahoo.co.in
18	Dr. M.S. Manjunath	Biochemistry	9449080661	msmanjunath11@yahoo.co.in
19	Dr. Seema M	Microbiology	9481823003	mseema123@gmail.com
20	Shreelalitha K G	Commerce	9902432919	kgsreelalitha@gmail.com
21	Dr. Vinay Kumar L	Physics	9844583597	vinaykumarphy@gmail.com
22	Hemaraj T M	Food Processing & Engineering	9448237110	hemrajtm@gmail.com
23	Srinidhi. G. V	Software Development	9739922764	shrinidhi.gv42@gmail.com
24	Siddaraju R	Animation & Multimedia	8618725671	siddaraju.pmkk@gmail.com

Postgraduate Departments

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1	Dr. Pushpa N	Physics	9449223824	pushpagnp1975@hotmail.com
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4	Dr. B Y Sathish Kumar	Biotechnology	9242208001	bysathish@gmail.com
5	Dr. Chethan Kumar M	Biochemistry	8884345956	chethankumar.m@gmail.com
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7	Dr. M P Somashekar	Social Work	9448653897	mswsomashekar@gmail.com
8	Dr. Divya L	M.Com	9008212424	neeladivya@yahoo.com
9	Dr. Syed Hajira Begum	English	9535803738	syed_hajira@yahoo.co.in
10	Dr. Sudeep B S	Kannada	9242829947	bssudeep@rediffmail.com
11	Dr. Biligiri Ranga V	Botany	9886129969	biligiriranga234@gmail.com
12	Dr. Ramyashree M	Zoology	9620878716	m.ramyashree@gmail.com
13	Hemaraj T M	M. Voc Food Processing & Engineering	9448237110	hemrajtm@gmail.com
14	Srinidhi G V	M. Voc Software Development	9739922764	shrinidhi.gv42@gmail.com
15	Ravi Kumar V G	MCA	8123569626	vg.ravi@yahoo.com

Other Contacts

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Srinivasa	Librarian	9448938801	kuchisri@gmail.com

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JSS MAHAVIDYAPEETHA
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Recognised by UGC as "College with Potential for Excellence"

Ph: 0821-2548236 & 2548380. FAX: 0821-2548238 E-mail: jssautonomous@gmail.com Website: jsscacs.edu.in

PURCHASE POLICY

1. PURPOSE

The Purchase policy aims to provide an education and awareness by demonstrating that best value for money to the stakeholders without harming the environmental activities that are being carried out in the college campus.

The purchase policy defines that a collection of rules that control the requisition process. Purchasing policies help procurement administrators implement their procurement strategy by creating a policy structure that is aligned with the management strategic purchasing requirements. It defines the responsibilities of various buying levels and also has budgetary restrictions.

2. SCOPE

This policy applies to all employees and students of the Institution to provide an eco-friendly environment.

3. POLICY MAKING

It is the policy of the Agency to Purchase with the view of considering the following items:

- ✓ Only eco-friendly goods are allowed to purchase.
- ✓ Eco-friendly covers and trashes are permitted to use inside the campus.
- ✓ The degradable items are allowed for packing.
- ✓ The packing materials made up of plastic, Metal and Non-biodegradable substances are not allowed.
- ✓ The Organization should display the slogans like Plastic free Campus, Conserve Energy, save water, Avoid pollution, etc.
- ✓ The purchase committee should take care of purchasing the items which are not harmful to the Environment and soil health like toxic materials, chemicals, paints, solvents, acids, etc.
- ✓ Papers used in office (printing paper, writing pads, Stationary) shall be recycled papers and e-governance may be applied among the stakeholders.



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- ✓ Ensure that the warranty and guarantee periods towards the purchase items will not harm the Environment.
- ✓ Purchasing the high star rated energy equipment for saving the energy consumption are highly recommended.
- ✓ Environment friendly products and services which are authorized by the Government and other recognized authorities like Eco Logo can be used.
- ✓ It is the policy of the agency to purchase fuel efficient or eco-friendly vehicles like battery cars and bikes.
- ✓ The committee can satisfy itself that the price of the selected offer for the purchase items should be reasonable and consistent with the quality required.

4. EFFECTIVE MEASURES

- Education on the commitment to plastic-free campus to the stake holders.
- Creating awareness through seminars and workshops on the purchase of eco-friendly items.

5. PROBLEM-SOLVING

- Identify the requirement for goods and services from all stake holders.
- Identify and evaluate a list of suppliers.
- Negotiate the contracts with the selected supplier.

6. RESPONSIBILITY

The Head of the management, Department / Division Heads, Deans / Directors, Finance Officers, Senior Managers including Management Representatives are responsible for monitoring the Purchase initiatives of the college and maintain an eco-friendly campus.



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The Purchase requirements of various departments and sections of this college are being met by the purchase section.

a) Accounts Officer acting as Purchase Officer

- The Purchase Officer will make enquiries with the suppliers and other traders regarding the quality, price etc. of the items required.
- All the local purchases are arranged by the Purchase Officer.
- He will make negotiations to his level with the suppliers prior to approval of the Management.
- He will organize the purchase committee meetings.
- He will ensure the speedy arrival of the products.
- He will manage the purchase section and all other purchase activities.

b) Store Keeper

- Store is attached with the administrative office.
- All purchases are entered in the purchase register.
- He will verify all the purchased items and the items to be kept in the store will be arranged in the order.
- All the bills are to be entered in the Stock register.
- He has to place indents to the purchase officer to purchase the needed items.
- Issue of items to the faculties and other staff members as per their demand.

c) Purchase Assistant

- All the clerical works related to the local purchase and all other purchases.
- Preparation of Note files
- Maintenance of purchase registers & other records.
- Issue of purchase order.
- Verification of bills and submission of the same to Accounts department.
- Maintenance of files and register etc.



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Procedure

a) Call for quotation

Formal request sends to suppliers/ potential vendors of service providers, asking them to asking them to submit quotations or estimates for the provision of goods or services.

b) Supplier Selection

For all high value items, quotations are invited from competent suppliers. e-tender facility is used for purchases using government funds. The quotations so received will be verified and a comparative statement is prepared. This statement along with the quotations and the file is sent to the user department in order to find out whether the product conforms to specified purchase requirements. The expected time of delivery of the product will also be checked. After getting the consent of the user department, the file is placed before the purchase committee.

c) Purchase Committee

The purchase committee consists of the Principal as the Chairman and Chief Executive Officer, Accounts officer of the institution and department level concerned faculty will be part of the committee. The other purchases including management funds needs tender notice to be published in the college website. A minimum of three tenders should be there, which will be further scrutinized by the Internal purchase committee. Then the purchase order is issued to the supplier in a printed format. The terms of the supply agreed by both the parties are mentioned in the purchase order. The ability of the supplier to supply the required product in accordance with the institution's requirements will also be verified. For low value items, enquiries are made with various traders and considering the quality and the price, order is given and local purchase is made.

d) Purchase Order

For all items other than local purchase items, purchase order is issued to the supplier after considering the concerned department's suggestions. The purchase order is issued in printed format after completing all formalities such as inviting quotations in



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necessary cases, confirmation of the quality of goods, suitability in accordance with our specification.

e) Supplier Communications

For all high value purchase items, we will build a file in which communication will be made in writing with the suppliers and finally purchase order is issued in a printed format. Communications regarding local purchase are made over phone/e-mail. For all essential communications, records are made in the file. The department and the user department will ensure the adequacy of specified purchase requirements prior to the issuance of the purchase order to the supplier. The user department will make the inspection and other activities to ensure that the product ordered meets the specified purchase requirements.

f) Goods Receipt note

All the items purchased are entered in the stock register kept in the office and the entry will be recorded on the bill and goods receipt note is issued. Entries are made by the user department in their stock register also.

g) Supplier evaluation procedure and record

The performance of the supplier is assessed on the basis of the quality of the goods, time taken for the delivery of the goods etc. and grade is given to each party annually. While preparing the performance related data, the following things are considered.

- ✓ Expected date of delivery
- ✓ Actual date of delivery
- ✓ Quality of the product as certified by the user department


PRINCIPAL
J.S. College of Arts, Commerce & Science
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E-GOVERNANCE POLICY DOCUMENT

1. Administration including Complaint Management:

Objective

To streamline administrative processes and enhance complaint management through the effective implementation of e-governance.

Policy Statements:

1.1. Digital Documentation:

- All administrative processes will transit to digital documentation, reducing paper usage and enhancing efficiency.
- All official communication, circulars, and notices will be disseminated electronically.

1.2. Complaint Management System:

- A robust e-governance platform will be established for efficient handling and resolution of complaints.
- Students, faculty, and staff will have access to an online portal for submitting and tracking complaints (through e-mail).

1.3. Administrative Processes:

- Routine administrative tasks, such as leave applications, approvals, and resource bookings, will be automated.



- The e-governance system will facilitate real-time tracking and monitoring of administrative activities.

1.4. User Training and Support:

- Comprehensive training programs will be conducted for faculty and staff to ensure effective utilization of the e-governance system.
- A dedicated support system will be in place to assist users with any issues they may encounter.

2. Finance and Accounts:

Objective

To enhance financial transparency, accuracy, and efficiency through the implementation of e-governance in finance and accounts operations.

Policy Statements:

2.1. Electronic Financial Transactions:

- All financial transactions, including salary disbursement, vendor payments, and fee collections, will be conducted electronically.
- The e-governance system will integrate secure payment gateways for financial transactions.



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2.2. Budgeting and Reporting:

- Budgeting processes will be streamlined as per the need and financial planning.
- Real-time financial reports will be accessible through the e-governance portal, ensuring transparency.

2.3. Audit Trail and Compliance:

- The e-governance system will maintain an audit trail for all financial transactions.
- Compliance with regulatory standards will be closely monitored through the system.

2.4. Digital Invoicing and Receipts:

- Invoices and receipts will be generated digitally, reducing manual paperwork.
- E-receipts will be issued for financial transactions within the college.

3. Student Admission and Support:

Objective

To simplify and expedite the student admission process and provide effective support services through e-governance.



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Policy Statements:

3.1. Online Admission Portal:

- An online admission portal is implemented for seamless and paperless admission processes.
- Students can submit applications and make online payments.

3.2. Student Support Services:

- E-governance will facilitate online student support services, including academic counselling, career guidance, and grievance redressal.
- Digital platforms will be established for students to access academic resources and support materials.

3.3. Automated Student Records:

- Student records, including attendance, grades, and academic progress, will be maintained digitally.
- Students can access and monitor their academic records through secure online portals.

4. Examinations:

Objective

To modernize and streamline examination processes, ensuring accuracy and integrity through e-governance.



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Policy Statements:

4.1. Online Examination Management:

- The entire examination process, from scheduling to result declaration, will be managed through an online examination management system.
- Students can register for exams, receive admit cards, and view results online.

4.2. Secure Online Internal Assessment:

- E-governance will ensure secure online internal assessment mechanisms
- The system will facilitate automated grading, reducing manual efforts and errors.

4.3. Transparency in Evaluation:

- The e-governance platform will provide students with transparent access to examination results and answer scripts.
- Grievance redressal for exam-related concerns will be streamlined through online processes.

Implementation and Oversight:

- The implementation of e-governance across these operational areas will be overseen by a dedicated E-Governance Committee.
- Regular assessments and audits will be conducted to ensure the effectiveness and security of the e-governance systems.



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Review and Enhancement:

- The E-Governance Policy will be subject to periodic reviews to incorporate technological advancements and address emerging needs.
- Feedback mechanisms will be established to gather inputs from stakeholders for continuous improvement.

Approval:

- This policy is reviewed and approved by the College Governing Body.


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