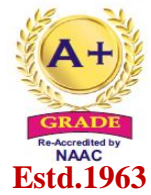




KLE Society's
S. Nijalinagappa College
Rajajinagar, Bengaluru-10
College with Potential for Excellence Phase – II



Reaccredited by NAAC at A⁺ with CGPA 3.53

ACADEMIC AND ADMINISTRATIVE AUDIT



2019-20

PROFILE OF THE COLLEGE

S.Nijalingappa College is a prestigious institution of KLE Society, Belagavi established in the year 1963 located at prime area of Rajajinagar, Bengaluru, Karnataka. The college is under the management of over-centenary celebrated KLE Society, Belagavi. The institution is catering the higher education in multidisciplinary areas providing values, need based and career oriented education to create self-reliant global citizens. The college has been re-accredited by **NAAC at A⁺ gradewith 3.53 CGPA and** awarded with**CPEPhase-II**status.

The college offers choice based programmes and combinations to implement the institutional goals and objectives. The college is providing higher education and research facilities in Basic Science, Commerce, Computer Applications, Business Management, Hotel Management, Fashion and Apparel Designing, Tourism, Journalism, Economics, Political Science and Literature. The research center of the commerce department has been recognized by the Bengaluru Central University to guide the PhD students.

The IQAC designs the roadmap and academic initiatives to establish quality benchmarks with equity, access and excel.The college has adopted innovative pedagogy to meet the global teaching and learning process. Though the college is affiliated to Bengaluru Central University, provides 21 certificate and 17 value added courses to develop student employable skills.

The main library along with departmental libraries possessing adequate Reference Books, e-Books, Journals, periodicals, Digital Database with Library automation satisfy the reading culture of faculty and students.

The state of the art laboratories, Language lab, AV studio, business lab, computer labs, and ICT enabled classrooms in lush green campus facilitates the thirsty minds of learners. Sports complex, health centre, student career guidance and placement cell, mentor-mentee system, student council, dental clinic, cafeteria, bank, auditoriums and open air theatre facilitates the students for comfortable activities of curricular, co-curricular and extracurricular.

The college organizes several self-funded seminars, conference, workshops, guest lectures, FDP, industrial and field visits to enhance the global level competency among students and faculty. To enhance applicable research and student placement, the college collaborated with premier research institutes, corporate, industries, NGO and Government organizations.

Faculty and students actively involved in research presenting their findings in national and international conferences, seminars and symposiums. Further the original research outputs are published in national & international peer-review journals. Experienced Faculty extend their expertise to other academic organizations for research, consultancy and accreditation process.

The college extends its social concern by organizing social awareness rallies, health camps, blood grouping and donations, popularization of basic science and government schemes in outreach areas.

About Academic and Administrative Audit

The purpose of the Academic and Administrative Audit is to evaluate the performance of the various departments of Institution and give suggestions for further improvement of the quality of teaching, research, administration, curricular and extra-curricular activities.

Objectives:-

- Understand the existing system and assess the strengths and weaknesses of the Departments and Administrative Units
- Identify the bottlenecks in the existing academic and administrative mechanisms
- Monitor the optimal utilization of resources
- Design effective teaching-learning processes and student assessments
- Analyze feedback, compliances and recommendations by LGB- KLE Society's Belagavi, NAAC, LIC of parent university and other academic bodies
- Assure quality education by implementing academic and co-curricular activities
- Implement academic and administrative reforms
- Evaluate Course and Program Outcomes

Methodology:-

The institution has IQAC to frame guidelines and strategies to conduct and review activities at various departments in the institution.

The following standard methodology for the assessment and implementation of internal quality assurance:-

- Data Collection: The data has been collected from departments, placement cell, office, library, Sports, NCC, NSS, YRS, Scouts, Associations, Employers and Stakeholders.
- SWOC Analysis of various departments.
- Evaluation of calendar of academic events by analyzing action taken report.
- Accountability and involvement of teaching and non-teaching faculty in academic and administrative activities by feedback analysis.
- The measures taken to design curriculum of certificate and value added courses.
- Effective implementation of curriculum, pedagogy, learning outcome and progression.

- Use of ICT based teaching & learning methods.
- Skill development and personality development programmes for faculty and students.
- Mentor and mentee system, introduction of remedial classes, bridge courses and guidance for academic and competitive examinations.
- Faculty Development Programme organized by the various departments.
- Research outcome in the form of project, presentations, publications and patents.
- Future plans and vision 2020.
- Verification of departmental evaluation reports through internal committee
- The outcome of AAA placed before IQAC & Local Governing Body (LGB) of the institution.

Composition of AAA:

- | | | |
|--|---|--|
| 1. Principal | : | Dr. Arunkumar B. Sonappanavar |
| 2. Representative from
Management | : | Shri. Prakash C. Patil, Life Member, KLE Society, Belagavi |
| 3. IQAC Coordinator | : | Dr. M. B. Chittawadagi |
| 4. Representative from
Administration | : | Shri. Prasad R. |

1. Details of the Institution

1.1 Name of the Institution : **KLE SOCIETY's S. NIJALINGAPPA COLLEGE**

Address : II Block, Rajajinagar

City/Town : Bengaluru

State : Karnataka

Pin Code : 560010

Institution e-mail address : info@klesnc.org

Contact Nos. : 080-23425020

Fax No. : 080-23320902

Website address : www.klesnc.org

Name of the Affiliating University: Bangalore University & Bangalore Central University

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of existing Courses	Number of programmes added during the year	Number of Courses added during the year	Number of self-financing programmes
PG	05	07	00	00	05
UG	08	15	00	01	05
Certificate Course	01	13	00	08	01
Value Added Course	01	00	00	13	01
Total	15	35	00	22	12

Pattern of programmes:

Pattern	Number of programmes
Semester	14
Trimester	Nil
Annual	01

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	AssistantProfessors		AssociateProfessors	Professors	Others
	Aided	Management appointee			
126	19	107	06	Nil	Nil

2.2 No. of Permanent faculty with Higher Qualification

2.2.1 No. of faculty with Ph.D.	25
2.2.2 No. of faculty with M.Phil	17
2.2.3 No. of faculty with SET / NET	14
2.2.4 No. of faculty Pursuing Ph.D.	21

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

AssistantProfessors		AssociateProfessors		Professors	
R	V	R	V	R	V
33	0	0	0	0	0

2.4 No. of Guest and Visiting faculty and Temporary faculty

06	16	00
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2.5 Faculty participation in Workshops, Conferences and Symposia

No. of Faculty	International level	National level	State level
Attended	08	31	02
Presented Papers	29	27	00
Resource Persons	00	01	03

2.6 Innovative processes adopted by the institution in Teaching and Learning

1. Every department prepared teaching plan and displayed on student notice board
2. BoS and BoE are constituted for newly introduced certificate and value added courses
3. Student class seminars
4. Peer tutorials
5. Report writing to publish in press media by journalism students

6. Report writing on student field and industrial visits
7. Trade fairs by B.Com, BHM and FAD students to learn business mechanism
8. Provision of student progress report to parents to enhance accountability
9. Feedback analysis and FDP for new recruitments
10. Student council to inculcate democratic values and civic rights

2.7 Average percentage of attendance of students

80

2.8 Course/Programme wise distribution of pass percentage:

Post-Graduation and Under Graduation:

Course	Sem 1	Sem 2	Sem 3	Sem 4	Sem 5	Sem 6	Sem 7	Sem 8	Sem 9	Sem 10
BBA	49.57	60.19	53	67	65	65	--	--	--	--
BHM	63.77	68.09	78	64	100	81	95	100	--	--
BCA	88.5	87.18	89.66	82.27	86.15	85.82	--	--	--	--
BA	59.30	69.74	61	31	81	80	--	--	--	--
B.Sc.	43.34	67.91	69.39	74	57	76.47	--	--	--	--
B.Sc. FAD	79.31	73.33	52	38	91	94	--	--	--	--
B.Com	68.23	75.88	69.39	74	57	76.47	--	--	--	--
B.Com Tourism	29.41	36.17	RA	RA	RA	RA	--	--	--	--
M.Com	93.48	100	98	RA	--	--	--	--	--	--
MTTM	89.47	84.21	RA	87.5	RA	RA	--	--	--	--
MTTM Integrated	62.50	42	RA	RA	RA	RA	--	--	61	--
M.Sc. Physics	73.68	63.16	44	94	--	--	--	--	--	--
M.Sc. Chemistry	50	40	35	71	--	--	--	--	--	--
M.Sc. Mathematics	62.50	75	93	RA	--	--	--	--	--	--
MCA	79.17	RA	86.67	87.5	89.19	97.22	--	--	--	--

RA – Result awaited

2.9 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	1
Faculty Development Programme	116
HRD programmes	43
Orientation programmes	-
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	18
Others	Nil

2.10 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	20	00	00	Nil
Technical Staff	13	00	00	Nil

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

The institution has well established research cell composed of researchers, scholars, investigators and academicians. The cell initiates and enhance the research output by organizing workshops, seminars and training on research methodology for faculty and students. Further the cell promotes the teachers to prepare and submit the project proposals to funding agencies. It also invigilates the research progress and publications. Enhancement of collaborations and outreach programmes are also managed by the research cell.

3.2 Details regarding major projects: Nil

	Completed	Ongoing	Sanctioned	Submitted
Number	--	01	--	--
Outlay in Rs.(Lakhs)	--	30	--	--

3.3 Details regarding minor projects: Nil

3.3.1 Student Research Projects/ Internships

Department	Student Research Projects
B.Sc.	12
BBA	63
BHM	44
BCA	31
FAD	25
M.Com	46
MCA	17
M.Sc. Mathematics	03
MTTM– PG	09
MTTM Integrated	16
Total	265

Department	Internships
FAD	30
MCA	30
M.Com	35
MTTM – PG	09
MTTM Integrated	16
Total	120

3.4 Details regarding participation, presentation and publications:

Faculty participation in Seminars/Conferences and Symposia during the year :2018-19					
No. of Faculty attended		International	National	State	Regional
Attended Seminars/ Workshops		8	31	2	4
Presented papers		29	27	-	1
Resource Persons		-	1	3	2
Faculty Publications during the last Academic year based on average citation index in Scopus/ Web of Science or Pub Med/ Indian Citation Index					
International level	National level	Book Chapters	Conference/ seminar Proceedings	Range of h-Index	Range of impact factor
15	--	03	22	1 - 4	2.01 - 3.6

3.4 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

The college is always extend the social concern to create awareness about scientific temper, civic values, conservation and perpetuation of natural resources for the sustained growth and development of human resource for the welfare of public and nature. IQAC and department associations design the calendar of academic and outreach programmes. College organized all the following events and responsibilities of social concern to strengthen the relation with stake holders and public.

- ‘Blood Donation Camp’ by NSS volunteers
- ‘Eye checkup and donation Awareness’ by NSS and Eco club
- ‘Health Camp and Dental Camp’ by NCC cadets
- ‘Pulse Polio Program’ by NSS in association with PHC
- Patriotic event–‘Remark of Surgical Strike’ by NCC cadets
- ‘Voters Awareness program’ in association with Electoral commission
- ‘Voters Literacy Program’ in association with Electoral commission
- One day Camp on ‘Swachchatha hi Seva’ in Lakshmi puraby NSS volunteers and NCC cadets
- ‘Swachha Bharat Andolan’ by NSS volunteers and NCC cadets
- Awareness programme on house hold waste management by NSS in Juganahalli
- Ozone day by Eco club – Rally with Placards
- World environmental day – Procession by faculty and students in public areas
- World water day by Eco club – Rally with Placards

- Orphanage visit –on the occasion of KLE Founder’s Day
- ‘To Share is to Care’ programme - distribution of garments designed and stitched by FAD students to needy people
- ‘Kodagu Relief Fund’ by faculty and students

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	4.59 acres	--	--	4.59 acres
Class rooms	64		--	
Science Laboratories	51	01	Management	52
Language lab	01	--	UGC	01
Seminar Halls	03	--	--	03
Laboratories for Commerce	--	01	Management	01
Classrooms with LCD facilities	30	--	--	30
Classrooms with Wi-Fi/ LAN	20	--	--	20
Seminar halls with ICT facilities	04	--	--	04
Audio-Visual Studio	01	--	--	01
No. of important equipment's purchased (\geq 1-0 lakh) during the current year.	16	--	--	16
Value of the equipment purchased during the year (Rs. In Lakhs)	37,56,722/-	--	--	37,56,722/-
Others	--	--	--	

4.2 Computerization of administration and library

Administration:

- HRMS package for Payroll of faculty
- Admission software - Theorem technologiesBCS Campus suite
- Biometric attendance for faculty
- Language lab software for soft skills
- IDS Hotel property management system
- Global Distribution System for MTTM, B.Com tourism
- Tally ERP 9.0 school module
- Designing Software by Lectra Technologies India Pvt Ltd for FAD department
- SPSS package for research
- Licensed MS Office package (50Users)
- Windows Dreamspark Package

Library:

- The College central library is fully automated with Inlibnet Software
- Library facilitated with Integrated Library Management System (ILMS) **e-Lib version 16.2** and various modules viz., Cataloguing, Circulation, Acquisition, Serial Control, Budgeting, Stock verification etc. are the main modules
- Bar Code system for Book cataloguing is in practice
- JAWS Brail for Blind students

4.3 Library services:

Particulars	Existing		Newly added		Total	
	No.	Value (Rs.)	No.	Value(Rs.)	No.	Value (Rs.)
Text Books	151118	1989721.00	2840	572083.00	153958	2561804.00
Reference Books	5175	4398750.00	154	110880.00	5329	4509630.00
e-Books	28	5180.00	NIL	NIL	28	5180.00
Journals	41	1,70,844.00	03	8820.00	44	1,79,664.00
e-Journals		5100.00		5900.00	N	5900.00
Digital Database	44	14,30,000.00	NIL	NIL	44	14,30,000.00
CD & Video	157	14915.00	NIL	NIL	157	14915.00
Library automation	01	80,180.00	NIL	NIL	01	80,180.00
Weeding (Hard & Soft)	50,283	1443801.00	NIL	NIL	50283	1443801.00
Others (specify)	--	--	--	--	--	--

4.4 Technology up-gradation (overall)

4.4.1 Technology Up-gradation (overall)								
	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centre	Office	Departments	Available bandwidth (MBPS)
Existing	499	13	All departments	--	01	01	22	150MBPS
Added	50	02	--	--	--	--	--	--
Total	549	15		--	01	01	22	150MBPS
4.4.2 Bandwidth available of internet connection in the Institution (Leased line)								
150 MBPS FIBERNET								

4.5 Computer, Internet access, training to teachers and students and any other programme for technology up-gradation (Networking, e-Governance etc.)

- The computer training is organized for the needy faculty (teaching and non-teaching faculty)
- Computers with old versions are replaced by Intel Core i5 processor
- Internet (150MBPS) and Wi-Fi facility is available to all the students, faculty and stakeholders
- The internet facility is provided to classrooms, labs, seminar halls and auditorium
- Classrooms and labs with multimedia (Smartboards with LCD projectors, power-point facilities) support for teaching, learning and research work
- CCTV camera surveillance for entire campus

4.6 Amount spent on maintenance (in lakhs):

Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year 2018-19

Assigned Budget On Academic Facilities (in Lakhs)	Expenditure Incurred On Maintenance Of Academic Facilities (in Lakhs)	Assigned budget On Physical Facilities (in Lakhs)	Expenditure Incurred On Maintenance Of Physical Facilities (in Lakhs)
111.71	138.346	67.66	61.39

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

IQAC initiates all the departments, associations, committees and student council to design the calendar of academic events for the academic year. IQAC with the help of departments organize student orientation programme for the freshers to educate the students regarding the availability of learning supporting facilities. Further, each department conducts one day Induction Programme in their theory or practical hours to understand the history of KLE Society, college, department, faculty profile and their achievements. The students are also taught about outline of curriculum, rules and regulations of the college.

- Innovative and adaptable pedagogy contributed by the departments are approved by IQAC and implemented.
- IQAC constituted scholarship committee to educate the students about state, central government scholarships, endowment scholarships rolling shields and cash prizes.
- College forum and Gymkhana committees organize all the co-curricular and extra-curricular activities and depute the students to participate in State, National and International competitions to develop leadership quality among the students.
- To strengthen the business skills in-house Trade Fair, Management Fest, IT Fest, Designer Portfolio presentation, Jewelry design exhibition and Food fest are conducted for students.
- Placement cell organizes guest lectures, seminars, workshops and intensive training on employability skills to enhance campus placements.
- IQAC has initiated to commence 21 – Certificate and 17 – Value Added courses to enhance employability and entrepreneurship.
- College has established 29-MoUs & Collaborations with companies and research institutes for student internships, research and placements.

IQAC has initiated for the establishment of student supporting committees and activities.

- Anti-ragging cell – Awareness activities
- Medical support services(Health care center)–Student insurance
- Scholarship committee – online submission
- Students’ Grievance Redressal Cell–Suggestion box
- Women Empowerment Cell–Guest lectures
- Committee for Anti-Sexual Harassment Cell (CASH) – Awareness activity
- Placement Training and Recruitment–Enhanced associates
- College forum – Talent Hunt
- Gymkhana – Provide nutrients and protein diet
- Research cell–Review and approval of research proposals
- Student Council – Democratic values and practice
- Class teacher system–Student caring
- Alumni association–educate students regarding entrepreneurship
- Poor student book lending facility(PSL)– Department library supported with donated and MRP books

IQAC supervises the stakeholders satisfaction by conducting feedback analysis – teaching feedback, parent feedback, alumni feedback, corporate feedback and subject expertise feedback.

5.2 Efforts made by the institution for tracking the progression

The Institution has formulated various academic bodies who meet periodically and the minutes of the meetings are sent to the Management who review and initiate necessary action. The action initiated are tracked by the Principal who is the Head of the Institution.

5.3 (a) Total Number of students

UG	PG	Ph.D.
2521	410	3

(b) No. of students outside the state

Men Women

(c) No. of overseas students

(d) Increment in enrolment of students

Under Graduation											
Last Year (2018-19)						Last Year (2019-20)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1190	319	73	1591	12	3195	1214	313	74	1573	16	3190
Post Graduation											
Last Year (2018-19)						Last Year (2019-20)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
212	20	12	143	0	387	23	10	02	75	0	110

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

The institute encourages PG and UG the students to take up coaching classes for competitive examinations viz., PG-CET, NET, SLET, SSC, KPSC, UPSC in integration with academia

5.5 Details of student counseling and career guidance

The Career guidance and Placement cell of the college has collaborated with more than 46 corporate associations for training and recruitment. With the help of employing associations, the training is organised and the students studying in final UG and PG programmes are shortlisted for final round of selection. The cell organized induction or orientation program to freshers for placement and competitive exams.

IQAC designs several certificates and value added course to enhance the employable skills of students. The Placement cell conducts the comprehensive career oriented workshops, hands on training, seminars and peer interaction programmes.

- No. of students benefitted

331/900

5.7 Details of campus placement

	On campus		Off campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
45	900	331 (517)	170

5.8 Details of gender sensitization programmes

The college has constituted a committee called **CASH** (Council of Anti-Sexual Harassment) composed of police officer, lawyer, social worker, psychologist and academicians. The committee has formulated the stringent rules and regulations for faculty and students. It also organizes the socio-economic and gender sensitizing guest lectures, awareness creating rallies. The students are oriented to manage the democratic system in campus to inculcate the ethics and values in life styles.

- Students Activities towards gender sensitization

5.9. Participation of students in extracurricular activities

The college forum and Gymkhana society provide a platform to the students to exhibit their extracurricular talents. Various inter-department cultural competitions are conducted among the students. The talented students are further trained and send them to participate at University, State and National level. Students also get an opportunity to participate in professional competitions organized by several clubs, councils and NGOs. Incentives are given to the students in the form of rolling shields, merit certificates, cash prizes and medals. NCC, NSS, YRC, Scout and Eco-club of the college motivate the students to participate in social awareness programmes to help the needy people of the society.

Activity	Level	Participants	
BCA – Cultural 13/2/19	Inter departmental	Singing	08 participants, 02 Won
20/3/19		Paint your patriotism using technology	40 participants, 03 Won
20/2/19		Debate	15 participants, 02 Won
27/3/18		IT Rangoli	06 participants, 02 Won
25/7/18		Photography	04 participants, 03 Won
18/7/18		Typing Master	52 participants, 03 Won
29/8/18		Quiz	80 participants, 02 Won
08/8/18		Badminton	11 participants, 02 Won
BBA–Cultural 20/3/19 to 24/3/19	Inter departmental	Cooking	40 participants, 03 Won
		Mehendi	15 participants, 03 Won

		Face painting	07 participants, 03 Won
		Bridal	10 participants, 03 Won
		Rangoli	10 participants, 03 Won
MTA-Cultural (26/9/19) to (27/9/19)	Inter departmental	Cooking without fire	08 participants, 04 Won
		Collage	01 participants, 01 Won
		Pot Painting	05 participants, 02 Won
		Mehendi	04 participants, 02 Won
		Solo Dance	08 participants, 02 Won
		Solo Singing	09 participants, 02 Won
		Treasure Hunt	30 participants, 03 Won
		Photography	02 participants, 02 Won
		Quiz	10 participants, 04 Won
FAD- Cultural(Prathimbimba) (24/2/19)	Inter departmental	Nail Art	15 participants, 03 Won
		Make up & hairstyle	20 participants, 03 Won
		Jewellery designing	10 participants, 03 Won
		X Word	06 participants, 03 Won
		Face Painting	15 participants, 03 Won
		Mehendi	15 participants, 03 Won
		Clay Modelling on Pot	10 participants, 03 Won
Fashion Show	08 teams, 03 Won		
BHM – Cultural(Aatithya) (10/4/19)	Inter departmental	Solo Dance	05 participants, 03 Won
		Group Dance –	4 to 6 members per team 5 teams , 03 Won
		Instrumental Won	02 participants, 01 Won
Sports (Sept 2018 - May19)	University		21 Winners
Sports (Aug 2018 - Dec18)	State		03 Winners
Sports (Sept 2018 - May19)	University		21 Winners

5.10 Scholarships and Financial Support

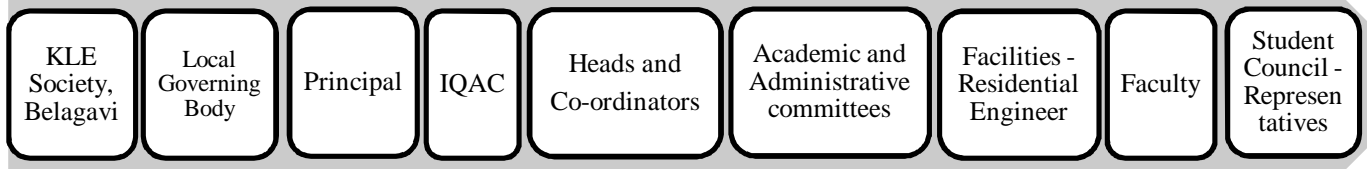
Financial support from institution	Name /Title of the scheme		
		Students(No.)	Amount (Rs.)
	Fee Concession		
	• Blind students –BA	22	1,23,700
	• Sports Quota-		
	Student Aid Fund	-	22,125
	Students welfare fund	-	Not given for 2018 batch
	OTC [Charitable trust]	9	30,589

	Meritorious Students		
	• Rank Students	3	15,000
	• Toppers B.Sc/B.Com	30	30,000
	• Toppers- from Prof. Manjula Maths Dept	12	12,000
	• University Blue	1	10,000
	• BCA Toppers	20	70,000
	Endowment scholarship	-	12,900
Financial support from other sources			
a) National/ State	• E-Pass Scholarship for Cat-I,II,III	217	16,24,651
	• National Scholarship for SC/ST/Cat I (Un Aided)		
	• Post Metric	79	1,95,580
	• GOI/SC/ST (Aided)	63	2,92,100
b) International	-	-	-
c) Others	-	-	-

CRITERION VI: GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 Institutional Vision and Leadership

Governance of the college is exercised in following disciplines.



6.1.1 -Mention two practices of decentralization and participative management.

Governance of the college managed on two beliefs team work and accountability.

- Principal conducts the meeting with IQAC members on the recommendations of LGB
- IQAC Initiates and suggeststo implement newregulations and academic activities
- Heads of the departmentswith administrative and academic committees design the calendar of academic events like admission, teaching and learning, examinations, extracurricular activities, pre-placement training and campus drive
- IQAC initiates the quality oriented benchmark activities to develop the leadership qualities, employable skills and civic sense among the students
- Research cell promotes research temper among faculty and students by mobilizing the resources
- College provides an opportunity to all the stake holders to participate in all the academic and administrative activities as mentioned in the chart

6.1.2 Does the Institution have a management Information System?

- Dynamic website provides all the information for all the stakeholders.
- Notifications and brochuresfor admission and academic
- Online Application formats on college website
- Online feedback and manual feedback(SSS)
- Biometrics for online attendance
- Online student Progress report to parent
- Online approval of admission and submission of CIA Marks to parent university
- Digital storage of faculty and student baseline data
- Online result declaration

- Accounts are maintained by Tally ERP 9.0
- Library - E-books, e-Journals, Lecture videos, OPAC and Inflibnet

6.2 Strategy Development and Deployment

To enhance quality in teaching learning, student support, governance, IQAC develop the road map and design the calendar for perspective years.

6.2.1 Quality improvement strategies adopted by the institution for each of the following:

❖ Curriculum Development

- Curriculum of the certificate and value added courses are designed by BoS of respective departments beyond the university curriculum to enhance the employability skills of the student
- Faculty suggest the innovative student oriented topics/techniques in BoS and BoE meetings of the parent University to Update and Revision of the syllabus
- For proper implementation of curriculum guest lectures, hands on training and workshops are organised for teachers

❖ Teaching and Learning

- By analyzing the teachers feedback IQAC initiate the FDP for improvement in teaching and learning. Further, new applicable pedagogy designed by the departments are implemented to other departments
- To focus the students to their goals, IQAC organizes orientation programmes
- The bulky question bank, model question paper, lab manuals, standard operating procedures are made accessible to students
- Library and academic committees always seek the suggestions from IQAC to deploy quality in all the aspects for benefit of students
- Adequate ICT enabled Class rooms provide advanced animated and illustrated audio visual lectures
- Language lab used to improve phonetics of International Language
- Conferences, seminars, workshops and guest lectures are organized for sharing the academic and research information
- Remedial classes are conducted for slow learners and advanced learners encouraged for peer tutoring and to undertake research projects
- Deputation of students and faculty for conferences, seminars, workshops
- Mentor-mentee system is adopted and addressing the needy Students
- Field visits are conducted for practical and firsthand knowledge improvement

- Students debates, class review, quiz, best manager, product launch activities are conducted to develop stage courage and presentation skills

❖ **Examination and Evaluation**

- Deputation of faculty as Chairman, BoS, BoE members and paper setting
- Deputation of faculty to Universities and other examination authorities for evaluation of answer scripts
- Helping students for applying for photocopy of answer scripts, evaluation of received answer scripts, then applying for revaluation and challenge evaluation

❖ **Research and Development**

- Initiates the faculty and students to apply for research funding from management and funding agencies
- Commerce research centre affiliated to Bangalore Central University and Dr. Prabhakar B. Kore Research centre promote research temper
- Students are encouraged to take-up projects, trade fares, exhibitions, short films, documentaries, report writing etc.
- Faculty and students are encouraged by providing necessary infrastructure & facilities to pursue Ph.D., minor and major research projects, NET/JRF, SLET

❖ **Library, ICT and physical infrastructure / instrumentation**

- Library: - Open access, news paper clippings, bulletin board, internet, Wi-Fi, inter library loan, reprography, E-journals, E- Magazines, Advisory committee procurement and disbursement
- ICT: -E-Classrooms, Language Lab, Internet
- Physical Infrastructure: - CC TV, Elevated Rest rooms, Water Purifiers, KIOSK, LED Clock ,Audio Visual Recording Studio, fire extinguisher
- Instrumentation: -State of the art equipments like laminar airflow, UV-Vis Spectrophotometer, trinocular research microscope, PCR, Gel documentation unit, Deep freezer, Lectra software in FAD, SCILAB in Maths

❖ **Human Resource Management**

- HRD programs for staff and students by Master facilitator for HRD TQM and others
- Provision of Student Grievance Cell, Student counseling centre, Suggestion Box, Placement Cell, Discipline Committee, Student Welfare Cell, health center, Anti Ragging cell

- Staff requisition, approval at different levels, employee information and mail management
- Recruiting, training, performance appraisal, etc of faculty
- Implementation of Bio-metrics
- Loans by co-operative society, financial relaxation in health and admission to employees
- Provision of Participation of students and faculty in decision making
- Formula based pay structure, bonus, loans, reimbursement, pay adjustments, tax configuration, leave encashment, departmental designs etc.

❖ **Industry Interaction / Collaboration**

- Inviting guest speakers from industries, IIMs, IISc, Universities and other premier institutions
- Industrial visits at national and international levels
- Collaboration with industries and other noted institutions to organize seminars, workshops, value added courses, certificate course
- Tie-up with corporate by providing internship for the students to bridge the gap between academic and industry expectations
- Various departments like computer applications, Hospitality, Tourism, Fashion and apparel have an MOU with industries

❖ **Admission of Students**

- Highlighting the students' academic achievements through banners, newspapers, scrolling news and college web site
- Approaching the feeder schools and colleges
- Inviting students of nearby schools to the which will organized by the institution for Exhibition and other co curricular activities
- Providing information about the institution and payment of fees through online.
- Conducting various inter-school and inter-collegiate competitions in the fests and thereby introduce them to the campus
- Admission Advertisement through multiple media and social networks.
- Participation in educational exhibitions at national and international levels to highlight caliber of our students and faculty members and uniqueness of our institution
- Publication of Academic calendars

- Provide financial assistance to Meritorious and economically weaker section students
- Providing career guidance and assurance of placements
- Organize alumni meet

6.2.2: Implementation of e-governance in areas of operations

- **Planning and Development**

Academic calendar of events & Management correspondence

- **Administration**

The Administration of the College is functioning with E-governance system at Government, Society and College level. The college tries their best to keep in touch with latest tools of administration with available tools in hand. Keeping up with the technological world, college staff uses the same for administration purpose. Such as use of Smartphone with inbuilt social app like Gmail and WhatsApp they share the notes to students. It helps to provide a brief notice of the upcoming events in the college. WhatsApp Groups are used for creating awareness for smooth functioning of the same. The college has Biometric attendance for teaching and non-teaching staff. The college campus is equipped with CCTV Cameras.

- **Finance and Accounts**

The college has implemented Tally software for smooth functioning of Finance and Accounts which helps to increase the efficiency of staff towards the accuracy in financial transactions. The office of administrative department keeps all financial records separately for the regular audit of books of accounts.

- **Student Admission and support**

Regular meeting are held by various committees to discuss issues such as, Admissions, Exam, scholarship, SC/ST cell, discipline, anti-ragging, student welfare and counseling etc. The college allows the students to take admission with fee of Rs. 30/- at the initial stage of admission process of every academic year and the College has extended helping counter for the students which provides several facilities at the time of Admission process. This service counter protects the students from outside service centre where they need to pay fees for it. The College provides the facility to the students to link the contact number with AADHAR card which is mandatory for the students as per the government rule.

- **Examination**

The College has well equipped Examination committee for conducting regular exams. As per the requirement of Examination department all the necessary equipments are provided by the college such as, Separate Desktop and Internet Facility for online procedure. The examination committee has the separate Machine for printing the question papers downloaded from university portal. As per University regulations, the Examination of Arts, Commerce and Science need to be conducted.

6.3 Faculty Empowerment and strategies.

6.3.1 Teachers are encouraged to participate in conferences/ workshops / seminars/ training by providing financial support. Colleges organize and facilitate the following to empower the faculty to meet the global competency

- FDP
- Conferences, workshops, seminars and guest lectures
- Orientation and refresher courses
- Research projects
- Research guideship
- Staff co-operative bank

6.3.2 Number of professional development / administrative training programmes organized by the college for teaching and non-teaching staff during the year:

Year	Title of professional development programme organized for teaching staff	Title of administrative training programme organized for non-teaching staff	Date	No. of participants (teaching staff)	No. of participants (Non-teaching staff)
2018	Emerging Trends in Materials Science - materials for energy saving and applications (National Level Conferences Organized 2018-19)		05-10-2018	170	--
2018	Ease of Doing Business-India- National Level Conferences		23-10-2018	150 faculty and 40 student	--

2018	“IMPACT OF CLIMATE CHANGE ON WILDLIFE - State Level Seminars		04-10-2018	20	--
2018	“Analysis and its Applications” - State Level Seminars		10-10-2018	83 UG & PG, 20 Papers Presented from 29 colleges	--
2018	“हिंदी के प्रचार में मिडीया की भूमिका” (State Level Seminars Organized 2018-19)		11-11-2018	Students and Teachers	--
2018	Faculty development programme		09-12-2018		--
2018	Class room behavior		09-12-2018	10	--
2019	Innovative methods of case studies in management education		16-02-2019	10	--
2019		Workshop on MS Office/ Excel	16-02-2019		25
2019		Training on EDM/Salary software	06-05-2019		19

6.3.3No. of teachers attending professional development programmes, viz., orientation programme, refresher course, short term course, faculty development programmes during the year.

Total number of teachers attended professional development programmes:25

Title of the professional development programme	Number of teachers who attended the programme	Date and duration (from - to)
Make in India and Digital India: Empowerment and Transformation for Inclusive Growth	01	29 th & 30 th Aug 2018
Digitization in accounting and taxation	01	6 th Sept 2018
Contemporary issues in Commerce and Management	02	7 th Sept 2018
Intellectual Property Rights in India	01	28 th Sept 2018
Short term course on Gender Sensitization	01	25 th to 31 st Oct 2018
Faculty development programme	01	9 th Dec 2018
Banking System in Indian Economy: Roles, Prospects & Challenges	01	10 th & 11 th Dec 2018
Financial Sector: Regulation Vis-à-vis Liberalization	01	20 th to 22 nd Dec 2018
71 st All India Commerce Conference of Indian Commerce Association on 'Innovations, Entrepreneurship and Sustainable Development'	02	20 th to 22 nd Dec 2018
Environment in Indian Literature	02	29 th & 30 th Dec 2018
Janapada Sahitya-Sanskritika Chintane	01	07 th Jan 2019
Emerging trends in forensic science	01	7 th and 8 th Jan 2019
Banabhattakruthishu Loka Shastra Darshanam	01	11 th , 12 th Jan 2019
Accreditation Reflections and Sustenance of Quality in Indian Higher	03	23 rd Feb 2019
UGC sponsored State level seminar on 'Contemporary issues in retail management'	01	2 nd Mar 2019
NAAC sponsored National Conference on 'Higher Education 4.0-The Next Leap'	01	19 th Mar 2019
Karnataka Nataka Parampare	01	22 nd & 23 rd Mar 2019
Contemporary Issues and Challenges in Finance and Banking	02	3 rd May 2019
Total	25	

6.3.4 Faculty and Staff recruitment (No. for permanent/fulltime recruitment):

Teaching		Non-teaching	
Permanent	Fulltime	Permanent	Fulltime/temporary
33	All unaided	06	

6.3.5 Welfare schemes for

Teaching	Group insurance, Cooperative Credit Society, Health Centre, fitness and recreation facilities, PF, ESI, FBF
Non-teaching	Health care, group insurance, cooperative credit society Health Centre, fitness and recreation facilities, PF, ESI
Students	<ul style="list-style-type: none"> • Health centre, dental satellite clinic and fitness (multi-gym) • Career guidance training and placement cell • Cyber café • Hostel facilities (both boys & girls) • Government and endowment scholarships • Incentives for sports • Special software in library for blind students (JAWS-Brail) • SC/ST cell • Student welfare officer • Canteen facility • Canara bank extension counter

6.4 Financial Management and Resource mobilization

6.4.1 Institution conducts internal and external financial audits regularly

The institute has a mechanism for internal and external audit. The internal audit mechanism is an ongoing and continuous process in addition to the external audit to verify and certify the entire Income and Expenditure and the Capital Expenditure of the Institute each year. Qualified Internal Auditors from external resources have been permanently appointed and a team of staff under them do a thorough check and verification of all vouchers of the transactions that are carried out in each financial year. Likewise an external audit is also carried out on an elaborate way on quarterly basis.

6.4.2 Funds/Grants received from Management, Non- Government bodies, Individuals, philanthropies during the year (not covered in criterion III)

Name of the Management/ Non-Government Funding agencies/Individuals	Funds/Grants Received in Rupees	Purpose
KLE Management	3,00,000	Prathibimba Fest Organized by FAD
KLE Management	92,000	Attitya Fest Intercollegiate Programme Organized by BHM
KLE Management	80,000	Samriddi Fest Organized by BHM
M.Krishnapa, Ex-Minister Govt of Karnataka	25,000	Best Teachers award
KLE Management		‘SAPNE-2018’ Cultural Fest
KLE Management	9,53,055	‘AZIONARE -2018’: Science Exhibition

6.4.3 Total corpus fund generated: NIL

6.5 Internal Quality Assurance System

6.5.1 Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	AAA committee constituted by KLE society, Belagavi	Yes	Parent University and KLE society
Administrative	Yes	AAA committee constituted by KLE society, Belagavi	Yes	Parent University and KLE society

6.5.2 Activities and support from the parent- Teacher Association:

- Parent-teacher relation centre is established
- Meetings are conducted to have an interface conversation to discuss the progress of students and curricular developments
- Mentors interact with parent/Guardians overall performance and grievance of the students
- Information regarding academic progress, attendance status, Results and any other matters of their wards to develop strategies for the improvements.
- Structured feedback on curriculum, infrastructure and other facilities, is obtained from the parents to inculcate in curricular, co-curricular and extracurricular activities

6.5.3 Development Programmes For Supporting Staff*

Sl. No.	Date	Dept.	Workshop Theme	Names of Resource Persons	Funded by	Beneficiaries
1.	16-02-2019 & 17-02-2019	Office	MS Office and Excel	Prof. M.S. Kabbur BCA Department	College	More than 20 Admin staff
2.	18-02-2019 & 19-02-2019	Office	Advanced MS word &Excel	Prof. M.S. Kabbur BCA Department	College	More than 20 Admin staff
3	12-12-2018	Office	Training on EDM/salary software	Ms. Sheethal & Mr. Praveen H.S Head Office, Belagavi	College	More than 20 admin Staff

6.5.4 Post accreditation initiative(s):

- IQAC has designed a road map to address the compliances reported by NAAC peer review committee with timeline
- IQAC has taken active initiation to develop calendar of academic events, structured feedback mechanism, enhance collaborations and MoU's with industrial and academic institutions for internship and employability
- Conducted orientation programme for faculty regarding new guidelines for NAAC accreditation
- Constituted the committees for smooth conduct of curricular, co-curricular and extracurricular activities
- Upgraded the college Website w.r.t., NAAC, AISHE, NIRF, DCE Karnataka and UGC requirements
- Innovative and skill enhancing certificate courses are introduced.
- Value added courses are introduced to develop values, ethics and attitude orientation among students
- Placement cell has organized to enhance the soft skills/personality Development Programme to develop leadership qualities and employability of the students
- IQAC has designed and initiated all the departments to adopt a rural village to popularize the basic science, schemes launched by state and central government
- IQAC and partments have submitted the proposal to funding organizations to organize conduct national /International /conference/seminar/workshops for promoting research temperament among faculty/ students

- The guidelines are designed to promote Research activities.

6.5.5

- Submission of Data for AISHE portal: **Yes**
- Participation in NIRF : **Yes**
- ISO certification : **No**
- NBA or any other quality Audit : **No**

6.5.6 Number of Quality initiatives under taken by during the year 2018-19

Sl. No.	Name of quality initiative by IQAC	Date of conducting activity	Duration	Number of participants
1	One day workshop for faculty on student orientation	05-10-2018	1 Day	170 delegates
2	One day workshop on revised guidelines of AQAR and NAAC	23-10-2018	1 Day	150 delegates and 40 students
3	Student orientation programme	26-10-2018	1 Day	105 students
4	Submitted the proposal to NAAC office for funding to organize national seminar	31-10-2018	1 Day	120 students
5	FDP on innovative pedagogy	04-10-2018	1 Day	20 delegates and 92 students
6	FDP on classroom management	09-12-2018	1 Day	50 Faculty

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- IQAC has introduced interdisciplinary faculty exchange for teaching the novel subjects
 - Botany faculty extend their expertise on cultivation of medicinal plants and their herbal medicine value in daily life to students of management departments
 - Research oriented softwares like fundamentals of accounts & Banking, SPSS package and analysis of research findings are explained by commerce faculty to students of science and management studies
 - Subject experts of PG departments are sharing their expertise to undergraduate students
 - PG faculty of Physics share their expertise on analytical techniques to research students of biotechnology and chemistry
- FAD department has introduced an innovative **Zero Waste Management**, an unique creativity like handmade jewelry, bags, footwear, head gear by using waste materials. Further, innovative pattern making and garments construction by 3D patterns

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

The plan of action executed during the beginning of the academic year 2018-19 has been successfully achieved

Action Taken Report

Action Taken Report for the Academic Year:2018-19 - Undergraduate Courses – Odd Semester		
Date	Plan of action	Action Taken Report
02 nd May 2018	IQAC meeting to discuss admission process	Advertisement, Counseling, Help Desk, Fees Concession, Scholarships and Facilities
21 st June 2018	Celebration of International Yoga Day	Participants – Faculty and Student (200)
22 nd June 2018	Work distribution	Guidelines for Committees, associations and student council are framed. Departments distributed academic and research activities among the faculty
02 nd July 2018	Preparation of Teaching plan	Displayed on student Notice Board
03 rd to 16 th July 2018	Orientation programs for first year students of various courses	Created awareness about facilities, scholarships, cash and endowment prizes, certificate and value added courses, sports & cultural activities and goal setting

05 th July 2018	Inauguration of Arts, Commerce and Science forums	Commencement of curricular and extracurricular activities		
06 th July 2018	IQAC initiative to organize workshops /seminars/conferences on quality enhancement	Selection of themes, sub-themes, targeted beneficiaries, expected outcome and publication of proceedings		
07 th July 2018	Selection for Indoor and outdoor games college teams	Chess, Carom, Table- Tennis, Cricket, Football, Volleyball, Kabbaddi and Kho-Kho teams		
August 2018	Field visit, Study tour, Industrial visit	Total – 10, Visits to Lalbagh, Biodiversity Parks, IT & ITES industry, Hospitality Industry, Manufacturing Industry, Institutions of Academic Excellence, etc.		
August to September 2018	Interactive One Day Workshops	15 workshops were organized		
02 nd August 2018	Submission of proposals for workshop/seminar/conference under CPE phase-II	IQAC provided guidelines to conduct Conferences/ Seminars/ Workshops		
14 th August 2018	Onam Celebration	BHM and MTM departments		
05 th September 2018	Teachers' Day celebration Blood Donation Camp by N.S.S unit	Best Teacher Award Distribution and Blood donation camp by Youth Red Cross (YRC)		
2 nd week of September 2018	<ul style="list-style-type: none"> • World Ozone Day • Environment Awareness Program 	Interclass competitions and rallies conducted Eco-club initiated awareness program		
III week of September 2018	Selection of college teams for Bangalore Central University- Sports Meet	University Blues -12, International Prizes in Taekwondo-2		
22 nd September 2018	National Seminar on Contribution of Hotel Industry towards Swachh Bharath Abhiyaan	325 delegates – international school auditorium		
02 nd October 2018	Swachh Bharath Abhiyan on occasion Gandhi Jayanthi Celebration	On this occasion - Issue of Certificates to the participants of Swachh Bharath Summer Internship		
October 2018	National and State level Conference / Seminar organized	HEP	03-10-2018	State level seminar on Constitutional amendments – Economic and Legal issues
		Zoology	04-10-2018	State level seminar on Impact of climate change on wild life
		Physics & Chemistry	05-10-2018	National conference on Emerging trends in material science
		Mathematics	10-10-2018	State level seminar on Analysis and applications
		Hindi and JPE	11-11-2018	State level seminar on Hindi Ke Prachar mein media kibhumika
		Commerce	23-10-2018	National conference on Ease of doing business
		Sanskrit	26-10-2018	National seminar on Contribution of Bhojaraja to Sanskrit literature
		English	31-10-2018	National level symposia on trends and challenges in contemporary Indian writing
	Kannada		Workshop on Chandrashekarkambaravarasahitya	
27 th October 2018	Parent-Teachers' Meet	Analysis of students' progress report		
13 th November 2018	K.L.E Society Founders' Day Celebration	Commemoration of Saptarshis of KLE society		
01 st December 2018	<ul style="list-style-type: none"> • AIDS and Hepatitis Awareness Programme • NSS and NCC camp 	Invited guest lecture organized by N.S.S unit Conducted NSS camp at Doddamudigere Conducted NCC camp and Preparation for RD parade		

Action Taken Report for the Academic Year:2018-19 - Undergraduate Courses – Even Semester		
Date	Name of the Events	Action Taken Report
28 th to 30 th December 2018	Athletic Meet	Annual athletic meet organized
1 st January 2019	New Year and Ethnic Day Celebration	Students from different streams were involved
12 th January 2019	Youth Day Celebration by N.S.S unit	Youth awareness rally conducted
28 th February 2019	National Science Day Celebration	Guest lecture by Prof. K.J. Rao Senior Scientist, IISc., Bengaluru
February to March 2019	Organization of seminars/conferences/workshops	<ul style="list-style-type: none"> Seminar on Analysis and applications of
09 th March 2019	Alumni meet	
25 th March 2019	Parent-Teacher Meet	Analysis of student progress
21 st to 27 th March 2019	Study tour	BBA Department organized study tour to Malaysia
28 th June 2019	Study tour	MTTM department organized study tour to North Karnataka

7.3 Give two Best Practices of the institution

- I. Physics department has initiated and implemented the use of alternative source of energy by installing ‘**Solar powered UPS**’ to conserve hydroelectric power and natural resources
- II. Chemistry department practices ‘**e-waste disposal mechanism**’ to keep the environment healthy to hand over it to next generation. e-waste like mobile sets, calculators, motherboards, IC chips, batteries etc., collected by the department and sent to recycling unit
- III. College has constructed ‘**Rain water harvesting**’ units to rejuvenate bore-wells of the campus and prevent the loss of run-off water
- IV. ‘**Eco-club**’ regularly organize awareness rally/ programmes on Save Water - Save Life, Depletion of Ozone layer, Global warming, Conservation of forest, Go-green concept, Plastic free environment, Vermi-Composting etc.
- V. FAD Department exercise a ‘**Fashion Show**’ as a regular best practice to showcase the creative talents like inspiration, colour combination, facial expression, body language, catchy designed garments to exhibit determination, time management and leadership quality among students
- VI. BHM department regularly conducts ‘**Food-Fest**’ in which the dishes of different states are exhibited in the campus to enhance culinary skills, marketing skills, patriotism and national integration among the students

VII. Dept of Computer Science regularly conduct Two week Training Programme on **EDM/salary software, Advanced MS-Word and Excel** for Teaching, Administrative and supporting staff