



SELF STUDY REPORT

FOR

4th CYCLE OF ACCREDITATION

**K. L. E. SOCIETY'S GUDLEPPA HALLIKERI ARTS,
SCIENCE AND COMMERCE COLLEGE**

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Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

K.L.E. Society's Gudleppa Hallikeri Arts, Science and Commerce College, Haveri established in the year 1963, as an educational initiative by the seven dedicated teachers for the purpose of imparting higher education in the northern part of Karnataka. The College is run under the management of K.L.E. Society, a world wide, with the special focus on Education. The College started as BA, B.Sc. in the year 1963, B.Com-1977, BCA-2007 and M.Com-2008. The College was inaugurated by His Excellency Honorable Shri Jayachamarajendra Wadiyar, Governor - Government of Mysore.

The College is recognized under Section 2(f) and 12 (B) of the UGC Act.

The College aims at a holistic and integral formation of its students, fostering them a spirit of academic excellence, social commitment and character building, moulding them to become "good citizens". The College imparts quality education to all the students irrespective of caste, creed, sex and color.

KLE Society's G.H. College is affiliated to Karnatak University, Dharwad. It offers 3 years B.A., B.Com., B.Sc. and B.C.A. Degree Programs and 2 years post Graduate M.Com. Program.

The College from the inception has striven to be a state of the art in providing quality education for the learners. The thrust has been on the pursuit of multi-dimensional educational excellence. Currently the College is accredited by NAAC with 'A' Grade with 3.23 C.G.P.A. in 3rd cycle in 2016. The College has been responsive to the significant changes & developments in the field of higher education.

The accreditation process by NAAC and the participation in AISHE have brought a transformative experience. It enabled the College to reflect on and re-align its strategies & practices in keeping with the changing scenario. It helped the college to identify its strengths, weaknesses and work on the areas of concern, clarifying its vision for the future. The entire process of assessment, accreditation & the process of quality assurance has a positive impact which has helped the institution to grow & develop.

Vision

To become a source of enlightenment and empowerment for the seekers of knowledge

Mission

To motivate the students to be socially responsible, productive and useful citizens of the global world

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- A **pioneer** institution for rural part of education in North Karnataka and the first affiliated degree college in the city of Haveri.
- **Proactive** management with a progressive vision.
- **Management** is dynamic, supportive and participative.
- Strategically located **Well-equipped** Language Lab, Commerce Lab and Computer Laboratories.
- **Transparency** in staff recruitment based purely on merit.
- **ICT** enabled class rooms.
- **e-Library** with CDs, for students & staff.
- **Facilities** for indoor games, outdoor games, swimming pool and Gym.
- **Fee instalments** for the needy and deserving students.
- College **Canteen** with hygienic food at reasonable price.
- **Productive extension activities** acknowledged at regional and state levels.
- **Dynamic student community** with high potential for self- empowerment.
- Highly committed and supportive **PTA & Alumnae**.
- Implemented new **programmes** catering to current requirements of society and industry.
- Excellent **student support** system.
- **Plethora of opportunities** in curricular/ co- curricular activities and sports.
- Implementation of **e-governance** in the areas of Planning, Examination, Students admission, Finance &Accounts and Administration, etc.
- Well qualified competent and experienced **teachers**.
- e-governance is intensified by providing **ERP**.

Institutional Weakness

- Less job opportunity and less Industrial **job vacancies**.
- Consultancy and industry **linkage** needs to be strengthened.
- Applied **Research** has to be strengthened.
- **Lack** of national and international students and faculty.
- Industrial **internships** have to be strengthened.
- **Restricted** Autonomy imposes a threat to offer new programmes with employability.
- **Less** opportunity and **scope** to Government funded projects.

Institutional Opportunity

- Ample scope for providing **consultancy** services.
- Industry oriented **courses** can be designed to ensure employability.
- A number of **Start ups** can be optimised.
- Provide **Technical Expertise** for Students to emerge as Successful Entrepreneurs.
- **Strategic Location** enhances the opportunities for employment.

Institutional Challenge

- **Resource mobilisation** from agencies apart from Government and UGC.
- **Attracting** international /national faculty and students.
- **Conventional Programmes** in the aided stream minimizes employment opportunities.

- **Restrictions** in introducing new Skill Based Programmes affects employability.
- Limited freedom to exercise powers of **Autonomy**.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

The College is affiliated to Karnatak University, Dharwad and follows the curricula prescribed by the university.

The College is offering 09 UG and 01 P.G. Programs. It follows CBCS

Many of the senior faculty members contribute in Design and Development of University curriculum as Members of Board of Studies (BOS), parent University and some are B.O.S. members of autonomous colleges. Three of the faculty members are on Board of Studies in Physics, Botany and Kannada, one of the senior faculty is the member of State NEP.

Faculty Members hold positions and are represented as Members in parent university examination Squad, Subject experts, syllabus framing, question Paper settings, examiners, modulators. Apart from these they have acted as question paper setters and evaluators in KPSC examinations. These members play a vital role in curriculum design and update through interactions and suggestions received through various meetings at different levels. Certificate courses are introduced on need basis.

Regular feedback on curriculum is collected from different stakeholders. It is analyzed and the same is shared with B.O.S. for necessary action and at college level by introducing Certificate courses. Number of staff has participated in workshops on Revised Syllabus.

The effective curriculum delivery is done through proper planning, designing of plan of action and implemented with the usage of ICT and resources available in the College.

Teaching-learning and Evaluation

The College believes that the core process of an educational institution is the teaching, learning and Evaluation trio. The College gives its utmost importance to this. The focus is on learner centric approach, based of continuous internal assessment. A multi dimensional approach is used to assess the academic performance of the students.

Admission Process & Student Profile:

A transparent admission procedure is ensured following government norms by notifying admission process. Merit cum reservation policy is followed in the admission process.

Well defined procedures and systems are followed by the faculty for identifying slow learners and advanced learners & their needs are catered as per the requirements.

The Education of Slow learners is facilitated through bridge course and remedial classes. The bridge courses

are conducted for the students for 2 weeks before the commencement of the new semester. The Remedial Classes are offered in core subjects before the semester end-examination. Schedule is planned and notified to the students regarding the details of Continuous Internal Assessment before the commencement of each academic year. This enables the students to be oriented and well prepared for home assignments, tests and examinations.

Advanced learners are encouraged to participate in workshops, seminars and competitions organised by various institutions and publish papers. They are encouraged for peer teaching and skill enhancement activities.

Teacher-Student and Mentor-Mentee ratio is ideal. Mentors are actively engaged in providing academic, psychological and moral support to the mentees.

The College has adopted a robust and transparent system to ensure effective evaluation. A combination of tests, projects and presentations is used. The college adopts various measures to ensure that the examination related grievances are solved in efficient and time bound manner.

The College has adopted Out come Based Education. The Programme out comes (POS) and Course Outcomes (COS) are displayed on the college website and notice boards. The College has a mechanism for mapping PO-CO on the basis of exit survey. Teaching Learning process includes chalk and talk, participative, experiential methods.

IQAC. has taken initiative to enhance the optimal utilization of ICT enabled teaching to maximize the use of LMS. Some of the faculty members have completed MOOC and other courses on the SWAYAM and NPTEL Platform.

Feedback mechanism to evaluate the teaching, learning process is in place. Performance is evaluated based on Internal Assessment and final examination. The institution ensured transparency in the examination process.

Research, Innovations and Extension

The College in its institutional budget makes provision for research and development. Seed money is provided for faculty engaged in research. **Srujana-Research Cell** is constituted to facilitate research activities, which promotes ethical practice in research.

The College has 10 Functional MOUs and 04 Collaborative activities with other institutions.

The College organises IPR and EDP to promote research, innovation and entrepreneurship. A number of major and minor research projects have been carried out by the faculty under UGC & VGST. The faculty have published their research papers in Scopus index, UGC-core journals, peer reviewed and proceedings with ISSN and ISBN. Some have edited books which include Affiliating University text books also.

The College is in forefront in organizing National, State Level Conference, Workshops and Seminars on Research Methodology, IPR and other relevant fields in collaboration with UGC, NAAC, NHRC, MGNCRE-MOE-GOI,

Extension is the Core area of the College and it is in accordance with the vision and mission of the college. The entire activities circumscribe on environment protection, conservation and sustainable community awareness

programme, holistic development value based education, gender equity, health and hygiene, skill development, social service, career guidance, preservation of art, culture and ethics and values. These activities are carried out under ISR-NSS, NCC,UBA under MHRD, YRCW, Scouts & Guides, Red Ribbon and Eco Club.

The institution has been recognized at various fronts for its entire activities by different bodies NGO and has also won Best NSS Unit by affiliated University Karnataka University, Dharwad and NSS Officer has won BEST NSS Pawate Award.

Infrastructure and Learning Resources

The lush green campus is spread over 29 acres areas of land with multi dimensional building structure. There are 09 blocks which includes main building, Commerce block, Library, Ladies Hostel, Gymkhana, Indoor stadium, Swimming Pool, Auditorium, canteen etc.

College is having 26 well maintained Ventilated classrooms 07 well equipped laboratories 19 ICT enabled classrooms including, seminar halls 02. The College library is well stocked with 64,765 books.

Student Support and Progression

The College has well organised Student services apart from faculty support. The Institute creates awareness and provides support to eligible students for applying and availing various Government and Non Government Scholarships 65% of students avail Scholarships.

The Institution ensures that capacity building and skill enhancement initiatives are taken for the benefit of students Professional development courses, personality development programs, motivational lectures, workshops are organised regularly to develop soft skills, communication skills and computing skills of the students. Yoga classes, lecture on human rights, health and hygiene, values and ethics, Great personalities are organised by experts to instill life skills. Career Guidance and Counselling Cell organises workshops, Guest lecturers to provide career guidance and to help them reach their goal. Coaching classes for competitive exams are conducted to provide an impetus to student progression. A good number of students progressions to higher education have a proven record of their placement in various fields and success in Life. Many are serving in industry and some are successful entrepreneurs and C.As.

Holistic development of the students is our mission. The students are encouraged, motivated to actively participate in various cultural and sports activities at different levels. They have brought laurels to the College by winning many prizes. Student council works through various academic and beyond curriculum. They act as the linkage between students and administration. It encourages the students for the overall development of their personality, team building and leadership qualities.

The institution has a pro active Anti-Ragging Committee, Anti – Sexual Harassment Committee and an effective Grievance Redressal Cell to ensure safe, secure and stress free campus life for the students.

The alumni association is a registered body and is actively working by providing financial and non financial services for the welfare of the institution.

The College publishes a magazine “ Anveshane“ to highlight academic achievement of college,

motivate, encourage staff and students to publish articles.

The College has outstanding performance in extension, outreach activities, Cultural performance at different levels have shown exemplary performance by winning name and fame. NSS unit has own "The Best NSS unit" and the NSS officer has been honoured with "D.C. Pawate Award by the Affiliating University." 02 students have won Rajya Puraskar Award by Scouts and Guides, Bangalore. Social and Cultural department, Karnataka Government have appreciated and invited our team to perform the Cultural Events in Yuva Sourabha. One of our Students have won first place in Zonal Level declamatory speech competition and consolation in State Level competition held at Bangalore.

Our performance in sports is peaking with participation of students at University, State and National Level 52 students are University blues.

The Solar energy, Rain water harvesting unit, Medicinal, botanical and ornamental gardens, Vermicompost unit, biogas add eco-friendly atmosphere in the campus.

Governance, Leadership and Management

The Vision and Mission of the college is the guiding principle for the governance and the management of the college with the core aim of holistic development and empowerment of the youths, the institution focuses on imparting value oriented, skill based and quality education. The management follows a decentralized and participative model of governance. The College has developed a perspective plan in with the management, all stakeholders, and the same is displayed on the college website.

With the K.L.E. Society, Belagavi, at the top, followed by Office Bearers, Board of Management, Life Members, Local Governing Body, Principal & I.Q.A.C., the governance is totally decentralized. IQAC plays a pivotal role in planning and executing through proper established systems and procedures through constant meetings and collecting and analyzing feedback by all stakeholders. The action taken report system is maintained and documented by IQAC for improvisation in all aspects of institutional operations and procedures. IQAC, the nodal agency for institutionalizing the quality assurance strategy conducts internal and external AAA. Regular IQAC meetings are held and documented.

Annual action plan is prepared well in advance and action taken Report is prepared at the end of the each meeting. AQAR is prepared and submitted to NAAC on time.

There is a well – developed, transparent and efficient M.I.S. The institution has evolved effective welfare measures for teaching and non teaching staff. The college follows the performance based Assessment score (PBAS) for the faculty based upon UGC norms and performance appraisal for non teaching staff based on confidential reports.

The College has policies and procedures for mobilizing resources from different funding agencies i.e. Government, NGOs and voluntary organizations, individuals and agencies.

Institutional Values and Best Practices

- More than 60% of students belong to SC / ST / OBC / Minority category.

- Security is provided to all stake holders by installing C.C. TVs and compound wall to the whole campus.
- Research work of many staff has led to novel findings in areas of humanities, commerce and social sciences.
- Steps are taken to save energy by using LED Bulbs, CFL and Fluorescent tubes.
- Solar panels are installed as a source of renewable energy.
- For 'Carbon Neutrality', efforts are made by practicing the usage of printed one side blank pages for printing, zero waste, tree plantation and plastic free campus.
- Most of the biodegradable waste is Recycled in 'Vermicompost unit'.
- Use of renewable energy resources coupled with LED has minimized the power requirement. Sufficient budgetary provisions are made for green initiatives and waste management.
- The spirit of national integrity is instilled in the youths by celebrating national festivals, socially and culturally relevant events, birthdays and anniversaries of noble Indians.

College makes optimal utilization of the physical infrastructure to carryout different social needs as community welfare programs for the benefit of social development.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	K. L. E. SOCIETY'S GUDLEPPA HALLIKERI ARTS, SCIENCE AND COMMERCE COLLEGE
Address	Ijari Lakamapur P B Road Haveri
City	Haveri
State	Karnataka
Pin	581110
Website	www.kleghcollege.com

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Sandhya R Kulkarni	08375-232475	9886036910	08375-236824	principalghc@gmail.com
IQAC / CIQA coordinator	L C Kulkarni	08375-8660773300	8762808992	08375-	lkulkarni92@gmail.com

Status of the Institution	
Institution Status	Private , Grant-in-aid and Self Financing

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
Date of establishment of the college	01-07-1963

University to which the college is affiliated/ or which governs the college (if it is a constituent college)

State	University name	Document
Karnataka	Karnataka University	View Document

Details of UGC recognition

Under Section	Date	View Document
2f of UGC	04-01-1999	View Document
12B of UGC	30-12-2008	View Document

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Details of autonomy

Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No
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Recognitions

Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Ijari Lakamapur P B Road Haveri	Semi-urban	29	14622.16

2.2 ACADEMIC INFORMATION

NAAC

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BSc,Physics Chemistry Mathematics	36	PUC	English	111	110
UG	BSc,Chemistry Botany Zoology	36	PUC	English	111	95
UG	BCom,Commerce	36	PUC	English	221	187
UG	BA,History Geography English	36	PUC	English,Kannada	48	20
UG	BA,Geography Political Science Economics	36	PUC	English,Kannada	48	43
UG	BA,History Sociology Kannada	36	PUC	English,Kannada	48	26
UG	BA,History Economics English	36	PUC	English,Kannada	48	4
UG	BA,Kannada Sociology Political Science	36	PUC	English,Kannada	48	6
UG	BCA,Computer Application	36	PUC	English	120	52
PG	MCom,Commerce	24	B.COM	English	40	33

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				11				46			
Recruited	0	0	0	0	9	2	0	11	12	10	0	22
Yet to Recruit	0				0				24			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				37			
Recruited	0	0	0	0	0	0	0	0	15	22	0	37
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				33
Recruited	4	1	0	5
Yet to Recruit				28
Sanctioned by the Management/Society or Other Authorized Bodies				28
Recruited	27	1	0	28
Yet to Recruit				0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				1
Recruited	1	0	0	1
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	9	2	0	5	6	0	22
M.Phil.	0	0	0	0	0	0	3	1	0	4
PG	0	0	0	0	0	0	22	22	0	44
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties					
Number of Visiting/Guest Faculty engaged with the college?	Male		Female		Total
	0	0	0	0	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	744	0	0	0	744
	Female	923	0	0	0	923
	Others	0	0	0	0	0
PG	Male	11	0	0	0	11
	Female	51	0	0	0	51
	Others	0	0	0	0	0
Certificate / Awareness	Male	160	0	0	0	160
	Female	373	0	0	0	373
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	47	79	83	61
	Female	44	61	62	68
	Others	0	0	0	0
ST	Male	26	42	45	41
	Female	36	53	61	63
	Others	0	0	0	0
OBC	Male	361	406	446	570
	Female	535	627	655	755
	Others	0	0	0	0
General	Male	93	116	167	93
	Female	131	124	173	137
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		1273	1508	1692	1788

Institutional preparedness for NEP

<p>1. Multidisciplinary/interdisciplinary:</p>	<p>The institution aims to become multidisciplinary institution. It aims to have 3,000 or more students. It strives to ensure quality teaching, research, and community engagement. The institution aims to develop all capacities of human beings i.e. intellectual, aesthetic, social, physical, emotional and moral in an integral manner. More flexibility will be given to the students to have multidisciplinary approach by introducing arts, humanities and science subjects. Departments in Languages, Literature, Music, Art, Dance, Theatre, Pure and Applied Sciences, Sports, Translation and Interpretation, etc. will be established and strengthened.</p>
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<p>2. Academic bank of credits (ABC):</p>	<p>An Academic Bank of Credit (ABC) shall be established which would digitally store the academic credits so that the degrees from an HEI can be awarded taking into account credits earned. The 4-year multidisciplinary Bachelor's programme, however, shall be the preferred option which will aim to attain the highest global standards in quality education. institution will integrate its academic plans ranging from curricular improvement to quality of classroom transaction - into its larger Institutional Development Plan (IDP).</p>
<p>3. Skill development:</p>	<p>High-quality support centres and professional academic and career counselling will be made available to all students. Importance will be given to soft skills and life skills which will mould their personality. • Norms, standards, and guidelines for systemic development, regulation, and accreditation of ODL will be prepared, and a framework for quality of ODL that will be recommendatory for all HEIs will be developed. • All programmes, courses, curricula, and pedagogy across subjects, including those in-class, online, and in ODL modes as well as student support will aim to achieve global standards of quality. Steps to be taken by all HEIs (a) Mitigate opportunity costs and fees for pursuing higher education (b) Provide more financial assistance and scholarships (c) Conduct outreach on higher education opportunities and scholarships (d) Make admissions processes more inclusive (e) Make curriculum more inclusive (f) Increase employability potential of higher education programmes (g) Develop more degree courses taught in Indian languages and bilingually (h) Ensure all buildings and facilities are wheelchair-accessible and disabled-friendly (i) Develop bridge courses for students that come from disadvantaged educational backgrounds (j) Provide socio-emotional and academic support and mentoring (k) Ensure sensitization of faculty, counsellor, and students on gender-identity issue and its inclusion in all aspects of the HEI, including curricula (l) Strictly enforce all no-discrimination and anti-harassment rules (m) Develop Institutional Development Plans that contain specific plans for action on increasing participation from SEDGs.</p>
<p>4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):</p>	<p>A number of initiatives to foster languages, arts, and culture will be taken up by the institution. Greater emphasis on music, arts, and crafts; early</p>

	<p>implementation of the three-language formula to promote multilingualism; teaching in the local language wherever possible; conducting more experiential language learning; the hiring of outstanding local artists, writers, crafts persons, and other experts as master instructors; accurate inclusion of traditional Indian knowledge including tribal and other local knowledge throughout into the curriculum, across humanities, sciences, arts, crafts, and sports etc. Will be look after. Programmes in Indian languages, comparative literature, creative writing, arts, music, philosophy, etc. will be launched and developed. High-quality programmes and degrees in Translation and Interpretation, Art and Museum Administration, Archaeology, Graphic Design, and Web Design within the higher education system will also be created. Touring by HEI students to different parts of the country, which will not only give a boost to tourism but will also lead to an understanding and appreciation of diversity, culture, traditions and knowledge of different parts of India will be encouraged.</p>
<p>5. Focus on Outcome based education (OBE):</p>	<p>The institution will clearly define CO, PO and PSO. The students will be trained to –</p> <ul style="list-style-type: none"> • Apply the knowledge and skills. • Understand the value base of the profession and its ethical standards and principles, • Practice accordingly; • Apply critical thinking within the contest of social work practice • Use theoretical frameworks supported by empirical evidence to understand individual development and behaviors across the life span.
<p>6. Distance education/online education:</p>	<p>Measures such as online courses and digital repositories, funding for research, improved student services, credit-based recognition of MOOCs, etc., will be taken to ensure it is at par with the highest quality in-class programmes. A dedicated unit for the purpose of orchestrating the building of digital infrastructure, digital content and capacity building will be created to look after the e-education needs of the learners.</p>

Extended Profile

1 Program

1.1

Number of courses offered by the Institution across all programs during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
296	296	296	296	296
File Description		Document		
Institutional data prescribed format		View Document		

1.2

Number of programs offered year-wise for last five years

2020-21	2019-20	2018-19	2017-18	2016-17
10	10	10	10	10

2 Students

2.1

Number of students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
1729	1788	1692	1508	1273
File Description		Document		
Institutional data in prescribed format		View Document		

2.2

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
296	342	344	324	258

File Description	Document
Institutional data in prescribed format	View Document

2.3

Number of outgoing / final year students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
573	552	457	422	398

File Description	Document
Institutional data in prescribed format	View Document

3 Teachers

3.1

Number of full time teachers year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
70	70	66	63	55

File Description	Document
Institutional data in prescribed format	View Document

3.2

Number of sanctioned posts year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
70	70	66	63	55

File Description	Document
Institutional data in prescribed format	View Document

4 Institution

4.1

Total number of classrooms and seminar halls

Response: 27

4.2

Total Expenditure excluding salary year-wise during last five years (INR in Lakhs)

2020-21	2019-20	2018-19	2017-18	2016-17
1131.8	1069.8	1243.5	1476.1	1194.8

4.3

Number of Computers

Response: 106

NAAC

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1 The Institution ensures effective curriculum delivery through a well planned and documented process

Response:

The College has developed a well-structured mechanism for the effective delivery of the curriculum. At the beginning of the academic year, faculty meetings at the department level and at the College level are convened to discuss the organisation of academic programmes. The following steps are initiated in this regard.

- Preparation of the academic calendar: The academic calendar is prepared on the basis of the schedule provided by the University. The academic calendar is prepared by the IQAC and finalised by the College Council (Staff Council). The same is published in the College calendar and the handbook and made available to the faculty and students.
- Academic calendar is prepared to fulfill the objectives of the curriculum delivery.
- At all the programmes POs, PSOs and COs are well defined.
- In accordance with the calendar of Events of the institution, each department prepares its own Calendar of Events highlighting the schedule of important activities and displays it on the notice board for the students.
- The Time Table Committee constituted by the Head of the Institution, prepares and finalizes the Master time table for the entire Institution and circulate to all the departments.
- Each department prepares its departmental and individual faculty wise time table, on par with the Master time table of the Institution.
- Head of the Department allots the syllabi amongst the faculty of the department. The faculty prepares the teaching plan of their allotted syllabi which is countersigned by the respective Head of the Department.
- Faculty make use of Chalk and Talk method along with ICT for effective curriculum delivery.
- The Institution facilitates the faculty to conduct and participate in various Faculty Development Programmes, Workshops, Training to update the knowledge, teaching skill and proficiency.
- To escalate experiential learning, Study Tours, Industrial and Field visits are organised for the students on par with prescribed syllabus. Further special guest lectures are organized on advanced topics by various departments inviting Experts and Scholars from Prime Institutions.
- The curriculum delivery is monitored at the departmental level meetings, IQAC and also at the Staff meetings. It is a periodic exercise to analyse the extent to which classes were engaged, syllabi were completed and evaluations were made. At the department level meeting, the faculty identifies areas and topics where special classes and remedial sessions are to be arranged.
- The periodic tutorial / class test / examination are conducted by the faculty to assess the level of understanding and learning.
- Teacher's diary is another instrument for administering, monitoring and documentation of curriculum delivery. The diary can be used as a personal academic register for the faculty members to record the engagement of classes, participation in all academic, examination and research activities, and also co-curricular engagements, extension and consultancy.

- Feedback on effective delivery of curriculum and syllabus by the faculty is taken from the students.
- Appropriate measures are initiated based on the analysis of the feedback.

File Description	Document
Upload Additional information	View Document

1.1.2 The institution adheres to the academic calendar including for the conduct of CIE

Response:

The Institution prepares its own Calendar of Events based on the Calendar of Events provided by the Parent University to plan and execute all the programs, activities in respect of Academic events given and suggested by Parent University, Co-Curricular, Extra Curricular activities designed and formulated by the institution and adheres strictly for the holistic development of the students in all possible fields.

University calendar of events

The Institution assesses the Calendar of Events provided by the Parent University at the commencement of each Academic Year, and incorporates the following events and activities in the Calendar of Events of the Institution and adheres strictly.

- Commencement of each Semester in an Academic Year
- Admission Process
 - Commencement date of admission
 - Remittance of Admission fees
 - Preparation of Admission list as per guidelines from Parent University, Gender wise, Category Wise, Income Wise, Programme wise
 - Submission and Approval of Admission list
 - Allotment of Register Numbers to admitted students
- Commencement of Classes-Theory and Practicals
- Conduct of IA test both in theory and practicals as per the schedule
- Evaluation of IA answer scripts and display of IA marks on the notice board
- Submission of IA marks to the examination portal
- Remittance of Examination fees
- Submission of Examination forms
- Distribution of Hall tickets
- Conduct of Semester End Examination
- Commencement of Evaluation Process
- Last working day of each semester

Institutional calendar of events

Keeping in view the Calendar of Events provided by the Parent University, the holistic development of the students, vision, mission and goal of the institution, a Calendar of Events is prepared for each Academic Year and implemented rigorously which includes the following:

- IQAC Meetings, Initiatives and reviews
- Stock Verification
- Time Table
- Inaugural Function-Commencement of forum/union activities
- Orientation/ Induction Program
- Mentors Mentee Meet
- Analysis of Previous year results
- Schedule for workshops/Conferences/Seminars
- Conduct of First IA and Second IA Test-Theory and Practicals
- Display of Marks
- Verification of Evaluated IA answer scripts for the students
- Associations/Clubs/Cells/Units Activities
- Study Tours/Field Visits/Industrial Visit
- Extension Activities.
- Outreach Programmes
- Annual Sports Meet
- Celebration of Commemorate days/National festivals
- Campus/Placement drive
- Parents Teachers Meet
- Alumni meet
- Faculty Feedback
- Institutional Appraisal Report by Students and Teachers
- Annual Day/ Valedictory
- Farewell for final year students

Departmental Calendar of Events

Based on institutional calendar of Events, each department/cell prepares its own calendar of ,events focusing on the following activities, advanced research, developments in the subject, the competency, skills to be inculcated by the students, to meet challenges of the present era and to achieve the goals.

- Design and formulation of certificate courses
- Establishment of MOU's, Collaborations
- Departmental Time Table
- Individual Time Table
- Analysis of Results
- Talent Search Test
- Remedial Classes
- Departmental Meetings
- Teaching Plan
- Seminars, Workshops, Guest Lectures
- Extension/ Outreach/ Study Tours/ Field Visits/ Industrial Visits/ Surveys
- Classroom Seminars/ Essay/Quiz/Debate Competition/ Group discussion

- Assignment/Projects
- Display of IA marks
- Verification of Evaluated IA answer scripts

In order to ensure the continuous internal evaluation the institution meticulously adheres to the well defined calendar of events.

File Description	Document
Upload Additional information	View Document
Link for Additional information	View Document

1.1.3 Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the last five years

1. Academic council/BoS of Affiliating university
2. Setting of question papers for UG/PG programs
3. Design and Development of Curriculum for Add on/ certificate/ Diploma Courses
4. Assessment /evaluation process of the affiliating University

Response: B. Any 3 of the above

File Description	Document
Institutional data in prescribed format	View Document
Details of participation of teachers in various bodies/activities provided as a response to the metric	View Document
Any additional information	View Document
Link for Additional information	View Document

1.2 Academic Flexibility

1.2.1 Percentage of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

Response: 100

1.2.1.1 Number of Programmes in which CBCS / Elective course system implemented.

Response: 10

File Description	Document
Minutes of relevant Academic Council/ BOS meetings	View Document
Institutional data in prescribed format	View Document
Any additional information	View Document
Link for Additional information	View Document

1.2.2 Number of Add on /Certificate programs offered during the last five years

Response: 56

1.2.2.1 How many Add on /Certificate programs are offered within the last 5 years.

2020-21	2019-20	2018-19	2017-18	2016-17
16	17	7	8	8

File Description	Document
List of Add on /Certificate programs	View Document
Brochure or any other document relating to Add on /Certificate programs	View Document
Any additional information	View Document
Link for Additional information	View Document

1.2.3 Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years

Response: 20.36

1.2.3.1 Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
510	544	192	200	220

File Description	Document
Details of the students enrolled in Subjects related to certificate/Add-on programs	View Document
Any additional information	View Document

1.3 Curriculum Enrichment

1.3.1 Institution integrates crosscutting issues relevant to Professional Ethics ,Gender, Human Values ,Environment and Sustainability into the Curriculum

Response:

The institution integrates cross cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and sustainability into the curriculum in various forms.

- The Institution meticulously/effectively delivers the following courses prescribed by the Parent University as compulsory courses for all the UG/PG Programmes.
 - Indian Constitution
 - Environmental Science
 - Personality development and communication skills
 - Computer application
 - Organizational Behavior
 - Strategic Human Resource Management
- In addition to the courses offered as per the curriculum of the Parent university, the Institution offers Value Added, Certificate, Add-on Courses to develop updated knowledge and skills to gain the competency to integrate crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability
- The various Departments, Cells, Clubs and Units of the Institution organize various activities and programs related to the above said Crosscutting Issues.

Professional ethics:

The career guidance and placement cell, Department of English, Hindi, Physics, Commerce, Sociology, BCA, Cells, Units and Clubs take utmost care to organize the following activities/programs for professional capacity building among the stakeholders.

- Spoken English
- Coaching for all Competitive Exams
- Coaching for Campus Recruitment
- Basic instruments and devices
- Computer Application In Business
- certificate course in Translation
- Beautician Course

- Certificate Course in Yoga
- Global Digital Marketing
- Solo Learning
 - PHD
 - Python
 - RUBY
 - HTML
 - C++
 - JQUERY
- C-Programming
- Google Analytics
- GOVI Robotic Process Automation
- GUVI PYGAME
- GUVI Phition
- Vedic Mathematics

Gender:

To integrate Crosscutting issues relevant to gender the following activities/programs are organised by Women Empowerment Cell, Youth Red Cross, Red Ribbon Club, Gymkhana, College Forum etc.

- Legal Awareness programme
- Health and hygienic awareness
- Workshop on domestic violence
- Gymkhana Events
- Cultural Events
- Gender Audit

Human Values:

To integrate Crosscutting issues relevant to Human Values the following activities/programs are organised by Youth Red Cross, NCC, NSS, Scouts and Guides, Gymkhana, Sociology etc.

- Blood donation camp
- Mask making and distribution camp
- Flood relief Campaign
- Vaccination drive
- Free health check up camp
- Yoga Challenge
- Save Girl Child
- Voter's day

Environment and Sustainability

To integrate Crosscutting issues relevant to Environment and Sustainability the following activities/programs are organised by Eco Club, Department of Botany, Chemistry, Zoology, Economics, NSS, NCC etc.

- Special guest lectures,
- Plantation,
- Bombing of Seed Ball,
- Green Audit
- World Environment Day
- Swachch Bharat Abhiyan
- Vermicompost
- Landscapping
- Water abd Soil testing

File Description	Document
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View Document
Any additional information	View Document

1.3.2 Average percentage of courses that include experiential learning through project work/field work/internship during last five years

Response: 2.03

1.3.2.1 Number of courses that include experiential learning through project work/field work/internship year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
6	6	6	6	6

File Description	Document
Programme / Curriculum/ Syllabus of the courses	View Document
MoU's with relevant organizations for these courses, if any Average percentage of courses that include experiential learning through project work/field work/internship	View Document
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View Document

1.3.3 Percentage of students undertaking project work/field work/ internships (Data for the latest

completed academic year	
Response: 28.86	
1.3.3.1 Number of students undertaking project work/field work / internships	
Response: 499	
File Description	Document
List of programmes and number of students undertaking project work/field work/ /internships	View Document
Any additional information	View Document

1.4 Feedback System

1.4.1 Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders 1) Students 2)Teachers 3)Employers 4)Alumni	
Response: A. All of the above	
File Description	Document
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View Document
URL for stakeholder feedback report	View Document

1.4.2 Feedback process of the Institution may be classified as follows: Options:	
<ol style="list-style-type: none"> 1. Feedback collected, analysed and action taken and feedback available on website 2. Feedback collected, analysed and action has been taken 3. Feedback collected and analysed 4. Feedback collected 5. Feedback not collected 	
Response: A. Feedback collected, analysed and action taken and feedback available on website	
File Description	Document
Upload any additional information	View Document
URL for feedback report	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average Enrolment percentage (Average of last five years)

Response: 79.45

2.1.1.1 Number of students admitted year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
592	684	687	648	518

2.1.1.2 Number of sanctioned seats year wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
843	842	802	772	680

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document

2.1.2 Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (exclusive of supernumerary seats)

Response: 86.71

2.1.2.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
223	338	307	285	212

File Description	Document
Average percentage of seats filled against seats reserved	View Document
Any additional information	View Document

2.2 Catering to Student Diversity

2.2.1 The institution assesses the learning levels of the students and organises special Programmes for advanced learners and slow learners

Response:

The institution assesses the learning levels of the students on knowledge base and the comprehensive ability through different process after the completion of admission to UG and PG. At entry level it is based on the performance of the students PUC 2nd Year Marks, Induction program & TST (Talent Search Test). Subsequently in the next semesters, students are assessed on the basis of previous semester end examinations. On the basis of the merit and the understanding skills, students are classified as advanced learners and slow learners. Those who score above 80% are identified as advanced learners and below 60% as slow learners & 60% to 80% as mediocre.

Strategy for advanced learners:

Advanced learners are facilitated to participate in the various programs at different levels (Regional, State, National & International) such as symposia, seminars, conference, workshops, poster presentation, quiz, essay, debate, Training programs for gaining advanced technical know-how, Competitive Examinations etc. They are trained to prepare the working models and to demonstrate them in exhibitions for stake holders. They are encouraged to participate in group discussion, class seminars, guest lecturers on advanced topics and to undertake peer teaching. Latest reference books, journals, e-resources, surfing facilities are provided. They are encouraged to enroll for Add-on and Certificate courses organized by the institutions, Swayam and MOOC. Toppers are honored & awarded with prizes and scholarships.

Strategy for slow learners:

Bridge courses & Remedial classes are arranged to make slow learners' par with their peer group and are provided with text books and study materials. They are taught with fundamentals of their subjects. Question paper solving, sharing of model answer papers are scheduled regularly. They are regularly assessed through periodic unit tests and their performance. Mentors counsel and motivate them to participate in class seminars, group discussions, certificate course, Guest lectures, Seminars, workshops etc & assist them to overcome the examination fear and phobia through moral support and personal care.

Strategy for mediocre:

The identified mediocre are counseled and assessed to fulfill their needs, interest and accordingly are encouraged for SWOC analysis. Based on their strength and weakness, they are encouraged to avail the facilities of advanced or slow learners.

File Description	Document
Upload any additional information	View Document
Past link for additional Information	View Document

2.2.2 Student- Full time teacher ratio (Data for the latest completed academic year)**Response:** 25:1

File Description	Document
Any additional information	View Document

2.3 Teaching- Learning Process**2.3.1 Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences****Response:**

The institution has made learning process more students centric for enhancing the learning experience. A shift from the conventional method i.e. teacher centric lecture method to a student-centric approach is followed through a continuous and ongoing process. The methods of teaching is based on the need of the learners and the subject taught. The conventional methods like chalk and talk, lecture method are used along with interactive, collaborative and ICT enabled. This enriches the learner autonomy.

The following specific strategies are followed in this regard:

Experiential Learning-

- Students are motivated and encouraged to collect, compile, prepare and present the presentation on various topics by referring the books, journals and e-content by browsing the information through the internet surf available in the college. Students prepare and present the presentation through PPT and Charts. This helps the students in collecting, editing and enhancing the presentation skills. Through this strategy it boosts the confidence level of the students along with their soft skills.
- Socio economic survey, live Parliament, state assembly sessions, central & state budget analysis, projects on marketing, Banking, entrepreneurship, civic amenities, human rights, voting awareness. Visits to Historical places & museums of monuments. Field trips, group projects, Geographical survey on different tribal pockets, GIS, GPS, RS and Tourism in social science and practicals in science subjects, hands on trainings in advanced tools & techniques along with career oriented programs, certificate courses student presentation, demonstration of experiment, industrial visits, field visit, projects, specimen preservation, models preparations & exhibition. Through these students learn Api culture, vermi compost, gardening & landscaping, rain water harvesting, soil & water testing, renewable energy resources(Solar, wind, tidal), Vedic mathematics, case studies related to environment, medicinal plants, bird watching, birds behavior on artificial nesting, shade house technology, co-operative learning process 'to teach is to learn twice', IOT Applications, Android applications & web applications leads to experiential learning.

Participatory Method-

Through interactive method, the teacher opens up the topics for discussion where the students express their opinion freely. This leads the learner to learn the concepts with more clarity and discover new ideas

with facts.

ICT enabled-

The ICT enabled teaching is adopted by the teaching by using ICT tools like LCD, Projectors, Softwares, Language Labs, Computer Labs, Internet, Audio-Visual Aids.

Problem Solving-

Brain storming

This methodology is used to develop idea generation, creative thinking and finding solutions to challenges. This helps the students in developing team building skills.

Apart from these some other methods are also adopted like-

- Role Play
- Training and workshops
- Flipped Classroom
- Blended Learning

File Description	Document
Upload any additional information	View Document
Link for additional information	View Document

2.3.2 Teachers use ICT enabled tools for effective teaching-learning process.

Response:

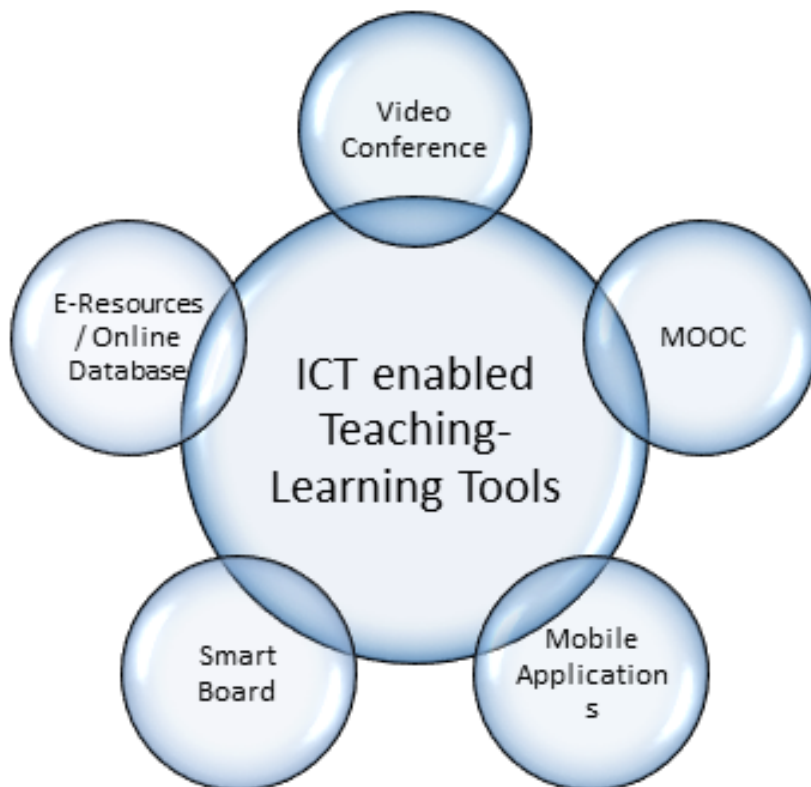
Faculty members use ICT tools for effective teaching learning process to support, enhance, and optimize the delivery of information.

Institution is well aware of making use of ICT technology in education, creates an easy-to-manage learning environment where the delivery of information is learner & user friendly. Teachers use ICT enabled tools such as Smart Interactive boards, YouTube animations, e-resources to deliver lectures, along with PowerPoint presentations. College has well- equipped computer lab to cater the digital and technological needs of the students. Faculties are refreshed to think critically, to be innovative and creative in their teaching process, the projects and other tasks are assigned through ICT tools. Teaching pedagogies have been updated and improved time to time to get acquainted with new innovations in the teaching field. Keeping in mind the prescribed syllabus or the topic to be taught, e-material is prepared with the help of ICT gadgets such as Desktop and laptops, Digital cameras, Tablets, Pen Drive, I-pads, Scanners, Microphones, DVDs and CDs etc. The delivery of e-material is well planned and a proper platform , apps such as Google G-Suite Products(Google meet, Google sheets, Google slides, Google Classroom, Jam board, Google Forms, You tube), Zoom, Teach mint, Cisco WebEx are selected and accordingly teaching

processes are practiced so that effective learning takes place. Further with the help of these platforms the activities such as virtual meetings, online classes, webinars, quizzes, essay competition, mentors- mentee meetings, parents meet, tests etc are conducted efficiently.

The various departments organize the virtual academic programmes such as Business quiz, live budget watching, logical reasoning, web designing, literacy programme, voting awareness programme, Covid-19 pandemic awareness programme, Vaccination awareness programme etc. The various e-softwares such as Chem-Draw, mini lab, Origin etc., are demonstrated.

ICT ENABLED TEACHING-LEARNING TOOLS



File Description	Document
Upload any additional information	View Document
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View Document

2.3.3 Ratio of students to mentor for academic and other related issues (Data for the latest completed academic year)

Response: 28:1

2.3.3.1 Number of mentors

Response: 62

File Description	Document
Upload year wise, number of students enrolled and full time teachers on roll.	View Document
mentor/mentee ratio	View Document
Circulars pertaining to assigning mentors to mentees	View Document

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Response: 100

File Description	Document
Year wise full time teachers and sanctioned posts for 5years(Data Template)	View Document
List of the faculty members authenticated by the Head of HEI	View Document
Any additional information	View Document

2.4.2 Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)

Response: 18.37

2.4.2.1 Number of full time teachers with *Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt.* year wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
22	15	10	7	7

File Description	Document
List of number of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. and number of full time teachers for 5 years (Data Template)	View Document
Any additional information	View Document

2.4.3 Average teaching experience of full time teachers in the same institution (Data for the latest completed academic year in number of years)	
Response: 5.54	
2.4.3.1 Total experience of full-time teachers	
Response: 388	
File Description	Document
List of Teachers including their PAN, designation, dept and experience details(Data Template)	View Document
Any additional information	View Document

2.5 Evaluation Process and Reforms

<p>2.5.1 Mechanism of internal assessment is transparent and robust in terms of frequency and mode</p> <p>Response:</p> <p>The institution adheres strictly to the rules, regulations & guidelines of the parent university (KUD). The UG evaluation process includes internal assessment (IA) 20% and external semester end examination (SEE) / evaluation 80% both in theory and practicals. The PG evaluation process includes Internal Assessment (IA) 25% and External Semester End examination (SEE) 75%. In accordance with the calendar of events of KUD and our Institution, two internal tests are conducted, First IA in the eighth week and Second IA in the Twelfth week from the commencement of each semester. The components of IA include Internal tests, Assignments, projects and attendance.</p> <p>IQAC and Head of the Institute constitute the internal examination committee to carry out internal examinations. The examination committee calls the HOD's meeting to finalize the schedule of IA examination. Accordingly the time table of IA examination is displayed well in advanced on the notice board for the students and also circulated to various departments. The Heads of various departments conduct the meetings with their respective staff members and arrange to set the question papers in accordance with semester end examination pattern and then submit the question papers to the examination committee.</p> <p>The examination committee makes all the necessary arrangements such as allotment of invigilators duty to</p>

the staff members, seating arrangement, blocks allotment, distribution of answer books and question papers to the various blocks etc and conduct the examination very neatly in a befitting manner as per the schedule of the examination.

The answer scripts are distributed to respective departments for the evaluation. The Heads of various departments makes the necessary arrangements such as distribution of answer scripts, question papers, key answers etc to their respective staff members and complete the process of evaluation on or before stipulated date and time. The assessed answer scripts are made available to the students in the respective departments for their reference and corrections if any. The copies of the marks list of internal examination are displayed on the notice board in their respective departments and the marks obtained by the students in all the subjects are uploaded online to the examination portal of the Parent University as and when notification is received.

File Description	Document
Any additional information	View Document

2.5.2 Mechanism to deal with internal/external examination related grievances is transparent, time-bound and efficient

Response:

The schedule for internal examination, the syllabi on which the internal examination is to be held, the pattern of question paper are displayed on the notice board well in advance for the students, the students having any grievances report to the heads of the departments, the heads of the departments inturn bring such grievances to the notice of the Principal and also to the examination committee. Immediately the principal convey the meeting of the examination committee along with heads of the various departments and the genuine grievances are addressed, resolved and the same is informed to the students.

It is a three tier mechanism-a) At the Department level b) At the College level c) At the University level.

College Level: The grievances in respect of the seating arrangements of the examination, the subjects opted by the students, late entry into the examination due to genuine reasons, etc are addressed by the examination committee immediately as and when such grievances are reported.

Department Level: The Heads of the departments display the marks list of internal tests on the notice board in their respective departments and receive the grievances if any from the students and the same grievances are addressed with the help of the faculty of the respective departments. The signature of all the students for the marks list is taken soon after all the grievances are attended. To maintain the utmost transparency in the evaluation process, the evaluated answer scripts are made available to the students in the respective departments.

At the University level: If the grievances of the students are not settled at the College level, students can give their Grievances regarding Semester end examination to the office. It is a time bound mechanism where students can submit the grievances within the stipulated time of the publication of internal marks. A period of seven days is available to approach the University for the redressal of exam related grievances of

students.

File Description	Document
Any additional information	View Document
Link for additional information	View Document

2.6 Student Performance and Learning Outcomes

2.6.1 Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

Response:

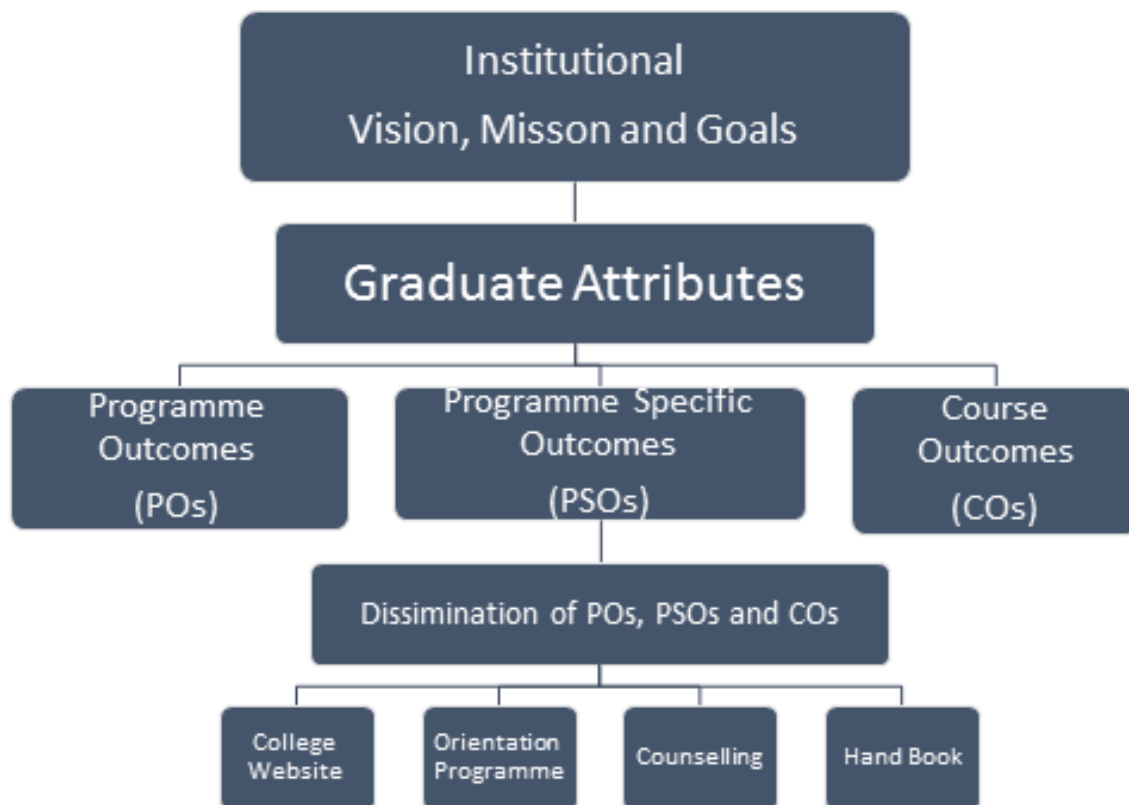
The Institution offers number of programs such as science, arts, commerce and computer applications, each one of them having a well defined program outcome, specific program outcome built into the curriculum provided by the parent university.

Mechanism of communication of program and course outcome

The Institution adopts a well designed, effective mechanism to communicate program and course outcomes to all the stakeholders which is as follows

- The new seekers, applicants are provided with the access to prospectus, handbook, website, display boards, banners at various locations in and around the campus.
- The members of admission committee and counseling cell provide the information and knowledge to the students at the time of admission process.
- The Institution provides the program and course outcomes effectively during the orientation program.
- Head of each department and their faculty members orient the students to understand and realize the program and course out comes in their respective department.
- The IQAC design and formulate such of the co-curricular, extracurricular activities to equip the students with necessary skills, innovations focusing on program and course outcomes.
- Institution provides opportunities to interact with senior students, alumni, subject experts, entrepreneurs, various achievers to learn about the success stories, career opportunities, paths and to choose their own destiny with proper road maps of achievements.

Communication of POs, PSOs and COs



File Description	Document
Upload any additional information	View Document
Past link for Additional information	View Document

2.6.2 Attainment of programme outcomes and course outcomes are evaluated by the institution.

Response:

The Institution designs the plan, schedule and implements very meticulously to measure and evaluate the programme outcome and course outcomes of UG and PG programme in Science, Arts, Commerce and Computer Application.

The following are the direct and indirect measures for evaluating the programme and course outcomes.

Internal assessments

The evaluation process includes 20% weightage for internal assessment for both theory and practical's as per the guidelines of Parent University, which includes Attendance (5%), internal tests (10%), assignments, seminars (5%).

The respective subject faculty evaluates the answer scripts soon after the completion of the tests, analyzes

the results and guide the students for the improvement of the performance on regular basis focusing on programme and course outcomes.

External assessments

The evaluation process includes 80% weightage for semester end examination as per the guidelines of Parent University.

As per the schedule and the calendar of events of Parent University, the semester end examination is conducted at the end of each semester. The teaching faculty evaluates the answer scripts at the valuation Centre organized by Parent University and the authorities from the Parent University declare the results.

The faculty members from each department analyze, interpret the semester-end examination results and guide the students for further improvements in the results.

The faculty members from each department counsel each student whose performance is poor, assess, evaluates the reasons for poor performance and guides accordingly to improve the performance and also they are encouraged to attend remedial classes.

The Institution felicitates the toppers, achievers in various courses and programme and also provides incentives and scholarships at the end of each semester on the occasion of annual day celebration.

The Institution organizes alumni meet, parent-teachers meet on regular basis periodically, initiates the discussion on programme and course outcomes and collects the feedback. The faculty members from each department assess, analyze and evaluate the feedback on course, programme outcomes and initiate the corrective measures to achieve the outcomes..

The Institution also collects the feedback from experts, University teachers, industrialists, employers etc for the assessment, analyses to identify the needs, requirements and skills, from the various stakeholders and to initiate proper activity to achieve the expected outcomes.

File Description	Document
Upload any additional information	View Document

2.6.3 Average pass percentage of Students during last five years

Response: 74.03

2.6.3.1 Number of final year students who passed the university examination year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
470	405	329	284	254

2.6.3.2 Number of final year students who appeared for the university examination year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
567	530	465	412	357

File Description	Document
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View Document
Upload any additional information	View Document

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response: 3.9

File Description	Document
Upload database of all currently enrolled students (Data Template)	View Document

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1 Grants received from Government and non-governmental agencies for research projects, endowments, Chairs in the institution during the last five years (INR in Lakhs)

Response: 14.41

3.1.1.1 Total Grants from Government and non-governmental agencies for research projects , endowments, Chairs in the institution during the last five years (INR in Lakhs)

2020-21	2019-20	2018-19	2017-18	2016-17
4.264	0	1.75	0.5	7.9

File Description	Document
List of endowments / projects with details of grants	View Document
e-copies of the grant award letters for sponsored research projects / endowments	View Document
Any additional information	View Document

3.1.2 Percentage of teachers recognized as research guides (latest completed academic year)

Response: 0

3.1.2.1 Number of teachers recognized as research guides

File Description	Document
Institutional data in prescribed format	View Document

3.1.3 Percentage of departments having Research projects funded by government and non government agencies during the last five years

Response: 16.25

3.1.3.1 Number of departments having Research projects funded by government and non-government agencies during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
2	0	1	2	8

3.1.3.2 Number of departments offering academic programmes

2020-21	2019-20	2018-19	2017-18	2016-17
16	16	16	16	16

File Description	Document
Supporting document from Funding Agency	View Document
List of research projects and funding details	View Document
Any additional information	View Document
Paste link to funding agency website	View Document

3.2 Innovation Ecosystem**3.2.1 Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge****Response:**

The institution believes strongly, the importance of the creation of an eco system to adopt and practice innovations, initiatives in the process of creation and transfer of knowledge to facilitate the younger generation to update the knowledge and skills to acquire adequate competency, scientific temper to succeed. The Institution has established various cells, associations and clubs to design and implement an action plan to organize various activities to achieve the objectives as follows.

- **Research Cell :**

To create a suitable, sustainable atmosphere for the motivation of faculty and students to involve in innovative research activities, Research Cell in association with IQAC organizes various programs such as Research training, IPR workshops, seminars and webinars to create awareness and innovations on research methodology, impact factor, citation index, h-index, etc.

Research Cell also provides the information such as availability of funding for various research activities by various government/non-government agencies, preparation and submission of research proposals, suitable National/International Journals available for paper publications, ongoing/upcoming research conferences to participate/present the research papers.

- **Eco- Club :**

The Eco-Club with the active participation, support from heritage club, Botany, Zoology departments,

established an active incubation eco system for architecture grandeur, understanding ancient administration to initiate innovations and creativity, apiculture, vermicompost, biogas, plants solid waste management, medicinal plant garden, Birds Nesting, Kitchen garden, rain water harvesting, landscaping and gardening, etc.

- **IT Innovations :**

The institution in association with IT Industry provides a training on development of Android app. The department of BCA organized IT Exhibition Event with the theme “x-e Bit” to develop innovative skills among students.

- **Women Empowerment Cell :**

The institution under the banner of ‘Women Empowerment Cell’ has organized the programs such as "Women and Health Rights". They stressed upon the use of innovative mobile apps for the safety of Women and Child in case of threats and vulnerable situations, Self employment and economic empowerment of women, gender and stress management, etc.

- **Associations :**

The various associations create suitable atmosphere to groom and develop innovative ideas to create and transfer of knowledge and skills, by organizing various activities such as

- **Science association :**

Exhibition of Science Working Models in the field of Science and technology, workshops/seminars/IT fest etc.

- **Commerce association :**

Webinar on robotic accounting and artificial intelligence.

Kannada sahitya sangha :

Workshops/seminars/academic fests/guest lectures on the values, principles followed and practiced by the great saints and philosophers.

- **Internships :**

The students actively participate in internship/training programs on library, molecular techniques and business skills, etc.

- **Scout and Guides :**

The enthusiastic faculty and students organize and participate in various activities to promote innovations such as seed ball bombing to grow plants in barren land, preparation and distribution of masks

economically, in Covid-19 pandemic, etc.

- **Placement and Career Guidance Cell :**

The various activities such as coaching for competitive examinations by experts, development of innovative soft skills, enhancement of IQ by conducting various test series, conduct of mock interviews, arrangement of placement drives from multi-national companies on IT, BT, banking, business, etc are organised for the benefit of the students.

File Description	Document
Upload any additional information	View Document

3.2.2 Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the last five years

Response: 10

3.2.2.1 Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
7	1	0	0	2

File Description	Document
Report of the event	View Document
List of workshops/seminars during last 5 years	View Document
Any additional information	View Document

3.3 Research Publications and Awards

3.3.1 Number of Ph.Ds registered per eligible teacher during the last five years

Response: 0

3.3.1.1 How many Ph.Ds registered per eligible teacher within last five years

3.3.1.2 Number of teachers recognized as guides during the last five years

File Description	Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	View Document

3.3.2 Number of research papers per teachers in the Journals notified on UGC website during the last five years

Response: 0.82

3.3.2.1 Number of research papers in the Journals notified on UGC website during the last five years.

2020-21	2019-20	2018-19	2017-18	2016-17
27	13	3	5	5

File Description	Document
List of research papers by title, author, department, name and year of publication	View Document
Any additional information	View Document

3.3.3 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

Response: 1.42

3.3.3.1 Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
15	21	21	16	19

File Description	Document
List books and chapters edited volumes/ books published	View Document
Any additional information	View Document

3.4 Extension Activities

3.4.1 Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the last five years.

Response:

The Institute motivates and encourages all the students to participate in various extension activities in and around neighborhood community, organized by various cells, units, clubs and departments to orient, to sensitize students to understand the social issues, to facilitate, to address the issues in the best possible way with the participation of community and society for their holistic development.

In the present scenario of seasonal, climatic variations, scarcity of resources, lack of use of modern technology, unscientific marketing methods, covid-19 pandemic, lack of adequate medical, transport facilities in the rural areas, etc. it is a big challenge for the farmers, traders, consumers, students and layman to survive and sustain their day today activities. To address and ease these issues the faculty and students from the Institution organized following various extension activities-

- **Socio-Economic issues :**

- Farmer suicide and Loan facilities from Government
- Experiential learning of market activities at APMC market
- Socio-economic sample survey
- Socio-economic survey of shivaji nagar
- Demographic survey of varadahalli village
- Awareness program on social evils

- **Health and hygienic issues :**

- Medicinal Importance of Navagraha plants
- Medicinal weeds
- COVID-19 Pandemic Awareness program
- HIV Marathon
- AIDS Awareness program
- Veterinary Health checkup Camp
- Health checkup camp
- Corona Awareness
- Pakwad Jata-Cycle rally
- Tika Utsava
- Distribution of Food kits for Corona warriors
- Service as corona warriors for smooth conduct of SSLC examinations

- **Unnat Bharat Abhiyan :**

- Swachch Bharat Abhiyan
- Cleaning campaign
- Awareness programme for women empowerment

- **Environment Conservation and protection :**

- Medicinal Importance of plants of Navagraha plants
- Medicinal weeds
- Biodiversity around us
- Converting green waste into organic manure
- Determination and comparative study on bore-well and municipal water
- Understanding the Importance of organic farming in present scenario
- Prohibition of plastic and Protect Earth

- **Rights, Duties and Legal Issues:**

- Voting rights awareness campaign
- Women Empowerment
- Political role of women in rural area

- **Basics, Fundamentals and Experiments on Science subjects:**

- Learn through experiments
- Chemical formula and chemical reactions
- Skill development program

- Discussion and demonstration of experiments in physics for 10th standard(CBSE)
- Learning Mathematics with fun
- Origami: Art of learning mathematics through fun
- Physics experiments for high school students
- Demonstration of Cadaver

- **Language Learning and Proficiency :**

- Importance of English language
- Teaching English at primary level
- Teaching English grammar at primary level
- Basic Hindi grammar
- Kannada sahitya ugama vikas

- **Accounts, Income and Tax management :**

- How UPI payment apps work around the world?
- GST
- Tax planning and Form No. 16
- Cash less transactions due to demonetization
- Cash less transactions and its effects
- Importance of Computer

- **Social responsibilities, values and services :**

- Distribution of fruits and medicine to the patients
- Be good, Do good
- Service Camp

- Mahamastabisheka 2018 Service
- Distribution of fruits and bread to the patients
- Distribution of blankets and bed sheets to poor and physically challenged primary school students

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

3.4.2 Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years

Response: 0

3.4.2.1 Total number of awards and recognition received for extension activities from Government/ Government recognised bodies year-wise during the last five years.

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Number of awards for extension activities in last 5 year	View Document
e-copy of the award letters	View Document
Any additional information	View Document

3.4.3 Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years

Response: 61

3.4.3.1 Number of extension and outreach Programmes conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
09	17	15	10	10

File Description	Document
Reports of the event organized	View Document
Number of extension and outreach Programmes conducted with industry, community etc for the last five years	View Document

3.4.4 Average percentage of students participating in extension activities at 3.4.3. above during last five years

Response: 40.99

3.4.4.1 Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
495	719	667	680	657

File Description	Document
Average percentage of students participating in extension activities with Govt or NGO etc	View Document

3.5 Collaboration

3.5.1 Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship per year

Response: 3

3.5.1.1 Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
2	1	0	0	0

File Description	Document
e-copies of related Document	View Document
Details of Collaborative activities with institutions/industries for research, Faculty exchange, Student exchange/ internship	View Document

3.5.2 Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the last five years

Response: 12

3.5.2.1 Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
6	4	0	0	2

File Description	Document
e-Copies of the MoUs with institution/ industry/corporate houses	View Document
Details of functional MoUs with institutions of national, international importance, other universities etc during the last five years	View Document
Any additional information	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

Response:

The institution is located on Pune - Bangalore highway to cater the needs of the students of surrounding rural places. The campus area is 22.15 acres which facilitates excellent infrastructure for teaching - learning process, career progression and higher education. The campus has main building (4747 sq.mts), Extension building (907.65 sq.mts), Central library (379.36 sq.mts), Women's hostel (1227 sq.mts), Auditorium (Ground floor 4063.73 sq.mts, First floor 977.67 sq.mts), Canteen (450 sq.mts), Gymkhana, swimming pool, Indoor stadium and play ground with NCC firing range.

The main building accommodates the Principal chamber (1), Administrative office (1), Examination section (1), Seminar hall (1), Classrooms (18), Laboratories (07) [i.e. Physics(3) Chemistry(3+1 store room), Zoology, Botany(2), BCA Laboratory, Geography Lab, Commerce Computer laboratory], Common Staff room (1), Ladies room (1), staff rooms for various departments(English, Kannada, Hindi, Political Science, Sociology, Geography, History, BCA, Zoology, Mathematics) NSS office (1), NCC office (1), Placement Cell (1), IQAC office (1), Scouts and Guide office(1) Museums (2) , health centre, BCA coordinator chamber and post office. The extension building has 8 Classrooms, Business Lab, Auditorium, Staffroom, PG coordinator Chamber and Washrooms.

CCTV cameras (68) are installed in classrooms and in different places of the campus to check the instances of indiscipline among students, if any. Water purifiers are installed in the library, common staff-room, girl's waiting room and in extension building.

Classrooms: The college has 26 (18+08) well ventilated, spacious class rooms for conducting theory classes, group discussions and in-house seminars. Class rooms are equipped to meet the conventional and modern teaching tools and are furnished comfortably to meet the student requirements. Out of 26 classrooms 18 classrooms and 1 seminar hall are enabled with LCD projectors to integrate technology in teaching. For better visualization of the subject topics, the faculty regularly uses the ICT facilities available in classrooms. The faculty supports the students to present their seminar topics using the ICT facilities.

Laboratories: Science laboratories are spacious, well equipped with functional workspaces integrating the student needs such as water, electricity, gas and ICT etc. Laboratories are also designed with the safety features such as fire extinguishers imbedded in the infrastructure. These laboratories are well maintained to carry out curriculum oriented practicals and also experiments beyond curriculum. The institute has an exclusive English Language lab where the students practice phonetics and enhance their communication skills. Well established Museums are available in Botany and Zoology laboratories. Botanical garden and vermi-compositing pit are maintained in the campus to make teaching – learning process effective

There are two computer labs, business lab, and a browsing centre with 106 internet enabled systems for students. In addition 09 systems for administrative purpose (Principal chamber, departments and office) with internet, Wi-Fi facilities, Xerox machine, printers and scanners.

The institute has a central library with the Ground + first floor having 64,765 books arranged in the cupboards. In addition, most of the departments have a departmental library to provide subject related books for the beneficiaries.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

4.1.2 The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

Response:

For the overall personality development of the students, the college is committed to create an atmosphere for cultural and sports activities. During orientation programme students inform their interest / talents which helps the college union, physical education departments to identify the talent of the students. Thus our infrastructure, human resource and expertise will help the stakeholders to perform better in cultural, sports, games, yoga etc

Sports / Games: Our College has 16 acres open play ground which caters to the needs of all major outdoor sports events with spacious tracks, pits and courts for various athletic events and team games. Various sports facilities are provided to the students within the campus focusing sports as one of the extracurricular activities. Every year annual sports meet and an interdepartmental team games are conducted in the college. Intercollegiate sports meets are conducted whenever the opportunities are given by the affiliating university. A 16 station separate 'Multi Gym' is also established in the college.

Playground facilities available: (a) For Athletic events 400 mts track with six lanes, 3 x 9 mtr pit for Long jump and high jump and spacious area for discus throw, shot put and javelin throw. (b) For team games the college has open court for Kabaddi measuring 10 x 13 mtrs, Kho-Kho court 16 x 29 mtrs, Volley Ball court 9 x 18 mtrs, Basket Ball court 15 x 28 mtrs, Tenikoit court 22 x 18 fts, Foot Ball and Hockey courts 120 x 90 mts, Hand Ball court 20 x 40 mts , Throwball court measuring 29 x 14 mtrs, Cricket ground measuring 137.16 x 59.43 m. Safety measures like elbow guard, thigh pads, abdomen guards and first aid kit are provided. (c) Gymkhana hall measuring 40 x 70 ft is fully utilized for Indoor sports activities like Table Tennis Hall with synthetic mat 9 x 7 mts, Shuttle Badminton court with tongue & groove flooring 20 x 44 ft. Indoor games like carom and chess are provided to the students to play in the Gymkhana hall. Campus has Swimming pool of Category – II with 8 lanes: 25 X 21 X 1.8 mts with filtration plant.

Cultural Activities: College has open-air theater facility, seminar hall and auditorium to conduct various cultural activities. The College encourages students to participate in various cultural and literary activities and make the students excel in their fields of interest. The college conducts various cultural activities like singing, dancing, rangoli, mehendi, hairstyle; best out of waste etc competitions are organized every year for the students to exhibit their talents. Inter-collegiate youth festival is also conducted under the guidance of Karnatak University, Dharwad. The students' participation in cultural activities develops aesthetic

(artistic) sensibility and an appreciation for the arts.

Yoga: In order to revive ancient tradition and culture, physical education department has a healthy practice of educating the students to spend some time for Yoga. The College has introduced certificate course in Yoga. Ample space is provided to practice Yoga in the College premises.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

4.1.3 Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. (Data for the latest completed academic year)

Response: 70.37

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 19

File Description	Document
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View Document
Paste link for additional information	View Document

4.1.4 Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)

Response: 7.67

4.1.4.1 Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)

2020-21	2019-20	2018-19	2017-18	2016-17
31.32	81.31	59.65	42.21	242.72

File Description	Document
Upload Details of budget allocation, excluding salary during the last five years (Data Template)	View Document
Upload audited utilization statements	View Document
Upload any additional information	View Document

4.2 Library as a Learning Resource

4.2.1 Library is automated using Integrated Library Management System (ILMS)

Response:

- Name of ILMS software : e-Lib
- Nature of automation: Partial
- Version : 16.2
- Year of Automation: 2005

The Library is located independently in the campus has ground plus first floor with the total built-up area of 379.36 Sq.m. The seating arrangement to the extent of 100 students and as many as 64,765 books with Dewey decimal classification are available. The facilities such as Circulation Counter, Browsing Center, Reference Service, Reprography Service, periodicals section, question bank services, closed access system, Display rack for new arrivals, CCTV surveillance for security enforcement, high speed internet (100mbps), Librarian Desk and adequate e-resources (data base N-LIST through INFLIBNET, 6000 plus e-journals and 31, 35,000 e-books, CD/DVDs 349, Remote access), dictionaries, encyclopedia, Journals and magazines 18, rare books, reference books , year books, news paper 14, are available for users. The library is partially automated with library management software solution that is e-LIB, which is user friendly interface for searching resources in the library along with the position and availability status. The Library has OPAC for providing access to its repertoire of textual resources.

Name of ILMS software: e-Lib

The Library has e-Lib ILMS Software, which is user friendly, multilingual, improved multiuser, multitasking. It is used for stock verification of books, circulation reports on issue and return of books, barcode generation for books, Id card, borrower's card and supports accessing for all types of non book material.

Nature of automation: Partial

The e-Lib is partially automated software 14.2 version installed in the year 2005. Later upgraded to 16.2 version and it provides the following facilities.

- Books (multilingual).
- Non-book materials
- Journals (multilingual)
- OPAC

- Reports
- ID Generation

File Description	Document
Upload any additional information	View Document
Paste link for Additional Information	View Document

4.2.2 The institution has subscription for the following e-resources

- 1.e-journals
- 2.e-ShodhSindhu
- 3.Shodhganga Membership
- 4.e-books
- 5.Databases
- 6.Remote access to e-resources

Response: A. Any 4 or more of the above

File Description	Document
Upload any additional information	View Document
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership , Remote access to library resources, Web interface etc (Data Template)	View Document

4.2.3 Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)

Response: 1.77

4.2.3.1 Annual expenditure of purchase of books/e-books and subscription to journals/e- journals year wise during last five years (INR in Lakhs)

2020-21	2019-20	2018-19	2017-18	2016-17
0.76	1.37	2.08	2.69	1.97

File Description	Document
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the last five years (Data Template)	View Document
Audited statements of accounts	View Document
Any additional information	View Document

4.2.4 Percentage per day usage of library by teachers and students (foot falls and login data for online access) during the latest completed academic year

Response: 1.17

4.2.4.1 Number of teachers and students using library per day over last one year

Response: 21

File Description	Document
Details of library usage by teachers and students	View Document
Any additional information	View Document

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

It has become almost essential and mandatory for the Institution to use the IT facilities to carry out the Academic, Administrative, Communicative, Curricular, co-curricular activities etc in an effective, efficient and transparent manner. Hence the institution has made all the possible efforts to use and update the IT facilities on regular bases.

The Institution uses IT facility such as Admission Module provided by theorem technology to look after the entire admission process of the students for various programmes running in the college. This module facilitates the Generation of reports such as Category, Gender, fees collection, bulk SMS etc. To maintain accounts and its various reports the suitable software such as tally, to carry out all the activities of the library in befitting manner e-LIB software is used. In addition to these softwares, Zoom, Teach mint, Google Classrooms, Google meet, Google forms, MS Office etc are used to conduct online classes, Internal Tests, assignments, quizzes, Essay Competitions, E-Poster presentation, webinars, virtual meetings etc. To generate e-study material, IT facilities including computer, Laptops, Internet, Wi-Fi, Smart boards, biometric, Digital Cameras, audio/video recording facilities etc are used. All above said infrastructure and software, apps are upgraded time to time or as and when required. LCD projectors are used by teachers and students to switch over to IT supported teaching-learning methods.

The following is the details of the IT facilities

Sl. No	IT Facility
1	Internet Connection
2	Computers (Desktop)
3	Projectors
4	Laptops
5	Printers
6	Web cameras
7	Software's

File Description	Document
Upload any additional information	View Document

4.3.2 Student - Computer ratio (Data for the latest completed academic year)	
Response: 16:1	
File Description	Document
Upload any additional information	View Document
Student – computer ratio	View Document

4.3.3 Bandwidth of internet connection in the Institution	
Response: A. 750 MBPS	
File Description	Document
Upload any additional Information	View Document
Details of available bandwidth of internet connection in the Institution	View Document

4.4 Maintenance of Campus Infrastructure

4.4.1 Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)	
Response: 2.85	
4.4.1.1 Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year-wise during the last five years (INR in lakhs)	

2020-21	2019-20	2018-19	2017-18	2016-17
40.61	18.43	21.65	49.26	46.13

File Description	Document
Upload any additional information	View Document
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View Document
Audited statements of accounts	View Document

4.4.2 There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Response:

The college is practicing a well established system for the development, utilization and maintenance of the infrastructure such as classrooms, laboratories, equipments, Library, Gymkhana, IT and computers etc in the campus. The Task Force Committee of the college looks after the need and lacunae of the infrastructure in respect of curricular, co-curricular and extracurricular areas. This committee comprises of building and campus maintenance committee, Planning and purchase committee, garden maintenance committee, Library Advisory committee, sports advisory committee, IT infrastructure maintenance committee, classroom and laboratory maintenance committee, women's hostel maintenance committee which constantly monitors, evaluates and reports the action plan in respect of maintenance requirements and needs of the college.

Maintenance of Physical Facilities

The members of the building maintenance committee appointed by the head of institution monitor and supervise the cleanliness, hygienic maintenance work undertaken by the concerned authorities and support staff members on regular bases and also as per the schedule.

The building maintenance committee maintains the register to record the complaints/maintenance and also consult the members of various departments to collect the information of the work to be under taken. Finally the list of maintenance work is chalked out on short term and long term basis in respect of the physical facilities such as power supply distribution, general electrical equipments, furniture, black boards, Classrooms, Laboratory, Library, Computer Lab, Language Lab, Seminar Halls, Smart Classroom, Auditorium, Gymkhana, hostel, canteen, garden etc, and submit the report to the head of the institution. The head of the Institution in turn submit the report to the authorities of the management and also to the engineering wing of the K.L.E Society's Head office. The authorities from the engineering wing evaluate the report and undertake the maintenance work of above said physical facilities on time bound basis by deputing or appointing the experts such as technocrats, electricians, carpenters, plumber, engineers, gardener etc.

Laboratory: Laboratories are fully equipped so as to meet the requirements to conduct the experiments as per the curriculum designed by the parent University in various lab oriented subjects. The concerned staff members of various departments take care of the addition of new equipments as and when situation arises due to change or modification of the curriculum from time to time.

The Heads of the respective departments assign the members to set the experiments, to carry out the regular maintenance, services of the equipments and apparatus. Adequate safety measures are strictly adopted in handling the electrical equipments, hazards chemicals, dangerous microbes etc. fire extinguishers, aprons, hand gloves, safety tools, first aid kits are made available in various key places to face any unforeseen incidents or events.

Computer Lab

All the computer labs are equipped with sufficient number of computers with required configurations, low emission displays which are placed in a very neat and clean climate controlled spacious rooms. Dangerous and Malicious cyber infiltrations, viruses are checked by using and updating adequate antivirus and firewalls. All the computers are well maintained to consume optimum resources.

Maintenance of ICT facilities:

The institution has a well established system to maintain the ICT facilities. The experts and technocrats inspect all ICT tools on regular basis as per the schedule and submit the report of services to the head of Institution, the heads of all the departments, librarian, office superintendent register the complaints in the log book in respect of repair/ service of various ICT tools as and when required. The head of the institution arranges to consult technocrats, experts from various suitable agencies and assign the work to undertake the services by following the protocol and procedures of the Management. The ICT tools include smart boards, projectors, computer systems, Software, printers, scanner, photo copier, digital camera, CCTVs, biometrics, web cam, internet/Wi-Fi installed in all the places such as classrooms, library, administrative office, laboratories, hostel, seminar hall, business lab, language lab, various departments etc.

Maintenance of Library facilities:

The library is well maintained and updated in tune with academic needs and standards. The Library advisory committee constituted by The Head of the Institution prepares the action plan in respect of purchase of new books, periodicals, e-resources, furniture, issue of books, Identity cards, borrower's cards etc. The librarian collects the list of books to be purchased from various departments in tune with the syllabi of their respective subjects and semesters. The library advisory committee finalizes the list of the book to be purchased and submit the same to the Head of the Institution. The Head of the Institution evaluates the list of the books and arranges to purchase by following the protocol and procedures of the management. The library is partially automated with the installation of e-Lib software which is under Annual Maintenance Contract (AMC). All the books are arranged by following Dewey Decimal Classification (DDC) – 21st edition. Annually books stock verification is carried out and the actions such as binding of journals and damaged books, weed out of out dated books etc by following standard protocols and procedures. Maintenance and utilization of library resources are done strictly following the library rules.

Maintenance of Sports and Games facility:

Department of Physical Education and Sports adopts and implements a standard system to procure and maintain the sports equipments on par with academic standards and requirements. The sports advisory committee constituted by the Head of the Institution chalk out the activities such as schedule of maintenance, addition of new equipments, deletion of damaged equipments, schedule of events, in accordance with the guidelines issued by the parent university. The Physical Director with the support of members of advisory committee prepares and submits the report/list of new equipments to be purchased to the Head of the Institution on annual bases. The Head of the Institution in turn evaluates the report/requirement and arranges to purchase sports equipments by following the protocol and procedures of the management. Periodically leveling, cleaning of track and field, indoor stadium, servicing of sports equipments is carried out under the supervision of sports advisory committee. Adequate first aid facilities are made available to face any unforeseen incidents/injuries.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during last five years

Response: 46.93

5.1.1.1 Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)

2020-21	2019-20	2018-19	2017-18	2016-17
81	1000	1006	901	698

File Description	Document
upload self attested letter with the list of students sanctioned scholarship	View Document
Upload any additional information Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years (Data Template)	View Document

5.1.2 Average percentage of students benefitted by scholarships, freeships etc. provided by the institution / non- government agencies during the last five years

Response: 38.21

5.1.2.1 Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)

2020-21	2019-20	2018-19	2017-18	2016-17
41	1134	1117	495	336

File Description	Document
Upload any additional information	View Document
Number of students benefited by scholarships and freships institution / non- government agencies in last 5 years (Date Template)	View Document

5.1.3 Capacity building and skills enhancement initiatives taken by the institution include the following

1. Soft skills
2. Language and communication skills
3. Life skills (Yoga, physical fitness, health and hygiene)
4. ICT/computing skills

Response: A. All of the above

File Description	Document
Details of capability building and skills enhancement initiatives (Data Template)	View Document
Any additional information	View Document

5.1.4 Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years

Response: 29.19

5.1.4.1 Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
551	437	436	299	561

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	View Document
Any additional information	View Document

5.1.5 The Institution has a transparent mechanism for timely redressal of student grievances

including sexual harassment and ragging cases

1. Implementation of guidelines of statutory/regulatory bodies
2. Organisation wide awareness and undertakings on policies with zero tolerance
3. Mechanisms for submission of online/offline students' grievances
4. Timely redressal of the grievances through appropriate committees

Response: B. 3 of the above

File Description	Document
Upload any additional information	View Document
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View Document
Details of student grievances including sexual harassment and ragging cases	View Document

5.2 Student Progression**5.2.1 Average percentage of placement of outgoing students during the last five years**

Response: 5.24

5.2.1.1 Number of outgoing students placed year - wise during the last five years.

2020-21	2019-20	2018-19	2017-18	2016-17
43	43	23	11	13

File Description	Document
Upload any additional information	View Document
Self attested list of students placed	View Document
Details of student placement during the last five years (Data Template)	View Document

5.2.2 Average percentage of students progressing to higher education during the last five years

Response: 19.37

5.2.2.1 Number of outgoing student progression to higher education during last five years

Response: 111	
File Description	Document
Details of student progression to higher education (Data Template)	View Document

<p>5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: IIT-JAM/CLAT/ NET/SLET/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations, etc.)</p> <p>Response: 0</p> <p>5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: IIT/JAM/ NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations, etc.)) year-wise during last five years</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> </tr> </tbody> </table> <p>5.2.3.2 Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year-wise during last five years</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> </tr> </tbody> </table>		2020-21	2019-20	2018-19	2017-18	2016-17	0	0	0	0	0	2020-21	2019-20	2018-19	2017-18	2016-17	0	0	0	0	0
2020-21	2019-20	2018-19	2017-18	2016-17																	
0	0	0	0	0																	
2020-21	2019-20	2018-19	2017-18	2016-17																	
0	0	0	0	0																	
File Description	Document																				
Number of students qualifying in state/ national/ international level examinations during the last five years (Data Template)	View Document																				

5.3 Student Participation and Activities

<p>5.3.1 Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.</p> <p>Response: 107</p>
--

5.3.1.1 Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) year-wise during the last five years.

2020-21	2019-20	2018-19	2017-18	2016-17
2	18	51	17	19

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national/international level during the last five year	View Document
e-copies of award letters and certificates	View Document
Any additional information	View Document

5.3.2 Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities following duly established processes and norms (student council, students representation on various bodies)

Response:

Head of the institution constitute the College Union and College Gymkhana to promote and facilitate the students representation and participation in various administrative, co-curricular and extra-curricular activities. The College Union and College Gymkhana is constituted with Head of the Institution as the President, Senior Faculty as Vice presidents of Gymkhana and College Union, Senior Faculty Members as Convenors, faculty and students representative as the Members for various committees and cells.

The head of the institution in consultation with the Convenors, and members of various forums and cells unanimously finalize the ways through which the members of student's council are to be selected from time to time or for each academic year wise.

As per the policy for the selection of students representatives for the students council the action plan is prepared which includes the following:

- Preparing the exhaustive list of students based on the merit, talent, skill, interest, leadership qualities, etc.
- The type or the role of participation such as General secretary, Gymkhana Secretary, Class Representative, Cultural Activities, Sports Activities, member of various committees, Cells, Clubs such as IQAC, Library, various associations, Grievances Redressal cell, Heritage club etc are finalized based on the Counseling of the students from the exhaustive list.
- The student representatives act as the liaison between the institution and students.
- To boost the Patriotism, Discipline, Adventure, Self confidence, Unity and Integrity etc., the

members from student council are provided the opportunity to lead NSS, NCC, Scout and Guides programmes. Further the members from students council take lead in the celebration of National festivals like Independence Day, Republic day, Mahatma Gandhi, Ambedkar, Basava, Valmiki, Gurunanak Jayanthi etc.

- To learn and practice the service motto, leadership qualities, community oriented services to achieve the personal development as well as the overall upliftment of the quality of living of the society in large, members of students council encourage the students to participate actively in NSS, NCC, Red-Cross, Red- Ribbon Club, Eco-Club etc.
- To boost the scientific temper, research culture, the members from students council take active participation in organizing the activities such as science models exhibition, Guest Lecture, Study Tours, Work-Shops, Conference, Symposia, Seminar etc.
- To create awareness of the health, sportive culture, positive attitude, moral values and ethics, punctuality etc., The members of student council are involved actively in conducting various sports events and yoga camp.
- To exhibit the local tradition, culture, folk art, hidden talent and for their sustainable nourishment, the members of student council organize the cultural events and competitions.

The members from students' council are allotted in various academic and administrative committees and participate in the meetings conveyed by the various conveners periodically, contribute their best for the overall development of the student community.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

5.3.3 Average number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 16

5.3.3.1 Number of sports and cultural events/competitions in which students of the Institution participated year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
8	21	16	15	20

File Description	Document
Report of the event	View Document
Number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions (Data Template)	View Document

5.4 Alumni Engagement

5.4.1 There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Response:

The institution has a active and well functioning Alumni Association registered under the Karnataka societies registration Act, 1960 (Karnataka Act 17 of 1960) on 14th October 2015. The members of Alumni Association are well placed, spread over various parts of the globe, contributing vital services through key positions and organizations.

Alumni Association is a well established platform consisting members from various professionals such as Judges, Lawyers, Doctors, Engineers, Industrialists, Entrepreneurs, Professors, Teachers, Politicians, Administrators and Social Workers etc., contribute for the overall development of the institution through vital suggestions, financial contributions, Guest lectures, Providing support facilities, Books, Scholarships , Prizes etc.

The Alumni Association has a functioning body called Alumni Executive body constituted by the head of the institution which comprises of the head of the institution as the President, Senior faculty members as the Secretary and Treasurer, Senior active Alumni as Vice President, Joint Secretary and Members.

The Alumni Executive body is the authority to plan the role of Alumni Association in the holistic development of the Institution. It meets twice a year or as and when need arises, conducts the discussions as per the agenda of each meeting and finalize the activities to be performed through Alumni Association in that particular academic year. The head of the Institution, the Secretary and the Treasurer implement and execute the decisions taken in the Alumni Executive body meeting. All the transactions of the Alumni Association are audited by panel of chartered accountants and the report is placed before the Alumni Association general body meeting which is conveyed once in a financial year.

Financial Contributions

Infrastructure Development and maintenance

The Alumni Association extends financial contributions for the development of the infrastructure, support facilities and maintenance such as purchase of books, water filters, bore well drilling, submersible pump set, UPS, bore well and pipeline repairs.

Academic Support

Alumni lecture

Alumni association arranges guest lectures by prominent aluminae where in they share their expertise and motivate the students to reach their desire goals.

International Yoga Camp

The Alumni Association has organized “**International Yogasana challenge 2021**” in association with the Dept of Physical education for 21 days, a prominent alumni Premkumar Muddi, founder of “**yogastoma yogapratistana samsthe**”, Member of “**International yoga Olympic Committee**” was the organizer.

Career guidance and Placement Services

The Alumni Association has organized **Placement Drive** for Alumni in association with placement and career guidance cell of the Institution.

Donation of books by Alumni

The Department of Physical education has Collected the books on Yoga, Sports, Sports skills, NET/KSLET etc., in association with Alumni Association of the Institution.

Curriculum Feedback

The Alumni members give their feedback on the Curriculum through online/offline.

File Description	Document
Upload any additional information	View Document

5.4.2 Alumni contribution during the last five years (INR in lakhs)

Response: E. <1 Lakhs

File Description	Document
Upload any additional information	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 The governance of the institution is reflective of and in tune with the vision and mission of the institution

Response:

The parent Institution KLE Society, Belagavi was founded by likeminded seven teachers (Saptha Rishi), way back in the year 1916 with the aim of providing education, especially for the poor population of north Karnataka who were deprived of the availability of facilities in the field of education, irrespective of caste and creed.

This Institution is situated in the rural area which is educationally, economically and socially backward. To cater and develop the overall personality, leadership qualities, patriotism and scientific temper amongst the stakeholders, the Institution is fully functional and oriented with the vision "To become a source of enlightenment and empowerment for the seekers of knowledge" and the Mission "To motivate the students to be socially responsible, productive and useful citizens of globalised world".

The mechanism of governance is designed and implemented in tune with the vision and mission of the Institution.

- The board of management KLE Society Belagavi is the highest authority to develop and implement the policies of the Organization and gives the directions to the Institutions from time to time accordingly.
- The board of management of KLE Society comprises of MP, MLA, MLC, Administrative Officers (KAS), Doctors, Educationalists, Academicians, Business men, Industrialists, Entrepreneurs.
- The Executive Committee constituted by the board of management and comprised of the members from the board of management prepares and finalize strategic plans in respect of infrastructure development, quality enhancement in teaching-learning process, promotion of research, faculty development programs, student centric and outreach programs etc.
- The Executive Committee conducts the meetings with head of the Institution from time to time, to give the directions to implement strategic plans of the Institution.
- The Life Members (LM), AAA committee appointed by the Executive Committee monitor the day to day functioning, implementation of policies and procedures of the Institution and submit the report to the management.
- The Local Governing Body (LGB) is constituted by the board of management of KLE Society Belagavi comprising of the local leaders from various fields.
- The LGB assists the head of the Institution to cater the local needs of the society and the Institution.
- The head of the Institution constitute IQAC and staff council to finalize and implement the action plans in respect of the policies, academic programs as directed by the authorities from the management, Parent University and government.
- Staff council comprised of the Principal, Head of the Departments, Faculty members and administrative staff implement the strategic plans and procedures from time to time, monitor the consequences of the implementation and accordingly fine tuning is adopted to get desired and optimum outcomes.

The democratic and decentralized way of functioning creates harmony, sense of collective responsibility, leadership qualities amongst the faculty and students. The vision and mission propounded by the Institute are realized at various levels by the effective leadership of the management and teaching and non teaching fraternity. The active and effective functioning between beneficiaries and the authorities bring the holistic development of the student community

File Description	Document
Upload any additional information	View Document

6.1.2 The effective leadership is visible in various institutional practices such as decentralization and participative management

Response:

K.L.E.Society's Gudleppa Hallikeri Arts, Science and Commerce College, Haveri ,NAAC 2021 Coordinators and Steering Committees Increased Data visibility by practising Decentralization and Participative Management in preparation of NAAC Self Study Report to be submitted to NAAC.

The Leadership mechanism both Management and The Principal recognised the potential and power of participatory efforts, what can be called as "Decentralised Management" which offers complete transparency and accountability at all levels.

Challenge:

The present SSR format for NAAC 2021 is a complete transformation from hard copy submission to a digital automated submission. The 'details -demand', Weightage and essays are exhaustive with an eye for exemplary quality enhancement in Institutions of Higher Education.

The consolidation of data, a huge task by itself, needed a new strategy, planning and unlike the three prior processes of preparing the SSR. The process of data collection by a committee of core team members was unnerving. The triad questions evoked data that was repetitive and overlapping.

Solution:

A decentralised process was set in motion. It was a deliberate and conscious move to co-opt faculty members in all aspects of Data assimilation. Committees, for each criterion, was structured on a non-hierarchical basis wherein a combination of a senior and novice faculty blended the wisdom of experience and enthusiasm. The two-pronged approach was to involve all the faculty in the data assimilation process and match their individual skills and specialisations with that of the specific criteria.

The convenors for all the seven criteria were selected on the basis of the experience and their field of expertise. The members for every criterion were selected on the interest and the enthusiasm towards the contribution for the respective criterion. The convenors along with the members had brain storming session along with IQAC and the process of data compilation and documentation gave a kick start.

Outcome:

The consolidated tone of the data comprising the seven criteria boosted the visibility for preparing the executive summary. This viable pattern of functioning, where almost all the faculty members of the college participated actively, not only offered insight to the faculty themselves about aspects unknown hitherto to them, but also accentuated efficiency, accountability, and transparency in the preparation of SSR

File Description	Document
Upload any additional information	View Document

6.2 Strategy Development and Deployment**6.2.1 The institutional Strategic / Perspective plan is effectively deployed****Response:**

The college follows government and management policies laid down by the Department of Higher Education, Government of Karnataka and K.L.E.Society, Belagavi. The perspective plan is in practice in the college which takes into consideration the following aspects –

- Annual Calendar by CCE
- Annual Institutional Plan
- , • Annual Academic Plan
- AQAR
- Academic Audit – Action Taken Report
- Vision and Mission of the college
- Departmental Action Plan
- Students' needs and
- Future plans of the college

Deployment

The college takes initiatives in these regards by planning and formulating course of action for better utilization of available human resources and infrastructure. Students' academic excellence, their empowerment and welfare is of prime importance. The IQAC along with Convenors of the committee and Head of the department plan the various activities keeping all these aspects in mind.

Example

In order to identify the strength and weaknesses, to facilitate to overcome the hurdles in the overall growth and development of the students, to orient to achieve their specific goals, a strategic plan, i.e. a **Mentor-Mentee system** is planned, proposed and implemented.

The Head of the Institution and IQAC constitute a mentor- mentee committee which comprises of senior faculty members as chief mentors for each program such as Arts, Science, Commerce, BCA, M.Com and the faculty members as mentors. Soon after the completion of admission process, the chief mentors allot 30 students on an average to each and every mentor, conveys the meetings with the mentors and train them how the mentor-mentee system must be implemented effectively and supplies all the necessary formats, documents to record the complete information of each mentee. Further chief mentor demonstrates the way in which the counseling is to be carried out to encourage the students to feel free in evolving the solutions for their problems. Each mentor collects and records all the information of each mentee in accordance with a standard format received and keeps the track of the performance in various activities such as Attendance, Internal tests, competitions etc., right from the entry into the Institution to the exit from the Institution. Based on the data available, personal interaction, counseling with mentees and their parents periodically, identifies the areas of strengths, weaknesses, hurdles of each mentee and tries to facilitate to groom the strengths, to choose the best solutions for the problems, so that each mentee is able to perform better and achieve their goals.

It is noticed and witnessed that by implementing the mentor-mentee system in the Institution, the performance of the students in the areas such as Attendance, Results in the tests and Semester end examinations, Attitude, Confidence, Self esteem, Leadership qualities, Social Responsibility, Active Participation in various co-curricular, extracurricular activities, Belongingness etc have been enhanced considerably. Thus the mentor-mentee system is one of the key strategic plans, which boosted the overall quality performance, Sustenance and achievements of the Institution.

File Description	Document
Upload any additional information	View Document
strategic Plan and deployment documents on the website	View Document

6.2.2 The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules and procedures, etc.

Response:

The Institution has well functioning organizational structure, managed and administered by KLE Society Belagavi. The highest authority of organogram is Dr. Prabhakar Kore, Ex-MP who is the Chairman, the board of Management KLE Society, Belagavi. The Board of Management is the Apex body with respect to policy, decision taking and Implementation of proposed strategic plans.

The delegation of power, responsibility is planed and implemented in a democratic and decentralized

manner through the sub bodies of the management such as Executive Committee, Panel of Life Members, Local Governing Body and Principal. It recommends the programs, strategic plans that can be implemented for infrastructure development, enhancement of quality in teaching-learning-evaluation process, promotion of research and best practices etc.,

Principal

The Principal intern formulates the Action plan, various committees, assigns the duties and responsibilities to execute the day-to-day activities of the Institution, in accordance with directions, guidelines issued by the Authorities from the Management, the parent University and the Government.

IQAC, Task Force, Administrative staff assist the Head of the Institution to formulate various committees and cells along with their standard operating procedures for each activity and takes appropriate measures for the implementation of strategic plans effectively to march towards the goals.

Committees and cells

The Administration, Conduction of various activities like Curricular, Co-curricular and Extracurricular of the Institution is supported by the active participation of the members of various committees and cells such as College Union, Advisory, College Gymkhana, Purchase and finance, RUSA and NIRF, Research Cell, Reception, Website, Admission, Academic Associations, Discipline, Chief Mentors/ Mentors, Feedback, Library, College Magazine, Examination Cell, Career Counseling and Placement Cell, Women Empowerment Cell, Alumni and Parent Association, NCC, NSS, Scouts and Guides, Youth Red Cross, Heritage Club, Eco Club, Staff Club, Garden Maintenance, Anti Ragging, Time Table, Prevention of Sexual Harassment Cell, Student Welfare, Building Maintenance, Students Grievances and Redressal, Press and Publicity, Hostel and Internal AAA Committee.

Appointment

The authorities from the management maintains and updates the records in respect of the student strengths, workload and staff members on roll from time to time for each academic year and finalize the list of vacancies available in various subjects. The process of recruitment is initiated by following the rules and regulations of the management, UGC and also the Government which include the following-

- Advertising the details of the vacancies through state/national daily news papers.
- Formation of Selection Committee as per the direction of management, UGC and Government.
- Selection of candidates by following strictly: the qualification, merit, reservation policy as per existing rules.

Service Rules

Karnataka State Civil Service Rules (KCSR), UGC, Management rules are mandatory for all the employees.

Promotion

The employees are promoted in accordance with management, UGC guidelines, API score and Government rules.

Grievances and Redressal Mechanism

The Institution has grievances and redressal mechanism headed by the Head of the Institution. The employees are free to raise any issues before the Head of the Institution to initiate and resolve the issues.

Organization Structure: <http://www.kleghcollege.com/Organogram.aspx>

File Description	Document
Upload any additional information	View Document
Link to Organogram of the Institution webpage	View Document

6.2.3 Implementation of e-governance in areas of operation

1. Administration
2. Finance and Accounts
3. Student Admission and Support
4. Examination

Response: A. All of the above

File Description	Document
Screen shots of user interfaces	View Document
ERP (Enterprise Resource Planning) Document	View Document
Details of implementation of e-governance in areas of operation, Administration etc	View Document
Any additional information	View Document

6.3 Faculty Empowerment Strategies

6.3.1 The institution has effective welfare measures for teaching and non-teaching staff

Response:

The Institution provides a very cordial, friendly environment which ensures high degree of efficiency in working, the following welfare schemes are provided for the benefit of the employees.

Welfare Schemes

- **Staff Cooperative Society:** The activities of the society are governed by the rules and regulations led by Karnataka Co-operative Societies Act, which provides the facilities such as Membership, Share Contribution, Availing Loans and Dividends etc.,

- **ESI facility:** The faculty appointed by the KLE society, Belagavi can avail the Medical facilities at ESI network hospitals.
- **Free Wi-Fi facilities:** The faculty members are free to access the Internet, Wi-Fi facility for their day-to-day, routine work in the campus of the Institution.
- **Canteen facilities:** The Institution has a well established canteen to provide hygienic, quality food for the lowest possible rates.
- **Sports facilities:** The sports facilities such as indoor-court, Multi-gym, Swimming pool, playground with event tracks are available.
- **Vehicle parking:** Separate parking facility is made available.
- **Superannuation Felicitation:** It is Tradition and customary to felicitate the faculty on the day of their superannuation.
- **Staff Common room:** For the recreation of the faculty members a well furnished staff common room is available to involve themselves in the activities such as News paper reading, Magazines, Notices, Circulars, Healthy discussions etc.,.
- **Ladies staff room:** A well furnished ladies staff room is available exclusively for ladies.
- **Free Medical checkup:** To create the health awareness among the staff members, health checkup camps are arranged where in the parameters and ailments such as Blood Pressure, Blood Sugar, Eye sight, Blood group Detection and any other common diseases.
- **Provident Fund:** For the future security of the staff members appointed by the management, contribution of Provident fund is available.
- **Group Insurance Scheme:** The faculty appointed in accordance with State Government rules and regulations avail the facility of Group Insurance.
- **Promotion encourages:** As per the existing rules and guidelines of the management, UGC, Government, promotion facility is provided for eligible faculty.
- **Maternity leave:** The women faculty giving birth to a child can avail the Maternity leave to the tune of 180 days.
- **Paternity leave:** The father of a newly born child can avail a leave to the tune of 15 days.
- **Free uniform:** Two pairs of uniforms are made available to the Menial staff per academic year.
- **Post office:** To avail the facilities such as parcel service, postage, Postal Insurance, RD, SSY etc., Post office is available in the campus for the faculty.
- **Hostel facility:** The woman faculty of the Institution accommodation is made available in the ladies hostel situated in the campus.
- **Fee concession:** The management provides the fee concession facilities to the children of the faculty studying in the Institution.
- **Financial support:** Financial support for faculty members to pursue research and publication.

Training programs : The Institution encourages the faculty to participate in the training programs such as FDP, FIP, RC, OC, STC etc.,

File Description	Document
Upload any additional information	View Document

6.3.2 Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 27.39**6.3.2.1 Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
27	36	19	8	3

File Description	Document
Upload any additional information	View Document
Details of teachers provided with financial support to attend conference, workshops etc during the last five years	View Document

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years**Response:** 0.6**6.3.3.1 Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
1	2	0	0	0

File Description	Document
Upload any additional information	View Document
Reports of the Human Resource Development Centres (UGC ASC or other relevant centres)	View Document
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff	View Document

6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course).**Response:** 13.23

6.3.4.1 Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
30	4	5	4	2

File Description	Document
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	View Document
Details of teachers attending professional development programmes during the last five years	View Document

6.3.5 Institutions Performance Appraisal System for teaching and non-teaching staff**Response:**

The institution facilitates professional growth and development of the staff by effective implementation of the Performance Appraisal System (PAS). This PAS helps to sustain and enhance the quality of academic and administrative standards.

The Institute follows the UGC Regulations, amendments made therein from time to time, for the career advancement of teaching staff as per the rule, "Measures for the Maintenance of Standards in Higher Education-2010" (Regulation No. F.3-1/2009 dated June 30, 2010). For the career advancement of non teaching staff state government rules are strictly followed.

Teachers Performance Records (TPR) or Diary

The Institution provides a **Diary (TPR)** to each faculty at the beginning of each academic year to record their day to day assignments, pertaining to teaching plan, classes, tests, assignments, projects, mentoring system, tutorial, remedial class, leave taken, meeting attended, administrative, curricular, co-curricular, extracurricular activities etc., are recorded. It is monitored by Head of the Departments (HODs) and Principal. Teachers submit academic plan at the beginning of each semester and ensure its time bound implementation. The authorities from the management monitor the implementation of the academic plan and evaluate the performance in respect of the various responsibilities entrusted to each faculty.

The objective is not only to evaluate the performance, but also to identify potential aspects for improvement that can lead to further progress and growth of the employee.

The salient features of the performance appraisal system are as follows:

Teaching Staff

1. The performance of each faculty member is assessed according to the Annual Self Assessment for

the Performance Based Appraisal System (PBAS).

2. Promotions/Career Advancements are based on the strength of the data from PBAS proforma, which is API score.
3. Proforma includes Name, Date of Birth, Address with phone number, qualification, Name of department, Designation, appointment to the present post, total experience, leave record, number of seminar, conference, workshop attended. Number of article/Papers published and number of times worked as Resource person in various Institutions.
4. The self appraisal report of the employee is based on the weight-age on the performance in respect of Annual/semester, academic, research, curricular, co-curricular, extra-curricular activities, additional duties and responsibilities assigned. It is depends upon the feedback from the students, colleagues and administrators.
5. Promotion due of the faculty members are informed well in advance.
6. The duly filled and submitted PBAS proforma by the faculty members is verified, evaluated by the Head of the Departments, IQAC, Head of the Institution and the management. The faculty members appear before the screening committee and are recommended for the promotions based on their API score.

Non-Teaching Staff

The non-teaching staff are assessed through annual confidential and performance report which is based on the parameters such as, punctuality, sincerity, attitude, discipline, reliability, technical strength, work efficiency, grades such as, Excellent, Very Good, Good, Satisfactory and Average, etc.

The duly filled and submitted proforma by the non teaching faculty members is verified, evaluated by the office superintendent, IQAC, Head of the Institution and the management.

The principal submits a confidential report on teaching and non teaching faculty to the management on an annual basis. The management makes detailed evaluation of the reports and provides encouragement, suggestions and corrective measures for the improvement of the faculty.

File Description	Document
Upload any additional information	View Document

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

The Institution has a transparent financial management system which includes periodic external and internal audits for the financial transactions for holistic development of the Institution through effective, proper utilization of Government/non-government financial resources.

Internal Audit by team of Chartered Accountant:

Regular and periodic audit of all the accounts maintained by the Institution is done by a team of Chartered Accountant. Under the guidance, supervision of the Head of the Institution, the office superintendent, accountant of the Institution, maintain all the accounts and details of the transactions in respect of funds received from government and non government funding agencies such as UGC, VGST, NAAC, DST, etc. Further they also maintain the details of the transactions in respect of management funds, fees, fees from self financed course, salary to the management staff, distribution of scholarships, hostel fees, infrastructure development and maintenance, academic, curricular, co-curricular, extra-curricular activities.

The bills and vouchers in respect of all the financial transactions are submitted every month to the authorities of the management for verification, sanction and approval regularly. The authorities from the management verify, sanction and approve the bills and vouchers and submit the report to the Head of the Institution along with the observations made and ask for compliances if et al required. Accordingly the Head of the Institution verify the observations and submit the compliances.

The bills and vouchers of all the financial transactions are placed before the Chairman (LGB) once in two or three months, whenever the LGB meeting is convened in the Institution. The chairman and the members of the LGB verify and approve the bills and vouchers.

The team of chartered accountants appointed by the management KLE Society Belagavi, audit the bills and vouchers in respect of all the financial transactions quarterly and also annually. The observation made by the team of chartered accountants is submitted to the Head of the Institution and also to the management KLE Society Belagavi, asking for the compliance from the Head of the Institution if any. Accordingly the Head of the Institution verify the transactions and submit the compliance if et al required.

External Audit by Accountant General (AG), Government of Karnataka:

As per the schedule the audit team from AG office, Government of Karnataka, authorities from Joint Director/Director, Department of Collegiate Education, Government of Karnataka, carry out the audit of all the financial transactions, bills and vouchers, procedure followed for the transactions such as quotations, auctions, tenders, etc in respect of utilization of public funds, cash book, salary acquittance, e-grants account, caution deposit, fee receipts, scholarships, subsidiary register, UGC grants for MRP, National Seminar/Conference/Workshops/Symposia, IQAC, General development assistance UG and PG Grants, etc.

The observation made by the team of external audit (AG) is submitted to the Head of the Institution asking for the compliance if et al required. Accordingly Head of the Institution submits the compliance for the observations made by the team of external audit (AG).

File Description	Document
Upload any additional information	View Document

6.4.2 Funds / Grants received from non-government bodies, individuals, philanthropers during the last five years (not covered in Criterion III)

Response: 0

6.4.2.1 Total Grants received from non-government bodies, individuals, Philanthropers year wise during the last five years (INR in Lakhs)

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the last five years	View Document

6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources**Response:**

The Institution has well functioning mechanism for mobilization of funds and optimum utilization of resources. The Head of the Institution has constituted the various committees such as Building/Infrastructure Development, UGC Grants, Research Grants, Library Advisory, Sports Advisory, Purchase and Finance etc., to evaluate the requirements of the Institution, to prepare the strategic action plan to mobilize, allocation of the funds on each academic year basis and submit the proposals to various funding agencies for various academic and administrative activities of the Institution. The respective committee supervises, monitors the implementation of various activities and optimum utilization of funds.

The following are the main funding sources for the institution-

Central Government Funds:

- UGC, NAAC, RUSA, ICSSR,
- DST, DIST-FIST,
- Major and Minor Projects
- Certificate Courses
- Unnat Bharat Abhiyan
- Scholarships
- NCC,
- NHRC

State Government Funds

- Grant in Aid for Salary
- NSS,
- VGST

- Certificate Courses
- Student support Programmes
- Scholarships
- Sanchi Honnamma

Non Government Funds

- Endowment awards
- Funds raised by department/Association
- Students fees from self financed course
- Aid from philanthropists
- Contribution from Teachers
- Contribution from Alumni
- Financial assistance from the management

- Bharat Scouts and Guides

- Hostel
- Canteen
- Bank
- TMC
- Jindal
- Shamanur Shivashankarappa Scholarship
- International Club
- Faculty Members fund
- Intercrop source

The Central Government Funds availed and utilized for the overall development of infrastructure such as Library, Laboratory, Hostel, Auditorium, Swimming pool, Gymkhana, Indoor courts, Furniture along with essential lab equipments, books, journals, periodicals, sports equipments, garden maintaining equipments etc. The faculty avail the funds through Major, Minor research projects, career oriented programme, certificate courses etc. Institution avails the funds to organize the academic activities such as Seminars, Conferences, Workshops, Symposia, Green Initiatives, Outreach programme, Extension Activities, NCC, Training Programmes etc.

The **State Government Funds** are availed and utilized for conducting the co-curricular, extra-curricular activities such as NSS, Scouts and Guides, Sports, Vijnyan Mela, Vijnyan Natak, Science Exhibition, Seminar, Workshops on Saint Kanaka, “Bahutva Neleyalli Kanaka Dasar”, Tours on Historical places and monuments, Tourism places etc. The faculty also avail the funds for infrastructure development, purchase of lab equipments for research activities, salary to the grant-in-aid faculty, scholarships to the students, Certificate courses etc.

The funds from Non-Government Organizations are availed and utilized for the development of infrastructure, to organize the activities/programmes such as Faculty Development, Workshops, Seminars, Seed money for research, maintenance, purchase of books, equipments, salary to the management staff, Scholarships to the students, Extension, Outreach activities etc.

Optimum Utilization of Funds:

To ensure the optimum utilization, all the funds availed from various sources such as Central, State and Non-Government agencies are utilized based on the strategic plans and programmes designed and implemented by strictly following the rules and regulations of funding agencies. All the financial transactions are duly evaluated and audited by authentic organizations periodically and reports are prepared, submitted to the concerned authorities for the initiation of actions and compliances.

File Description	Document
Upload any additional information	View Document

6.5 Internal Quality Assurance System

6.5.1 Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

Response:

The IQAC plays a very important and vital role in the initiation, sustenance and enhancement of quality in the field of educational services provided by the Institution.

The major initiatives include,

- Planning and implementation of quality strategies.
- Extension, outreach programs by the various departments, cells of the Institution.
- Assessment of Curricular, Co-curricular and Extra-curricular activities.
- Promoting Research temper in teaching to promote high professional standard.
- Ensuring the participation, belongingness, responsibility of stakeholders.
- Organizing Workshops, Conferences, Symposia, Seminars, Guest lectures, Training Programmes etc.
- Introducing and implementing the best practices.
- Promoting measures towards quality initiatives like Accreditation, Ranking, Consultancy, Collaborations, E-Attendance, Promotion, Guidance, Research enhancement, Feedback analysis etc.

Two practices institutionalized as a result of IQAC initiatives

Practice I

Audit practice

- **Academic and Administrative Audit (AAA)**
- **Green Audit**
- **Gender audit**
- **Financial audit**

Academic and Administrative Audit (AAA): AAA is conducted by a committee constituted by IQAC to maintain quality in the institution. The AAA Committee visits each department and evaluates the performance of the department and faculty. The evaluation is based on the strength of the data collected through the self appraisal proforma submitted by the faculty. The AAA committee submits the report to the IQAC and Principal.

Green Audit: The criteria, methods and recommendations followed in green audit are based on the identified threats. The green audit includes the following;

Audit of

- Water management
- Energy management
- Waste management
- Green management
- Carbon foot print

The Green Audit is conducted by the expert committee of the college. The detailed data collected includes, water resources and usage, energy consumption based on various electrical appliances used, latest electricity bill, tariff plan, generation and usage of waste, number and types of plants, gardens, number and types of vehicles used by faculty and students.

The analysis and interpretation of the data was carried out by following the standard procedures and parameters. Based on the analysis and interpretation a report is prepared and submitted to the Head of the Institution to initiate and formulate the action plan to develop, sustain and enhance the conservation of quality environment in the campus.

Gender Audit

Gender audit committee is constituted by the IQAC and Head of the Institution, which comprises a senior women faculty as the chairperson and two women teaching faculty as the members. The committee formulates and finalizes the plan of action to be followed to conduct the gender audit which includes the following,

- Survey of male and female members amongst
 - Teaching faculty
 - Non teaching faculty
 - Menial staff
 - UG Students
 - PG Students
- Participation and performance of male and female students in various activities such as
 - Examination/Results

- Sports
- NSS
- NCC
- Scouts and Guides
- Placements

- Preparation of reports
- Analysis and interpretation of reports
- Submission of suggestions and actions to be taken

Financial Audit

The Institution conducts internal and external financial audit for the optimal utilization of funds as per the standard procedures and protocols of the management and the Government.

Practice II

- **Mentoring system**

The mentoring system is established based on the concept of mentor as a guide, parent and friend to facilitate to identify the strength, weakness and to ensure the overall growth and development of the mentee to achieve their goals. The performance and progress of the mentees is evaluated at regular intervals and necessary corrective measures are taken.

File Description	Document
Upload any additional information	View Document

6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities (For first cycle - Incremental improvements made for the preceding five years with regard to quality For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives)

Response:

The IQAC plays a very important role in designing and formulating the action plan in respect of enrichment of the activities and programs in addition to the proper delivery of the curriculum, so that, the students gain the updated Knowledge, Skill, Global competency, to perform better, to achieve their best goal in the carrier, to serve the Nation and the Society by practicing the values, to lead and facilitate the prosperous peaceful quality life.

Ex1. Reforms in enrichment of curriculum

At the commencement of each academic year, looking at recommendations of previous NAAC peer team, the syllabi provided by the parent University for all the programs and courses, the need of knowledge and skills to face and succeed the challenges, competitions, the adequate programs and activities are proposed and implemented by following the process mentioned below.

- The IQAC Coordinator and Head of the Institution convey the HOD's meeting to evaluate the syllabi provided by the parent University, to propose and design the adequate certificate courses, Seminars, Conferences, Workshops, Guest Lectures, Group Discussion, Debate, Easy Writing, Quiz, Field Study, Exhibition etc., along with the budget requirement and the schedule of implementation of each activity.
- All the HOD's submit the proposal and design of all the activities to be conducted by the department to IQAC by conveying the meeting with their respective faculty.
- The IQAC and Head of the Institution evaluate the proposals of various activities submitted by various heads of the departments and finalize, allot the activities to each department along with budget, formulate and finalize the calendar of events of the Institution and also the department.
- As per the allocation and calendar of events, the HOD and Faculty conduct all the activities.
- The IQAC, Head of the Institution monitor, review the various activities conducted by various departments and ensure the expected outcome.

Ex2. Reforms in teaching learning process

To bring about the change in terms of knowledge, update of teaching-learning skills, attitude, the belongingness, involvement, punctuality, discipline amongst the staff members, students and also to facilitate in terms of update of infrastructure such as smart boards, projectors, computer systems and software's, ICT based tools suitable for webinars, online classes, quiz, tests, essay competition, seminars, conferences, workshops, faculty development program, virtual meetings, etc., the following action plan was prepared and implemented by IQAC.

- To make necessary arrangements for the recruitment of the faculty against the vacant posts/workload on priority basis.
- To furnish staff common room, canteen, health centre, post office.
- To arrange management and staff interactions on regular basis.
- To procure books, equipments and gadgets for latest update of library, laboratories, gymkhana and classrooms.
- More number of teaching faculty encouraged
 - To enhance their qualification by pursuing M.Phil., Ph.D., KSET, NET, etc.
 - To submit proposals for the funding for Major/Minor research projects, certificate courses, training programmes, workshops, etc.
 - To participate and present the research papers in National/International Conferences/Seminars.
 - To publish the research papers in peer reviewed National/International journals.
 - To organize National/International conferences/seminars/workshops/FDP's.
 - To organize and participate in extension/consultancy activities.
 - To utilize the seed money provided by the management for projects and research activities.
 - To participate in Orientation/Refresher/short term course, required for faculty career advancement.
 - To get acquainted with ICT tools and software.
- The Students are encouraged to

- Enroll for certificate/Add on/Value added courses.
- Participate in sports, NSS, NCC, Scouts and Guides, Cultural activities.
- Attend remedial classes on regular basis.
- Enroll/participate in career oriented programmes, placement drives, coaching for competitive examinations.
- Use browsing facilities.
- Use facilities available for disabled students in the campus.
- Participate in all the activities, programmes of the Institution.
- To take periodic feedback/review of all the process, activities and to initiate corrective measures as and when essential on par with vision, mission, goal and objectives.

To prepare vision 2025 document for the Institution.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

6.5.3 Quality assurance initiatives of the institution include:

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements**
- 2.Collaborative quality initiatives with other institution(s)**
- 3.Participation in NIRF**
- 4.any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

Response: B. 3 of the above

File Description	Document
Upload details of Quality assurance initiatives of the institution	View Document
Upload any additional information	View Document
Paste web link of Annual reports of Institution	View Document

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Measures initiated by the Institution for the promotion of gender equity during the last five years.

Response:

The Institution is primarily adhered to coeducation system, having 41.08 % women faculty, 59.37 % female students on an average since 2016 – 17 onwards. The Institution has a participative, healthy, safe and secured environment in the campus to practice, organize various gender equity and sensitization activities and programs. The Head of the Institution, IQAC constitute Ladies Association, Women Empowerment Cell, Prevention of Sexual Harassment cell, Anti Ragging and Grievances Redressal Cell, comprising of a senior woman faculty member as a convener, enthusiastic – experienced women faculty and students as the members. The above mentioned cells under the able guidance of the Head of the Institution, IQAC prepare and finalize the strategic action plan to design and implement gender equity and sensitization programs/activities annually such as women health and rights, stress management, self - defense techniques etc.

The strategic action plan includes the activities and programs such as

- Display of notices, posters, code of conduct in the prime locations of the Institution.
- Orienting the students during the Induction program for the freshers at the commencement of each academic year, to follow the rules and regulations of the Institution, to maintain discipline in the campus, not to involve in antisocial activities.
- Organizing various activities / programs to create legal awareness.
- Constitution of discipline committee to watch and vigil the activities of the students in the campus.
- Appointing security guards for providing 24 x 7 security services.
- Installing complaints/ suggestion boxes at various locations in the campus.
- Motivating and promoting the students to submit the grievances/suggestions, orally/ written to the concerned authority.
- Addressing the grievances/suggestions periodically as per the protocol.
- Initiation of adequate actions by Head of the Institution.

Specific facilities provided for the women in terms of:

1. **Safety and security** : The safety and security is ensured in the campus by adopting the following

- The entire campus is covered by the compound wall.
- CCTVs surveillance is installed and maintained through 68 CCTV cameras for 24 hours a day.
- Watch and ward for 24 x 7 by security guards.
- Constitution of various committees under prevention, prohibition and redressal Act, 2013.

1. **Counselling**: The expert faculties undertake the counselling to resolve the issues of needy faculty and students.

- Seminars/workshops/guest lectures are regularly organized by the various committees and cells on gender issues, cyber law, women rights, IPR, stress management, youth health, early marriage etc.

1. **Common Rooms:** The Institution has

- Separate common rooms for women faculty and girl students.
- Health care center.
- Ladies hostel
- Accommodation for women staff.
- Sanitary pad burner machines are installed in the women’s hostel for safe disposal.
- Separate gymnasia.

Il these facilities are optimally utilized by Ladies Staff and girl students.

File Description	Document
Link for annual gender sensitization action plan	View Document
Link for specific facilities provided for women in terms of: a. Safety and security b. Counselling c. Common Rooms d. Day care center for young children e. Any other relevant information	View Document

7.1.2 The Institution has facilities for alternate sources of energy and energy conservation measures

1. Solar energy
2. Biogas plant
3. Wheeling to the Grid
4. Sensor-based energy conservation
5. Use of LED bulbs/ power efficient equipment

Response: C. 2 of the above

File Description	Document
Any other relevant information	View Document

7.1.3 Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words)

- Solid waste management
- Liquid waste management
- Biomedical waste management
- E-waste management
- Waste recycling system

- **Hazardous chemicals and radioactive waste management**

Response:

The Institution has an integrated waste management approach which enables the proper utilization of the waste produced and provides economic benefits through scientific waste management system. The waste generated from the classrooms, laboratories, library, administrative office, hostel, gymkhana, canteen and garden is processed suitably for reuse, recycle, extraction of valuables, producing best out of waste, composting, bio gas etc., by using the expertise from the competent faculty, students, waste management agencies through adequate MoUs and collaborations.

- **Solid Waste Management:**

- Separate bins coded with different colors, symbols, images etc., and are placed at various locations to collect variety of segregated solid wastes.
- Vermicompost units are established in the campus for proper disposal of biodegradable waste generated through garden trimming and vegetable waste from the canteen and hostel. The compost generated is utilized for the garden.
- Suitable paper waste is reused by the students for the preparation of artistic materials such as bags, paper flowers, plates etc.
- Used answer scripts, practical records, assignment scripts, field study reports etc. are handed over to the agency, Basava Art, Technical and Recycling Museum, Hubballi for recycling scientifically as per MoU.
- To minimize the generation of paper waste from administrative process, paperless E-management system is adopted through the use of suitable software and technology.
- Use of plastic is banned in the campus to make the campus plastic free zone.

- **Liquid Waste Management:**

- Solvents are extracted from the waste water collected from the laboratories; recycled water is reused for plants in the garden.
- Liquid waste from biology laboratories are treated with bleached and decontaminated before the discharge.
- Waste water collected from canteen, hostel, office etc., are recycled and reused for garden.

- **E-waste management:**

- E- Waste generated from electrical/electronic equipments such as computer, UPS, Invertors, refrigerators, power supplies, batteries etc., are collected from various departments of the Institution and handed over to the agency, Basava Art, Technical and Recycling Museum, Hubballi for the scientific waste management as per MoU.

- **Waste recycling system :**

- Paper waste generated from the campus is collected by external agency for recycling.
- Broken glassware from laboratories is handed over to the agency, Basava Art, Technical and Recycling Museum, Hubballi for recycling scientifically as per MoU.
- Waste water from water filters, distillation units, and coolants is collected, recycled and reused for

plants and cleaning.

- Used plastic bottles, polythene bags, tins, aluminium foils of food packing etc. are collected separately and handed over to the agency, Basava Art, Technical and Recycling Museum, Hubballi for recycling scientifically as per MoU.

- **Hazardous chemicals and radioactive waste management :**

Arrangement is made to collect and dispose the hazardous chemical and radioactive waste generated from department of chemistry, botany and zoology through adequate sinks, pipelines, transported to remote and distant pits.

File Description	Document
Any other relevant information	View Document
Link for Relevant documents like agreements/MoUs with Government and other approved agencies	View Document
Link for Geotagged photographs of the facilities	View Document

7.1.4 Water conservation facilities available in the Institution:

1. Rain water harvesting
2. Borewell /Open well recharge
3. Construction of tanks and bunds
4. Waste water recycling
5. Maintenance of water bodies and distribution system in the campus

Response: A. Any 4 or all of the above

File Description	Document
Any other relevant information	View Document

7.1.5 Green campus initiatives include:

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. Landscaping with trees and plants

Response: A. Any 4 or All of the above

File Description	Document
Various policy documents / decisions circulated for implementation	View Document

7.1.6 Quality audits on environment and energy are regularly undertaken by the Institution and any awards received for such green campus initiatives:

- 1.Green audit
- 2.Energy audit
- 3.Environment audit
- 4.Clean and green campus recognitions / awards
- 5.Beyond the campus environmental promotion activities

Response: B. 3 of the above

File Description	Document
Reports on environment and energy audits submitted by the auditing agency	View Document
Link for any other relevant information	View Document

7.1.7 The Institution has disabled-friendly, barrier free environment

- 1.Built environment with ramps/lifts for easy access to classrooms.
- 2.Divyangjan friendly washrooms
- 3.Signage including tactile path, lights, display boards and signposts
- 4.Assistive technology and facilities for Divyangjan accessible website, screen-reading software, mechanized equipment
- 5.Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

Response: B. 3 of the above

File Description	Document
Policy documents and information brochures on the support to be provided	View Document
Any other relevant information	View Document

7.1.8 Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 500 words).

Response:

The Institution has a friendly, healthy inclusive environment to practice tolerance and harmony, to design and formulate various initiatives and activities on traditional, cultural, sports, regional, linguistic, communal, socioeconomic etc. to achieve the motto of “*Unity and Integrity in Diversity*”.

The various Committees, Cells, Associations, Departments such as College union/forum, College gymkhana, ladies association, women empowerment cell, NSS, NCC, Youth Red Cross, Red Ribbon, language departments prepare, formulate and conduct the various relevant activities such as intercollegiate, university level and zonal sports meet, singing, fancy dress, fireless cooking, folk dance, rangoli, mehendi, hairdo, Matrubhasa divas, literary work of Sri Kanakadas and Sri Kuvempu, ethnic day, traditional day, cultural day etc.

The following are the details of various activities/programs conducted/participated by the Institution during the last five years:

- **Inter District cultural fest:** The Institution has organized Inter District Cultural fest for two days, the students from our Institution took part in various cultural activities and bagged the “General Champion Award”.
- **State level cultural fest :** The students of our Institution participated in two state level cultural fest organized at Kuvempu Yuva Vedike, Mysore, B V Bellubbi Degree College, Savadatti and bagged many prizes.
- **University level Youth fest:** The students of our Institution participated in University level youth fest organized at Tambakada Degree College, Hirekerur and bagged many prizes.
- **Annual Sports meet**

The Institution organizes inter discipline, inter collegiate and university level sports activities apart from annual sports meet every year. The following are some of the activities conducted.

- **University zonal level sports meet**
 - Handball tournament
 - Table Tennis tournament
 - Basket ball tournament
- **Cultural competitions for girls**

The Women Empowerment Cell conducts cultural programs for girl students like

- Cooking competition
- Best out of waste
- Fancy dress competition
- Rangoli
- Mehendi
- Hairdo
- **Linguistic Diversity**

Literary forum organizes seminars and extension activities on literary work of famous writers.

- A special lecture on “Kuvempu’s contribution towards Kannada literature in Karnataka” was organized to spread the literary work of Kuvempu among young students.
- Matrubhasa divas is organized jointly by all the language Departments every year to celebrate and promote the acceptance and use of one’s mother language.
- **Socio economic sample survey**

The Department of Economics and Geography conducted survey on issues and challenges faced by villagers and the requirement of basic facilities, in the nearby villages. After collecting the required data, analysis is performed and a brief report is submitted to the concerned government authorities.

- The Department of Economics conducted an awareness program in villages on Farmers Suicide and Loan facilities by government.

Science experiments for school students

- Experiments are demonstrated by Department of Physics, Chemistry, Botany and Zoology to the students of nearby schools enabling them to have a practical knowledge on the understanding of various concepts and theories.
- Department of Mathematics conducted regular seminars on Origami and Learning mathematics with fun to enrich the students to have an interest towards numbers.

Health checkup camps

- The NSS Units conduct special camp on Health and Eye checkup regularly at nearby villages to facilitate the villagers.

- **Digitalization**

The Departments of Commerce, Computer Applications and Economics organized programs on GST, UPI payment apps and Computer literacy in rural villages to facilitate them with the knowledge of digitalization and technology.

File Description	Document
Link for supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View Document

7.1.9 Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).

Response:

The Institution organizes various activities and events to inculcate the constitutional rights, values, and duties, responsibilities among the staff and students for being responsible citizens. The students and faculty learn and practice the constitutional obligations such as values, rights, duties and responsibilities which are embedded in the subjects namely, Indian constitution, Environmental studies, Personality development and communication skills (PDCS) offered as compulsory subjects in UG curriculum.

The various committees, cells, associations, departments, clubs, NSS, NCC, Bharat Scouts and Guides, gymkhana prepare an action plan including the details such as the type of the program, the date and time schedule, personnel/guest to be invited to organize the various activities such as workshops, seminars, conference, camps, skits, awareness programmes under the leadership of Head of the Institution and IQAC in addition to curriculum.

Values and Rights: The following activities are organized periodically

- Constitutional Day is celebrated on 26th November every year to understand and practice constitutional framework, Rights of a citizen, principles of political theory.
- Voter's day is celebrated on 25th January every year to demonstrate and create awareness in respect of the rights, importance, responsibilities of the citizens.

Duties and Responsibilities: The following activities are organized to practice and realize the duties and responsibilities

- Swachch Bharat cleanness program
- Institution under the banner of "Swachch Bharat Abhiyan" a scheme from central government, identified five nearby villages to survey and address the local challenges in the way of progress, development and conveyance then to prepare and implement the possible solution involving the local stakeholders.
- Blood group detection and blood donation camp
- Institution organizes the camps to detect the blood groups, to collect the blood samples from the faculty and students and then arranged to preserve the blood in the blood banks for the emergence use of needy faculty, students and public in case of incidents and accidents.
- Health checkup for faculty and girl students
- To create awareness, status of health of individual students and faculty health checkup camps are arranged by taking the services from the faculty of local hospitals.

- Plastic prohibition and Save earth campaign
- Plastic prohibition campaign and rally are organized by the Institution to create awareness, to prevent the use of plastic by the students, faculty and public in and around the campus.
- Distribution of bed sheets, clothes and basic food items for flood relief
- Institution organizes the activities to distribute the essential materials such as bed sheets, clothes and basic food items to the victims of the flood in the neighborhood area.
- Legal awareness program
- To promote the healthy and friendly environment, to prevent antisocial activities, to create awareness of legal implications, complications amongst the students and faculty, legal awareness programs are arranged in and around the campus by various association and cells.
- Covid-19 testing for teaching and non-teaching staff of the College
- As it is essential to take precautionary measures to prevent the spread of Covid-19 pandemic in and around the campus Covid-19 testing program is arranged for the faculty and students of the Institution.
- Covid-19 Vaccination drive.
- The Institution has organized covid-19 vaccination drive for the student and faculty as it is mandatory to get vaccinated to attend the offline activities of the Institution in the campus.

File Description	Document
Link for details of activities that inculcate values necessary to render students in to responsible citizens	View Document
Link for any other relevant information	View Document

7.1.10 The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.

- 1. The Code of Conduct is displayed on the website**
- 2. There is a committee to monitor adherence to the Code of Conduct**
- 3. Institution organizes professional ethics programmes for students, teachers, administrators and other staff**
- 4. Annual awareness programmes on Code of Conduct are organized**

Response: B. 3 of the above

File Description	Document
Details of the monitoring committee composition and minutes of the committee meeting number of programmes organized reports on the various programs etc in support of the claims	View Document
Code of ethics policy document	View Document

7.1.11 Institution celebrates / organizes national and international commemorative days, events and festivals (within 500 words).

Response:

The enthusiastic faculty and students of the Institution celebrate / organize national, International commemorative days, events and festivals of the great Indian personalities such as Mahatma Gandhi, Jawaharlal Nehru, Sardar Vallabhbhai Patel, Dr. B. R. Ambedkar, Basava Jayanti, Independence Day, Republic day, Teachers' day, National Science Day etc. every year to practice and inculcate patriotism, vision, scientific temper, unity and integrity, social justice and equality etc., through public address system.

- **World Environment Day** – It is celebrated on 05th of June every year to create environmental awareness such as threat to the environment due to rising pollution levels, climate change, global warming and conservation of the natural resources - water, forest, soil, air, etc. The Institution also organizes the activities such as plantation of saplings, rallies, campaigns, competitions, guest lectures, seminars etc., on this occasion.
- **International Yoga Day** – It is celebrated on 21st June every year to create awareness in respect of physical, mental health to lead peaceful, comfort and contented life. The experts from Yoga field demonstrate various Yogasana to the faculty and students.
- **Independence Day**-with solemnity, respect and patriotism by hoisting the National Flag followed by National Anthem, oath taking ceremony by NCC Cadets, Bharat Scouts and Guides, students and faculty, address by Head of the Institution.
- **Teacher's Day** -It is celebrated on 05th of September every year by the students on the occasion of birth anniversary of Shri. Sarvepalli Radhakrishnan, former President of India in the remembrance of selfless, dedicated services rendered to the development of nation.
- **NSS Day**- The day is celebrated on 24th September every year by NSS unit on occasion of the NSS launch anniversary. The day is celebrated by spreading the history and importance of social service for the upliftment of the society by lending hands.
- **Gandhi Jayanti**- The day is celebrated on October 2nd every year to commemorate the birth anniversary of Mahatma Gandhi to practice and inculcate Gandhian philosophy, thoughts and ideas. The day is also celebrated as International Day of Nonviolence.
- **National Unity Day**- The day is popularly known as Rashtriya Ekta Diwas. 31st of October every year is celebrated as National Unity Day to mark the birth anniversary of Iron Man of India- Sardar Vallabhbhai Patel.
- **KLE Society's Founders Day**- On 13th of November every year, the College celebrates KLE Society's Founders Day, in the honor of 7 Founders (Saptharishis) of the society who selflessly contributed to the birth and establishment of the KLE society

- **NCC Day**- To groom the youth of the country to be disciplined, responsible and patriotic citizens, and the NCC unit of the Institution celebrates NCC day on 04th Sunday of November every year. The Institution also organizes blood donation camps and social development programs.
- **Lingaraj Jayanti** - On 10th January of every year 'Tyagaveer Shirasangi Lingaraj Desai' jayanti is celebrated in the memory of the great contribution made in the form of finance, wealth, moral support and services to the development of KLE Society.
- **Republic Day** - It is celebrated on 26th January every year to remember and celebrate the day of enforcement of constitution to republic India.

National Science Day- It is celebrated on 28th February every year to mark the discovery of "Raman Effect" by Indian Nobel Laureate Sir. C.V. Raman.

File Description	Document
Link for Geotagged photographs of some of the events	View Document
Link for any other relevant information	View Document
Link for Annual report of the celebrations and commemorative events for the last five years	View Document

7.2 Best Practices

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

Response:

Best Practice-I :

1. Title of the Practice: Do and Learn

The Institution believes strongly in adopting the theme of activity based teaching, learning process which facilitates the process of identifying, defining, classifying, describing, the basic concepts and then applying using the adequate information, executing, implementing, demonstrating, interpreting in a new real time situations and then carrying-out the critical analysis through differentiating, relating, comparing, distinguishing, experimenting, questioning, testing and then drawing the connections among the ideas and then evaluating through adequate justification based on the facts and figures and then adopting the creativity in an innovative way practicing leadership qualities, team work, organizational behavior, ethics, values, social responsibility, through designing, assembling, constructing, developing, formulating and innovative investigating to produce the new or original work/solutions to resolve the real life challenges and burning issues and accordingly a strategic plan was prepared under the able guidance of IQAC Coordinator, Head of the Institution, to organize various activities well in advance before the commencement of each academic year and then implementing through various activities such as

- Seminars

- Quizzes
- Group Discussions
- Competitions – Best out of waste, Rangoli, Mehendi, Green art, etc
- Extension activities
- Placement and career guidance
- Budget, stock market live sessions- Analysis, interpretation, impact prediction
- Student research projects.
- ICT teaching and learning
- Brain storming sessions
- Industrial Visits and study tours
- Short movies
- Exhibitions and fest – cultural fest, technical fest, fun week (BCA)

1. Objectives of the Practice:

To provide an ample opportunity for the students to practice the skills such as communication, presentation, content development etc.

- To identify, analyze, interpret and nurture the creativity.
- To groom leadership qualities, team work, coordination etc.
- To demonstrate to gain the ability to resolve real time issues.
- To learn to apply suitable scientific methods to resolve the issues.
- To practice the skills to use technology and its applications.
- To learn to facilitate, to evolve the innovative ideas.
- To provide platform for experiential learning.
- To demonstrate the values, principles, concepts, tradition and culture.

1. The Context

The Institution is committed to inculcate the various skills, proficiencies that are needed to shape the career of the students by gaining adequate knowledge, competency through hands on training to transform them to be the responsible citizens. The Institution facilitates the students to organize various activities, to practice experiential learning, to address many challenging issues such as poverty, social/gender inequality, unemployment, malnutrition, intolerance, illiteracy, corruption, regional/socio - economic disparities, health, hygienic issues, attainment of basic needs such as water, sanitation, power, transport, education and also the challenges faced by the majority of the farmers such as drastic variations in weather, climatic conditions (draught or flood), natural calamities, unscientific system of marketing of agricultural products leading to economic crises, supply of essential commodities such as fertilizer, seeds, pesticides, etc. The institution addresses and promotes the younger generation to develop and practice curiosity, interest, enthusiasm, empowerment in all the walks of life.

1. The Practice

The Institution facilitates to prepare, analyze, implement, and evaluate the strategic action plan of the

activities for the entire academic year under the able guidance of the Head of the Institution and IQAC Coordinator focusing on the Vision, Mission and Objectives of the Institution. Further, the various activities planned in accordance with the strategic action plan are assigned to various Departments, Units, Cells, Associations, and Clubs for execution and implementation in tune with the calendar of events of the Institution/Departments. For further sustenance and enhancement of the quality of the activities, feedback is collected from all the stakeholders, analyzed, interpreted, evaluated and then corrective measures are implemented accordingly. The important activities include the following.

- Seminars

An ample opportunity is provided for the students to practice “**Do and Learn**” by participating and presenting papers, posters, talk on relevant topics and subjects during the organization of national/state/regional/class seminars.

- Quiz Competition

To inculcate the art of questioning, answering and to arrive at the conclusions/solutions, the students are encouraged to participate in various quiz competitions organized by various Departments, Cells on various topics.

- Group Discussion

To practice the skill of presentation, justification, interaction, summarizing, team leading etc. group discussions are organized for the students on various relevant topics /issues.

- Competitions

To nourish various hidden talents, the following competitions are organized for the students

- Best out of waste
- Rangoli
- Mehendi
- Green art
- Fireless cooking
- Hair do
- Painting

- Extension activities

To facilitate the community to acquire the knowledge, skill, awareness and to promote the youth to inculcate the various techniques to resolve, address the various issues and challenges.

- Placement and career guidance

The students are encouraged to participate in various activities organized by Placement and Career Guidance Cell of the Institution to acquire the adequate competency to choose/pursue the career of their choice.

- Budget, stock market live sessions-

The students from commerce faculty participate in the study of budget, stock market live sessions and practice the skill of analysis, interpretation and impact prediction.

- Student research projects.

The students are encouraged to practice the scientific research methodology by undertaking the various research projects guided by the faculty of the various departments.

- ICT teaching and learning

To inculcate the art of presentation with the help of modern ICT tool, digital equipments the students are encouraged to participate in ICT based teaching and learning process.

- Brain storming sessions

To inculcate the skill and art of addressing the issues by collecting the adequate data from various related stakeholders, many brain storming sessions are organized for the students.

- Industrial visits and study tours

To promote the learning by hands on training, the students are encouraged to participate in various industrial visits and study tours organized by the Institution.

- Short movies

To practice and inculcate the skill of using digital and electronic gadgets in understanding the various concepts the students are encouraged to participate in the creation of short movies.

- Exhibitions and fest

The various exhibitions, cultural, technical fests and fun week are organized for the students to recognize and identify the hidden potential.

1. Evidence of Success

The various activities are organized by the Institution have been extremely successful in achieving the expected targets, benchmarks that can be observed / witnessed among the students in the form of attitude, mindset, participation, involvement and the overall transformation. The following are the few evidence of success.

- Students participated in the cleaning process of entire campus of the Institution, KSRTC bus terminal of Haveri city and Railway station.
- Students organized various rallies such as
 - Traffic awareness
 - Right to Vote
 - Save Water and Save Earth
 - Prevention of AIDS
 - Ban on Plastic
 - Covid - 19 awareness and Safety
 - Sadhbhavana rally
 - Legal awareness rally
 - Cycle Expedition for World Peace and Harmony
 - Swachchata Pakhwada
 - Save Girl child and Female feticide.
- Students participated in blood donation camps.
- The students participated in the distribution of medicine, food and clothes to flood victims.
- The NSS volunteers bagged Best NSS volunteer award by KUD.
- Bagged Best NSS Units award by KUD.
- Bagged various awards in cultural, traditional, fests and competitions.
- Many students got selected in the campus drives.
- The students demonstrated the design of robotics to distribute the medicines to Covid 19 patients.

1. Problems Encountered and Resources Required

Sl. No	Problems Encountered	Resources required
1.	Lack of time	Time slot must be made available in the curriculum / calendar of events by parent university.
2.	No credits	Need to include social services as a compulsory course in the curriculum
3.	More number of faculty to monitor / implement.	Additional faculty must be made available to execute the activities.
4.	Financial constraints	Need to generate financial resources. Need to initiate more number of collaborations.
5.	Covid 19 Pandemic	Need to find alternatives such as video conference, virtual meetings etc.
6.	Lack of involvement of community	Need to create awareness
7.	Lack of resources	Need to plan to facilitate the resources.

Best Practice-II

1. Title of the Practice: Go Green and Practice Green

The Institution is very much committed to design, practice, implement and campaign all sorts of activities which support and promote the tagline “*Nurture the Nature for the Better Present & Future*”. To create a sustainable eco friendly environment in and around the campus, the IQAC coordinator under the able

guidance of Head of the Institution design, assign various activities to various Departments and Cells at the beginning of each academic year so that the respective departments carry out the activities to achieve the expected milestones.

1. Objectives of the Practice:

- To create awareness amongst the young minds, the need of creation of sustainable, healthy and eco friendly environment not only in the campus but also in the universe.
- To identify, analyze, interpret the causes that damage the natural environment, the threat posed by the modern industrialization, civilization, urbanization, negligence and carelessness of the modern society.
- To design appropriate possible solutions to beat all issues and challenges and to create conservation of sustained environment.
- To inculcate to practice the optimum use of natural resources
- To practice appropriate management system for the various kinds of wastes generated.

1. The Context

The Institution is well aware of the effects/impact of misuse of all natural resources and environment such as global warming, Ozone depletion, tsunami, flood, drought, pollution, pandemic of diseases, infertility of land and soil etc. Further, the Institution owes the responsibility of active and timely participation in all such of the activities which develop, promote and sustain the glory of the rich environment. In this context, the students of the Institution can be trained, guided, facilitated to take active role in bringing the transformation among the younger generation, the Community, Administrators, political and power houses to involve actively in the measures to be adopted that are very much essential to check the further damages to the greenery environment and then to create sustainable healthy environment through the implementation of various activities such as plantation of saplings, landscaping and gardening, vermicompost, rain water harvesting, water conservation, plastic free campus and presenting saplings to the guest.

1. The Practice

The Institution facilitates to design, implement, and evaluate the strategic action plan of the activities for the entire academic year under the able guidance of the Head of the Institution and IQAC Coordinator focusing on the theme of “*Nurture the Nature for the Better Present & Future*”. Further, the various activities planned in accordance with the strategic action plan are assigned to Department of Botany, NSS/NCC/ Scouts and Guides Units and Eco club for execution, implementation. The important activities include the following.

- **Plantation of saplings:** On the occasion of “**World Environment Day**” and “**World Ozone Day**” saplings are planted in and around the campus to increase the greenery of the environment.
- **Me and my plant:** Each and every student from the department of Botany of the Institution adopts the selected plants in the medicinal plant garden to nurture the healthy growth of the plants.
- **Medicinal plants:** The department of botany takes a special care in the creation of medicinal plant

garden to create the awareness of the medicinal use and applications of medicinal plants for the treatment of various disorders and diseases.

- **Landscaping and gardening:** To train the students in the art of landscaping and gardening the faculty of department of botany undertakes the work of landscaping and gardening in the campus.
- **Vermicompost:** To inculcate the practice of the management of biodegradable waste generated in the campus the units of vermicompost are established and maintained in the campus.
- **Bio gas:** To train the students in the process of generation of bio gas with the help of the waste generated in the campus and then the proper usage of the bio gas generated to conserve the non renewable energy sources.
- **Water Conservation:** To learn and practice the optimum use of natural water resources and its conservation, the Institution has initiated proper water management, rain water harvesting unit, bore-well recharging, tank bunds and management of waste water for gardening.
- **Solar panels:** To demonstrate the use of non-renewable energy sources, solar panels are installed at various places in the campus which in turn reduces the electricity bill.
- **Plastic free campus:** The Institution has banned the use of plastic in the campus and organizes various camps and rallies to create awareness in respect of hazardous effects of the use of plastics.
- **No vehicle day:** The Institution has initiated “No vehicle day” on every Wednesday to reduce the emission of CO to minimize the air pollution.
- **Presenting saplings to the guest:** Institution adopts the practice of presenting the saplings to the guests of the Institution to create and promote the awareness of plantation.
- In the support of “**Go Green and Green Practices**” the Institution organizes/practices webinars Green audit, Less paper practices, Transitional land, Social forestry, Apiculture, Shade house, etc.
- It was bit challenging to take care of the plants on day to day basis, and to implement the above said activities as per the schedule because of Covid -19 pandemic, as one needed to follow the SOP

during the implementation of lockdown, curfew and ban on all the activities.

1. Evidence of Success

The Institution is proud to state and witness that as a result of successful implementation of the best practice **“Go green and Practice Green”** the entire campus of the Institution is full of greenery comprising of medicinal plant garden, lawn, herbs, shrubs, climbers and trees. Further, an area to tune of five acres is full of social forest and in between the plants a commercial crop of maize is cultivated as an intercrop and generated revenue of Rs.60, 000 to 70,000 per academic year.

The younger generation adopted the mindset to use the vermicompost to cultivate the various, plants, crops and witnessed the advantages, benefits gained against the use of chemical fertilizers and practicing organic farming.

The faculty and the students conveyed a clear message to the community on how best the bio gas could be generated with animal dung and gas could be used for the day to day cooking which in turn reduced the energy bill.

By practicing **“No Vehicle Day”** in the campus, the faculty and students witnessed reduction in the fuel consumption and emission of hazardous gases, a threat to the environment. Further, many students started the use of bicycles in place of their fuel consuming vehicles.

1. Problems Encountered and Resources Required

SI No	Problems Encountered	Resources Required
1.	Shortage of water resources during summer	Recycling of waste water generated in reuse.
2.	Lack of skilled gardeners	Plan to get the training in gardening Institutions.
3.	Carelessness, lack of interest, enthusiasm, curiosity	Plan to organize more number of aware around the campus
4.	Challenge to spare time in the hectic schedule of semester academic activities.	The faculty and students were facilitated on Sundays and holidays.
5.	The cost of investment for solar panels is on higher side.	The community is facilitated to get the facilities, subsidies available from government organizations.
6.	It is very hard to eradicate the usage of plastics in the campus completely.	Created awareness amongst the students to use alternate bio degradable materials such as jute etc.
7.	It is a big challenge to adopt complete paperless administration	Encouraged to use appropriate software

in the Institution.		gadgets.	
File Description		Document	
Link for any other relevant information		View Document	
Link for Best practices in the Institutional web site		View Document	

7.3 Institutional Distinctiveness

7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

Vision

To become a source of enlightenment and empowerment for the seekers of knowledge

Mission

To motivate the students to be socially responsible, productive and useful citizens of the global world

Distinctiveness of the Institution: “Campus to Community”

The Institution was established in the Year 1963 and located on Pune - Bangalore highway to cater the educational needs of the students of local and surrounding rural places. The Institution facilitates excellent infrastructure built in the campus area of 29 acres, most suitable for teaching-learning process, skill development, creativity, innovation, application for real life challenges and issues, career progression in higher education. The Institution is committed to create sustainable, eco-friendly environment in and around the campus to develop socioeconomic growth, to inculcate the values, social responsibility focusing on the Vision, Mission and Goal of the Institution.

The Institution plays a very pivotal role in transforming the younger generation to develop knowledge, capability, Creativity, innovation, skill, values, ethics, social responsibility, and team work, leadership qualities to lead, to facilitate peaceful, happy and prosperous life which is a unique distinctiveness of the Institution that is “**Campus to Community**”.

“**Campus to Community**” is an initiative of the Institution to Institutionalize the “transformation of the youth” is an integral part of the functioning of the Institution. This initiative has the following objectives.

- To support Unnath Bharat Abhiyana (UBA)

- To identify, analyze, interpret the real life challenges
- To facilitate to implement the best possible solution by adopting innovation and creativity
- To practice the values, ethics, social responsibility and tolerance
- To create and to promote the awareness, unity and integrity, woman empowerment and gender equality
- To create an awareness to eradicate social evils like ragging, sexual harassment, social abuse, use of tobacco, drugs etc.
- To campaign for the good health, Yoga, Sports, well being, cleanliness.
- To promote green campus, traditional medicinal plants, eco-friendly environment
- To promote traditional and cultural values
- To create an awareness, to practice honesty, punctuality, discipline, dedication etc.

The performance and achievement of the Institution in this aspect is distinctive

1. Adopting villages

To create a unique opportunity for the students to test, to demonstrate the problem solving techniques such as identifying, analyzing, interpreting, finding solutions, implementation and adopting etc. for the real life challenges and issues, the Institution has facilitated to adopt the nearby five villages namely Bhukodihalli, Venkatapura, Varadahalli, Halasur and Yethnahalli.

The Head of the Institution under the able guidance of IQAC Coordinator formulate the committees and strategic plans to survey the above said villages in association with local leaders, students to identify the burning issues, problems that the population of a particular village is facing, such as water supply, electricity, transport facility, conveyance, cleanliness, drainage system, toilets and washrooms, health centers etc.

The committees are formed to analyze, interpret the issues and to come out with best possible solutions along with strategic plans for the time bound implementation. The report of the committee is submitted to the concerned authorities to initiate the action plan to resolve the issues.

We have participated actively under UBA, a program from MHRD, Government of India from the academic year 2019-20 to resolve the burning issues of the above said five adopted villages.

1. Swachh Bharat Abhiyan

The NCC cadets, NSS volunteers, students and faculty participated in various activities, Rallies in respect of Swachh Bharat Abhiyan at various locations such as nearby Villages, KSRTC Bus terminal, Railway Station, District Hospital etc. demonstrated the process of cleanliness, created the awareness, importance of healthy and hygienic environment to lead sustained quality life.

1. NSS Camps

In collaboration with the parent university the NSS units organize Special camps at nearby villages yearly to facilitate the students and community to practice, to communicate the following.

- Awareness of cleanliness, hygienic environment.
- Use of washrooms and toilets especially for women community.
- Conservation and optimum use of water resources.
- Awareness of government schemes and facilities.
- Awareness in respect of financial assistance from financial, commercial Institutions.
- Maintenance of roads, gutters and drainage system of the villages.
- Organizing skits, street play and drama on traditional, cultural and folk activities to pass adequate messages.

The NSS units, officers, volunteers bagged the various awards and recognitions.

- NSS units-best NSS unit award (2018-19, by Government of India)
- Best NSS volunteers (2018-19, 2019-20 awarded by KUD)
- Best NSS program officer (2018-19 awarded by KUD)

1. Extension activities

The various departments, cells, NSS, NCC units, YRC, organize various extension activities and outreach programs at nearby locations and Institutions

1. Health checkup camps

The various cells, NSS, NCC units, YRC, organize the camps like health checkup, eye checkup, blood group detection and donation, Covid-19 testing, Covid-19 safety and awareness rallies, Vaccination in the Institution and nearby villages.

1. Contribution to Prime Minister's National Relief Fund, distribution of food packets, medicine, clothes to the flood victims,

To inculcate and practice the sympathy, empathy, social values and responsibilities, the Institution facilitates the students and faculty to organize the following activities.

- Collection and contribution to various natural disasters relief fund for example, flood- landslides, Covid 19 etc.
- Distribution of
 - Medicines to the needy patients, poor population of the nearby community
 - Food and clothes to the flood victims
 - Blankets, clothes to the needy and old age homes
 - Books, pens, pencils etc to the poor students of nearby Institutions.

1. Rallies to create awareness

The faculty, students, NSS, NCC, Cells of the Institution organize various rallies to create awareness in respect of the following.

- Road Safety measures
- Traffic awareness
- Right to Vote
- Save Water and Save Earth
- Prevention of AIDS
- Ban on Plastic
- Covid - 19 awareness and Safety
- Sadhbhavana rally
- Legal awareness rally
- Cycle Expedition for World Peace and Harmony
- Swachchata Pakhwada
- Save Girl child and Female foeticide.

1. Vermicompost

The Department of Zoology facilitates the students and faculty the importance of the use of Vermicompost for various activities such as plantation, gardening, farming etc.

1. Greenery Campus

The Department of Botany facilitates the students and faculty to create sustainable greenery in the campus by landscaping, lawns, medicinal plants and gardening.

1. Business Laboratory

The Department of Commerce facilitates the faculty and students to get awareness and updated knowledge by organizing the display of streaming of live stock market, live broadcast of budget sessions of parliament and assembly.

1. Audit practice: The Institution has tradition of assessing its performance by conducting various audits such as green, finance, energy and gender on regular basis.

File Description	Document
Link for any other relevant information	View Document
Link for appropriate web in the Institutional website	View Document

NAAC

5. CONCLUSION

Additional Information :

Assuring a holistic development, the institution ever remains unique in its perception of the growing demands of the society. Besides providing a theoretical base, the college paves way for practical and humanistic approach to teaching and learning. The pedagogical practices have been getting re-defined for more than five decades, thus creating an effective work force.

Concluding Remarks :

Gaining momentum from the present pace of activities, policies, programmes and ably backed by the criterion wise inputs, the institution is geared for the third cycle of assessment and accreditation by NAAC. This itself is an indication that the institution is firmly aligned on the wheels of progress and development.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
2.1.2	<p>Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (exclusive of supernumerary seats)</p> <p>2.1.2.1. Number of actual students admitted from the reserved categories year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>865</td> <td>894</td> <td>846</td> <td>754</td> <td>637</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>223</td> <td>338</td> <td>307</td> <td>285</td> <td>212</td> </tr> </tbody> </table> <p>Remark : DVV has made the changes as per shared report of actual students admitted from the reserved categories by HEI.</p>	2020-21	2019-20	2018-19	2017-18	2016-17	865	894	846	754	637	2020-21	2019-20	2018-19	2017-18	2016-17	223	338	307	285	212
2020-21	2019-20	2018-19	2017-18	2016-17																	
865	894	846	754	637																	
2020-21	2019-20	2018-19	2017-18	2016-17																	
223	338	307	285	212																	
2.4.3	<p>Average teaching experience of full time teachers in the same institution (Data for the latest completed academic year in number of years)</p> <p>2.4.3.1. Total experience of full-time teachers</p> <p>Answer before DVV Verification : 389</p> <p>Answer after DVV Verification: 388</p> <p>Remark : DVV has made the changes as per shared report of mentor list by HEI.</p>																				
3.4.2	<p>Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years</p> <p>3.4.2.1. Total number of awards and recognition received for extension activities from Government/ Government recognised bodies year-wise during the last five years.</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>0</td> <td>2</td> <td>2</td> <td>1</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	2020-21	2019-20	2018-19	2017-18	2016-17	1	0	2	2	1	2020-21	2019-20	2018-19	2017-18	2016-17					
2020-21	2019-20	2018-19	2017-18	2016-17																	
1	0	2	2	1																	
2020-21	2019-20	2018-19	2017-18	2016-17																	

0	0	0	0	0
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Remark : DVV has not consider certificate of appreciation by HEI.

4.2.4 Percentage per day usage of library by teachers and students (foot falls and login data for online access) during the latest completed academic year

4.2.4.1. Number of teachers and students using library per day over last one year

Answer before DVV Verification : 107

Answer after DVV Verification: 21

Remark : DVV has made the changes as per average of teacher and students using library per day on (dates) as per SOP.

5.1.5 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

1. **Implementation of guidelines of statutory/regulatory bodies**
2. **Organisation wide awareness and undertakings on policies with zero tolerance**
3. **Mechanisms for submission of online/offline students' grievances**
4. **Timely redressal of the grievances through appropriate committees**

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: B. 3 of the above

Remark : DVV has considered B. 3 of the above as per shared by HEI.

5.4.2 Alumni contribution during the last five years (INR in lakhs)

Answer before DVV Verification : A. ? 5 Lakhs

Answer After DVV Verification: E. <1 Lakhs

Remark : This metric is opted out.

7.1.2 The Institution has facilities for alternate sources of energy and energy conservation measures

1. **Solar energy**
2. **Biogas plant**
3. **Wheeling to the Grid**
4. **Sensor-based energy conservation**
5. **Use of LED bulbs/ power efficient equipment**

Answer before DVV Verification : B. 3 of the above

Answer After DVV Verification: C. 2 of the above

Remark : DVV has considered C. 2 of the above as per shared report by HEI.

7.1.6	<p>Quality audits on environment and energy are regularly undertaken by the Institution and any awards received for such green campus initiatives:</p> <ol style="list-style-type: none"> 1. Green audit 2. Energy audit 3. Environment audit 4. Clean and green campus recognitions / awards 5. Beyond the campus environmental promotion activities <p>Answer before DVV Verification : A. Any 4 or all of the above Answer After DVV Verification: B. 3 of the above Remark : DVV has considered B. 3 of the above as per shared report by HEI.</p>
7.1.10	<p>The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.</p> <ol style="list-style-type: none"> 1. The Code of Conduct is displayed on the website 2. There is a committee to monitor adherence to the Code of Conduct 3. Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized <p>Answer before DVV Verification : A. All of the above Answer After DVV Verification: B. 3 of the above Remark : DVV has considered B. 3 of the above as per shared report by HEI.</p>

2.Extended Profile Deviations

ID	Extended Questions																				
1.2	<p>Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during last five years</p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="196 1473 986 1585"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>1223</td> <td>1188</td> <td>1138</td> <td>1108</td> <td>1093</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1" data-bbox="196 1664 986 1776"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>296</td> <td>342</td> <td>344</td> <td>324</td> <td>258</td> </tr> </tbody> </table>	2020-21	2019-20	2018-19	2017-18	2016-17	1223	1188	1138	1108	1093	2020-21	2019-20	2018-19	2017-18	2016-17	296	342	344	324	258
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