



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution		K. L. E. SOCIETY'S ARTS AND COMMERCE COLLEGE
Name of the head of the Institution		Prof.M.B.Kolavi
Designation		Principal(in-charge)
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		919482547599
Mobile no.		9482366466
Registered Email		kleswcg@yahoo.com
Alternate Email		klesacollege@gmail.com
Address		KLE Societys Arts and Commerce College Hatalageri Naka
City/Town		Gadag
State/UT		Karnataka
Pincode		582101

2. Institutional Status					
Affiliated / Constituent		Affiliated			
Type of Institution		Co-education			
Location		Semi-urban			
Financial Status		private			
Name of the IQAC co-ordinator/Director		Dr .A.K.Math			
Phone no/Alternate Phone no.		919886036910			
Mobile no.		9611969048			
Registered Email		anu.bhandarimath@gmail.com			
Alternate Email		sandhyahv.165@rediffmail.com			
3. Website Address					
Web-link of the AQAR: (Previous Academic Year)		https://klesacollege.edu.in/aqar-reports/			
4. Whether Academic Calendar prepared during the year		Yes			
if yes,whether it is uploaded in the institutional website: Weblink :		https://klesacollege.edu.in/wp-content/uploads/2020/10/calender-of-event-2019-20.pdf			
5. Accrediation Details					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
3	B++	2.77	2016	05-Nov-2016	04-Nov-2021
6. Date of Establishment of IQAC			04-Nov-2004		
7. Internal Quality Assurance System					
Quality initiatives by IQAC during the year for promoting quality culture					
Item /Title of the quality initiative by IQAC	Date & Duration		Number of participants/ beneficiaries		

IQAC Meeting	11-Jul-2019 01	15
Submission of AQAR	30-Dec-2019 01	0
Certificate Courses	05-Aug-2019 45	133
Orientation Programme	20-Jul-2019 01	134
Seminar on Best Practices	07-Aug-2019 01	100
Marketing Fest	21-Sep-2019 01	365
Literary Fest	25-Sep-2019 01	156
ICHR Sponsored National Seminar	04-Oct-2019 01	140
State level workshop for support staff	17-Feb-2020 01	35
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
KLE Society's Arts and Commerce College Gadag	Seminar	NAAC	2019 01	54200
KLE Society's Arts and Commerce College Gadag	Seminar	ICHR	2019 01	125000
KLE Society's Arts and Commerce College Gadag	Awareness Program	NCW	2020 01	90000
KLE Society's Arts and Commerce College Gadag	Awareness Program	Heritage Club	2019 04	20000
KLE Society's Arts and Commerce College Gadag	Quiz	NCW	2019 01	28500
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	4
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	Yes
If yes, mention the amount	0
Year	2004
12. Significant contributions made by IQAC during the current year(maximum five bullets)	
90 students are beneficiaries of financial support and scholarships. Certificate Courses enhanced 6 to 9	
Enrichment of research activities17 teachers awarded Ph.D during 201920 and 35 papers are published in peer reviewed and ISBN journals.	
Certificate Courses enhanced 6 to 9.	
Organised National02 ,National and International webinars13 in collaboration with GO and NGO and Published 4 proceedings with ISBN number.	
Optimal use of ICT in teaching and learning Online Classes, Webinars, FDP and SDP.	
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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year	
Plan of Action	Achivements/Outcomes
To continue the activities of the previous year for the benefit of all the stakeholders Students Orientation,Certificate courses,Field visits,Participative Learning,Remedial/Slow Learners/Advanced	Fulfilled

Learners, Mentor Mentee, Support and Motivation to participate in curricular, cocurricular and Extra Curricular activities Faculty FDP, Research, Deputing to participate in seminar/conference, Teacher Exchange Program. Parents Meeting Alumni Training and Placement	
To encourage the faculty to participate and give inputs in the workshops regarding revision of syllabus based on the feedback collected from the students, parents on the curriculum design.	Fulfilled
To organize seminars/conferences sponsored by GO and NGOs.	Programs organised 4 Number of beneficiaries 423 Outcome Awareness, Imparting Knowledge, Upgrading of the skills passed on to the stake holders.
To conduct Training programme on ICT for the students and staff.	Fulfilled
To enrich research activities.	35 papers published in peer reviewed journals with ISSN and ISBN 3 Ph.Ds awarded
To strengthen the ELibrary.	Partially Fulfilled
To update the website regularly.	Fulfilled
To register the alumni association.	Not Fulfilled
To strengthen the PTA by steamlining , fund raising and resource mobilising.	Partially Fulfilled Fund Raised 43559
To take initiation by the Career and Placement Cell to enrich the corporate skills among the students and make arrangements for campus drive	Partially Fulfilled
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14. Whether AQAR was placed before statutory body ?	Yes
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Name of Statutory Body	Meeting Date
Local Governing Body and IQAC	18-Dec-2020

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
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16. Whether institutional data submitted to AISHE:	Yes
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Year of Submission	2020
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Date of Submission	10-Sep-2020
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	Human Resource Management System Office Automation HRMS for Aided staff and HCM Accounting and Finance System PFMS ELibrary. Whatsapp messages.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

Our college is an affiliated college. We follow the curriculum as prescribed by the university with utmost care and diligence. Some of the senior professors of our college are members of Board of Studies in the university and they provide their useful suggestions to the university and they also provide their useful suggestions related to curriculum in the BOS meetings of their respected departments. The role of the college is mainly in academic planning, implementation, providing support, assessment, and evaluation. In academic planning, faculty meetings are called by the principal at the beginning and end of the semester for curriculum delivery. Head of the departments conduct faculty meeting at departmental level. Timetable committee sets up time table and prepares academic calendar for the academic year. Each teacher prepares teaching plan and pre decides role in curriculum delivery. The college takes initiatives and uses different teaching strategies for the transaction of curriculum. Remedial teaching is arranged for slow learners while additional activities are provided for advanced learners. The college has a mentor system to monitor the overall performance of the students and solve their difficulties. Support is provided to the students for communicative skills/technical skills/laboratory skills/field skills and develop their proficiency in the respective subjects. The college organizes seminars, essay competitions, field visits and study tours etc. Class tests, tutorials, students' seminars are conducted in order to identify the students' difficulties, problem areas and then the faculty tries to solve the students' problems by revising the topics.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
GST	Nil	31/12/2019	45	Employability	Professional skill
Stock Market	Nil	04/01/2020	45	Entrepreneurship	Professional
Hardware Networking	Nil	04/01/2020	45	Employability	Professional
Interior Design and	Nil	01/01/2020	45	Entrepreneurship	Life skill

Decoration						
Fashion Designing	Nil	15/07/2019	45	Entrepreneurship	Life Skill	
Communicative English	Nil	19/08/2019	45	Employability	Soft Skill	
Fundamentals of Computer	Nil	02/01/2020	45	Employability	Hard Skill	
Demography	Nil	01/08/2019	45	Employability	Hard Skill	
CPP	Nil	08/08/2019	45	Employability	Soft Skill	
General Kannada	Nil	26/12/2019	45	Employability	Soft Skill	
Research Methodology	Nil	07/08/2019	45	Employability	Hard Skill	
ELIP	Nil	11/07/2019	45	Employability	Soft skill	

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	0	Nil
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nil	0	Nil

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	300	Nil

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Course on GST	31/12/2019	63
Stock Market	04/01/2019	74
Hardware Networking	04/01/2020	53
E-LIP	11/07/2019	50
Fundamentals Of Computer	02/01/2020	50
Research Methodology	07/08/2019	23
Interior Design and Decoration	01/01/2020	25

Demography	01/08/2019	22
CPP	08/08/2019	74
Fashion Designing	15/07/2019	25
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	Home Science	15
BCom	Commerce	23
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
<p>In order to ensure constant growth of the institution and progress of the students we have put an effective feedback mechanism in place that collects, analyses and implements suggestions from the students to make academic, infrastructural and policy improvements in the college. The feedback is collected from the students in a standardised format. The feedback is solicited in academic and nonacademic areas. This feedback is analysed to develop the roadmap for the academic year ahead and align the interests of various stakeholders with the institutional interests. The college has also made many infrastructural improvements to provide bigger, better equipped classrooms to the students and fulfill all necessary requirements of space. Feedback of stakeholders is sought regularly about infrastructure and learning resources for ensuring their satisfaction. Accordingly, continuous review of infrastructure and learning resources is carried out by respective committees and the recommendations are integrated for upgrading, maintaining and utilizing physical, academic and support facilities. The alumni of the college who have moved on to industry or for higher studies additionally give a feedback on how their years in the institution have helped them perform of their places of work/study. The alumni of the college supply constructive tips on helping the students gain extra recognition and improving themselves.</p>

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Arts	240	68	60
BCom	Commerce	85	82	74

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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	345	Nil	18	Nil	Nil

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
18	13	10	6	3	5

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Teachers are natural mentors of their students. To formalize the same, K.L.E.Society's Arts and Commerce college has a proper student mentoring system in place. In the beginning of each academic year, each teacher is allotted with mentees based on the number of students admitted. It is also required that the same mentor continues to mentor the student for all the three years of his/her graduation. Mentors conduct a meeting with their mentees twice a month to discuss their problems and issues. These issues can be related to college infrastructure, academic, nonacademic, or personal as well. The mentor tries his/her best to find solutions to any such issues arising in student's life and informs the college administration about the matter if need be. The system requires, that special mentors are assigned to students who are staying away from their homes and live on their own as paying guests in the city. Being away from protection of home and parents can be really challenging for young students and thus such students need special care and attention. Some cases have been reported where students approach their mentors to discuss about problems arising in their PG homes, or problems related to their landlords, or some issues with their friends / classmates, or something related to college infrastructure and facilities. They freely tell their problems either orally or in writing to their mentors, who in turn listen to them patiently and solve their issues as much as possible. Mentors maintain a record of their bi-monthly meetings with their students. Although students are free to approach their teachers anytime if any issue is disturbing his/her routine, still, the system of mentor – mentee builds an extra confidence and sense of security among students. This whole system leads to a better connection between students and teachers and helps build a friendly and cordial relation between them. Students get a sense of protection because they know that they have someone to go to in case of any eventuality. Apart from this, a counselor is appointed by the college. Students are free to meet the counselor twice a week in the college and discuss their problems.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
345	18	1:19

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
16	16	Nil	4	5

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	Dr.A.K.Math	Assistant Professor	Ph.D
2019	Dr.S.R.Kulkarni	Associate Professor	Ph.D
2019	Dr.Vittal Koli	Assistant Professor	Ph.D

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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	A	Semester	14/08/2020	21/10/2020
BCom	K	Semester	14/08/2020	20/10/2020

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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

K.L.E.Society's Arts and Commerce College is an affiliated college of Karnataka University Dharwad and is guided by the regulations formulated at university level regarding syllabi, examination and evaluation. Thus, internal assessment scheme is as per university rules. Karnataka University Dharwad, has a continuous internal assessment system in which each paper of 100 marks has a component of 20 marks of internal assessment and rest 80 marks are allotted for the semester end examination of that paper. These 20 marks of internal assessment are designed and bifurcated in such a way that a continuous evaluation of students takes place throughout the semester and marks are given for each academic activity performed on the basis of 3 marks out of 20 are assigned for attendance which are calculated and awarded by the following rule : Attendance Marks allotted 75 to 80 1 Mark 80 to 90 2 Marks 90 to100 3 Marks A student needs to get at least 75 attendance in class to get the examination roll number. Next 10 marks out of 20 are assigned for internal class test conducted. And the 04 marks are assigned for 2 Home assignments and remaining 3 marks are awarded by the teacher on the basis of overall performance of student.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The institution is an affiliated college. Examinations are conducted at the end of each semester by the affiliating University. College informs students about the university notices and circulars related to the examinations from time to time through student notice board, college website and also verbally by the faculty members of the department. All departments conduct internal assessment of students and students are well informed about these internal examinations well in advance. Internal assessment dates are also provided by the college in

the proposed academic calendar prepared at the beginning of each academic session, which is uploaded in the college website.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<https://klesacollege.edu.in/c-o-p-o/>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
A	BA	Arts	25	24	96
K	BCom	Commerce	67	66	98.5

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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<https://klesacollege.edu.in/sss-feedback-2019-20/>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
No Data Entered/Not Applicable !!!				

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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Workshop on Pre-Placement Skills	Placement Cell	29/01/2020
One day National Webinar on Intellectual Property Rights	IQAC	11/08/2020
Workshop on Recruitment Skills	Placement Cell	09/10/2019

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Accounts	Shri.P.A.Jama khandi	Management	01/11/2020	Accounts

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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
0	0	0	0	0	Nil
View File					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
0	Nil

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
International	home science	2	5.87
International	Economics	2	2.05
International	English	4	7.97
International	Sociology	2	6
International	Commerce	1	7.97
International	Library Science	1	Nil
International	Political Science	1	Nil
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
English	5
Home Science	5
Economics	2
Political Science	3
Kannada	2
Computer Science	2
Sociology	1
Commerce	2
History	2
View File	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
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0	0	0	2020	0	0	Null
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
0	0	0	2020	Null	Null	0
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	23	70	11	21
Presented papers	12	19	Null	Null
Resource persons	Null	2	1	1
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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Awareness Program	Mahatma Gandhi Multispeciality Hospital, Gadag	3	100
Jala Samrakshana Abhiyan	SVEEP	10	33
Distribution of Grocery Items to flood affected people at Vasan villages	Alumni, NSS, YRC	3	28
Awareness Program on Food Adulteration	Home Science	2	180
Awareness Program on Importance of Nutritious Food	K.L.E CBSE School Gadag	1	45
Awareness Program on Cyber Security	Computer Science Department	1	155
NSS Day Celebration	NSS	2	50
Blood Donation Camp	YRC, NSS and RRC with IMA	4	235

NSS Special Camp	NSS	15	50
Distribution of Masks to poor and needy people	Home Science	1	8
View File			

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NSS	Best NSS Activity	PDO	50
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Leadership Camp	KUD	Rally on Swacch Bharat	Nil	2
Residential Camp	KUD	Health Awareness Program for Women	4	50
Residential Camp	KUD	Rally on Swacch Bharat	4	50
Residential Camp	KUD	General Health Checkup	6	50
Residential Camp	KUD	rally on Waste Management	3	50
Residential Camp	KUD	Rally on Plastic Ban	3	50
SVEEP	Election Commission	Rally on Importance of Voting	6	176
SVEEP	Department of Political Science	Jala Samrakshana Abhiyaan	2	30
Helping Hand	NSS, YRC and Alumni Association	Distribution of Groceries to the flood affected people	3	15
Helping Hand	Alumni Association	Distribution of food to the needy	3	20
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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
Faculty Exchange	Dr.D.V.Honagannavar	Self Financed	7
Faculty Exchange	Dr.S.L.Patil	Self Financed	7
Faculty Exchange	Prof.M.N.Kadapatti	Self Financed	3
View File			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Job Training	Placement	Deshpande Foundation Hubballi	09/09/2019	15/04/2020	6
Job Training	Skill Enhancement	NSDC-PMKY	06/01/2020	30/03/2020	125
Recruitment Skills	Skill Enhancement	Arivu	29/01/2020	29/01/2020	83
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
IMA	17/07/2019	Blood Donation Camp and Health Awareness	85
Innerwheel	29/07/2019	Awareness Program and Extension Activity	15
Arivu	10/02/2020	Training on Placement Skills	80
Rotary Club	01/09/2019	Extension Activities	4
Horticulture Farmers Producers Company Limited,Hulkoti	22/06/2020	Certificate Courses and Awareness Program	224
A Raghavendra Rao and Associates,Gadag	22/06/2020	Training for Students,Guest Lecture and SDP and Certificate Courses	82
J.G.College of	10/02/2020	Faculty Exchange	125

[View File](#)**CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES****4.1 – Physical Facilities**

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
75000	30578

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Classrooms with Wi-Fi OR LAN	Existing
Seminar halls with ICT facilities	Existing
Classrooms with LCD facilities	Existing
Seminar Halls	Existing
Laboratories	Existing
Class rooms	Existing
Campus Area	Existing
No file uploaded.	

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
E-Lib	Fully	16.2	2015

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	18852	1390692	87	8643	18939	1399335
e-Books	2000	Nill	50	Nill	2050	Nill
e-Journals	1	5900	Nill	Nill	1	5900
Library Automation	1	5600	Nill	Nill	1	5600

[View File](#)

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
0	0	0	Nill

[View File](#)**4.3 – IT Infrastructure**

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	74	1	1	1	0	1	6	100	0
Added	0	0	0	0	0	0	0	0	0
Total	74	1	1	1	0	1	6	100	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

100 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
0	Null

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
100000	75000	25000	30578

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The institution ensures optimal allocation and utilization of the available financial resources for maintenance and upkeep the facilities in consultation with the governing council and the management. The management has a fully pledged team to maintain the infrastructure facilities and equipments. The management has appointed a team of technicians like electricians, plumbers, carpenters, welders and gardeners etc,. The proposal for the same is submitted to the management. The Purchase Committee of the College reviews the proposal, which is further approved by the management. The quotations are invited and the equipment is purchased from the vendor with the lowest quote (as per Govt. of India). The record of the equipment is maintained in the stock register. At the end of the financial year, the College carries out an Internal Financial Audit.

The various functions of the College are carried out by the committees constituted by the Staff Council. The garden is maintained by Garden committee, and the upkeep of library is done by the staff of library and library committee. The security of the College is maintained by the security guards. A number of CCTV cameras have been installed to monitor the infrastructure. Physical verification of the laboratory equipment is done every year to ensure the maintenance of laboratories. The Computer Desktops, Generator, Water Tanks, Motors and R.O System are maintained through the AMC with the respective companies. Fire extinguishers are installed and are checked every year.

<https://klesacollege.edu.in/physical-and-academic-facility/>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Financial Support	72	156400
Financial Support from Other Sources			
a) National	Scholarships	498	545700
b) International	--	Nil	0
View File			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Career Counselling	06/06/2020	60	NIIT
Bridge Course	11/06/2019	125	K.L.E Society's Arts and Commerce College, Gadag
Remedial Coaching	17/03/2020	52	K.L.E Society's Arts and Commerce College, Gadag
Personal Counselling	20/07/2019	123	Arivu Skill Development Academy, Hubballi
Career Counselling	12/02/2020	83	T.I.M.E Institute
Career Counselling	16/05/2020	40	College Alumni
Soft Skill Development	29/01/2020	80	Arivu Skill Development Academy, Hubballi
Mentoring	14/08/2019	345	K.L.E Society's Arts and Commerce College, Gadag
International Yoga Day	21/06/2020	287	College Alumni
View File			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	How to face CET in higher	45	45	Nil	Nil

	education				
2019	Pre-Placement skills	80	80	Nil	Nil
2020	What after BA and Bcom	83	83	1	6
2020	SDP on Career avenues in Banking and finance sector	60	60	Nil	Nil
View File					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
5	5	7

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Nil	Nil	Nil	Udhyoga Mela by Gadag Dist	8	8
View File					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2020	10	BA	Arts	KUD	MA
2020	40	BCom	Commerce	KUD	MBA/MCom
View File					

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Any Other	Nil
View File	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Outdoor Games Nil	Institutional Level	85
Indoor Games Nil	Institutional Level	55

Team Games Nill	Institutional Level	100
Spaech/ Quiz/ Essay/ Debet/ singing/ Mimicry/ Dance/ Folk orchestra/ Panting / Tresure hunt Nill	Institutional Level	245
Hairstyle/Nail Art/ Cooking/Diya making/ Rangoli/ Mehendi/paper dress making/ gift wrapping Nill	Institutional Level	200
Marketing Fest Nill	Institutional Level	365
Book Talk Nill	Institutional Level	13
Exhibition on Food audultration Nill	Institutional Level	20
Poetry reading Nill	Institutional Level	24
View File		

5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	Second Place	National	1	Nill	Nill	Meghana K
2019	First Place	National	1	Nill	Nill	Ms. Meghana K
2020	Second Place	National	1	Nill	Nill	Ms. Spoorti Aragunusi
2020	Second Place	National	Nill	1	Nill	Ms.Parvati Hullikeri
View File						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Student Council of the college is an nominated body(based on merit) and are the members of different forums of the college and always joins hands with faculty members and college administration to ensure overall development of the college. Student Council organizes different cultural programmes and sports activities like "Swami Vivekananda's birthday", "Republic Day", "Teachers Day","Independence Day" "Founders Day", Annual sports meet etc in the college campus. Participation of students in the students' council helps in the development of their organizational skills. Every year, students' council organizes annual commerce fest in the college campus, to exhibit their marketing skills like advertisement, negotiation skills and entrepreneurial skills. This involves an competition and thereafter prize distribution is done through proper judgement by invited eminent persons of the locality. General Secretary (GS) of the students' council is the member of IQAC of the college. GS puts forward his/her suggestions and different issues related to the

academic and administrative affairs of the college to the Head of the institution and to the IQAC. Problems faced by students are sometimes communicated to the college authority through GS of the students' council.

Decentralization The institution has a mechanism of providing operational autonomy to various functionaries in order to ensure a decentralized governance system.

1. **Principal Level** Principal is the member secretary of the governing body and chairperson of the IQAC. The Principal in consultation with the Teachers' Council nominates different committees for planning and implementation of different academic, student administration and related policies. All academic and operational policies are based on the unanimous decision of the governing body, the IQAC and the teachers council.

2. **Faculty level** Faculty members are given representation in various committees/cells nominated by the Teachers council, in the Governing body and in the IQAC. Every year, the composition of different committees is changed to ensure a uniform exposure of duties for academic and professional development of faculty members

3. **Student level** General Secretary of the students union is the member of IQAC. Students are empowered to play important role in different activities. Functioning of different secretaries of students union further reinforces decentralization.

4. **Non-teaching staff level** Non-teaching staff are represented in the IQAC and other committees. Suggestions of non-teaching staff are considered while framing policies or taking important decisions.

Participative management The institution promotes the culture of participative management at the strategic level, functional level and operational level.

- **Strategic level:** The Principal, governing body, Teachers council and the IQAC are involved in defining policies procedures, framing guidelines and rules regulations pertaining to admission, examination, discipline, grievance, support services, finance etc
- **Functional level:** Faculty members share knowledge among themselves, students and other staff members while working for a committee. Principal and faculty members are involved in joint research and have published papers
- **Operational level:** The Principal interacts with management, government, external agencies , faculty members and the concerned departments of affiliating university. Students and office staff join hands with the Principal and faculty for the execution of different academic,

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

2435

5.4.3 – Alumni contribution during the year (in Rupees) :

34139

5.4.4 – Meetings/activities organized by Alumni Association :

Alumni Association meetings-2 Distribution of groceries to the flood affected village-Vasan Distribution of Food to the needy during the COVID -19 Pandemic Organised International webinar on the eve of 6th International Yoga Day Organised Quiz competition on Yoga Training Program on Cultural Activities

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

Decentralization The institution has a mechanism of providing operational autonomy to various functionaries in order to ensure a decentralized governance system. 1. Principal Level Principal is the member secretary of the governing body and chairperson of the IQAC. The Principal in consultation with the Teachers' Council nominates different committees for planning and implementation of different academic, student administration and related policies. All academic and operational policies are based on the unanimous decision of the governing body, the IQAC and the teachers council. 2. Faculty level Faculty members are given representation in various committees/cells nominated by the Teachers council, in the Governing body and in the IQAC. Every year, the composition of different committees is changed to ensure a uniform exposure of duties for academic and professional development of faculty members 3. Student level General Secretary of the students union is the member of IQAC. Students are empowered to play important role in different activities. Functioning of different secretaries of students union further reinforces decentralization. 4. Nonteaching staff level Nonteaching staff are represented in the IQAC. Suggestions of nonteaching staff are considered while framing policies or taking important decisions. Participative management The institution promotes the culture of participative management at the strategic level, functional level and operational level. • Strategic level: The Principal, governing body, Teachers council and the IQAC are involved in defining policies procedures, framing guidelines and rules regulations pertaining to admission, examination, discipline, grievance, support services, finance etc • Functional level: Faculty members share knowledge among themselves, students and staff members while working for a committee. Principal and faculty members are involved in joint research and have published papers • Operational level: The Principal interacts with government and external agencies faculty members maintain interactions with the concerned departments of affiliating university. Students and office staff join hands with the Principal and faculty for the execution of different academic, administrative, extension related, co and extracurricular activities.

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	Curriculum designing and development is decided by the affiliating university. Principal and Faculty members interact with the university and provide their views related to curriculum development. In order to enrich the curriculum designed by the university, colleges organized various activites to support the teaching and learning like, field work, industrial visit and educational excursion
Teaching and Learning	<ul style="list-style-type: none"> • Wide access to internet facility to inculcate online learning management resources, • EResources facilities • Introduction of Add on Courses • Hands on Learning Experience through Field Work, industrial visits and excursions. • Enrichment of knowledge by the

students through participation in curricular and cocurricular activities

Examination and Evaluation

Semester examinations are conducted by the affiliating university. College conducts internal assessment of students according to the university guidelines. Class tests/surprise tests, student seminars, interactive sessions, practical examinations, debates etc are conducted by departments to evaluate the students. Examination committees has been formed by the Teachers Council for effective implementation of the evaluation reforms of the university.

Research and Development

- Students and Faculty are exposed to research activities Encouraging joint research by faculty members, which has resulted in their national and international joint publications
- College motivates and encourages to participate and present papers in international, national and state level seminars/Conferences and workshops and to act as Resource Persons.
- The college motivates the faculty to publish their research papers in Peer Reviewed Journals with High Impact Factor.
- The college supports the teachers' council and students' councils to organize various seminars and workshops in collaborations with academic and government bodies at different levels.
- Encourage faculty to pursue M.Phil and Ph.D.

Library, ICT and Physical Infrastructure / Instrumentation

- Library is well equipped with reference books, textbooks, journals, periodicals and newspapers etc.
- ELIB software exists.
- Well Equipped computer lab connected to Internet facility
- Power backup facility
- Ventilated spacious and ICT enabled class rooms
- Ladies Hostel Facility
- Home Science lab
- 8 Line track and field
- Multi Gym facility
- Drinking water facility
- Canteen and Bank facility

Human Resource Management

- Manual of management and KCSR rules are followed.
- Under the guidance of IQAC ,the Institute organizes various FDP programmes for both teaching and nonteaching staff members for upgrading their skills in the latest technology.
- Leave provision is given to the faculty and staff members based on the request.
- On duty is provided for attending

	courses/seminars/conferences/workshops and exam duties. • Various welfare schemes are provided
Industry Interaction / Collaboration	The college establishing MoUs with reputed local or nearby industries to enhance IndustryInstitute Interaction activities like industrial visits, inhand trainings, value added courses, guest lecturers by industrialists and entrepreneurs etc., for the professional development of students and faculties.
Admission of Students	1]The admissions of the students are followed as per rules and regulation based on the university and government norms. 2] Admission Committee works under the guidance of IQAC and forms for the Frame work of admission process. It frames committee for the admission in the month of May every year. 3] This Committee decides about the admission process 4] Committees from each department are framed to councils the students regarding their programs or course and career opportunities. 5] Counselling also done regarding different programs.

6.2.2 – Implementation of e-governance in areas of operations:

E-governace area	Details
Planning and Development	The following are uploaded on the website: • The vision, mission, objectives of the institution • AQAR submitted of all the years • The minutes of meeting of the Governing Body The curriculum of the courses with course content • The upcoming events, student faculty achievements, photo gallery of events.
Administration	• The Principal organises meeting of the Governing Body, teaching and nonteaching staff. • The minutes of meeting are recorded in the meeting book. • Biometric attendance with punching in and out by teaching and non teaching staff ensures staff •discipline
Finance and Accounts	• Fully computerized Tally software •Fee collection is fully computerized
Student Admission and Support	• On verification of documents student database is prepared by the admission in charge in the office, uploaded on the university portal and admission approval obtained • Student details like diversity, minority

	students, fee details etc. required by the university from time to time are uploaded • Scholarships are also availed by students by registering online • Fee receipts are computerised.
Examination	<ul style="list-style-type: none"> • The entire system of operation in the Examination section is partially computerized. • The teachers enter the internal assessment marks in the portal directly without any intervention of data operators. The portal will be locked after the last date. • The Result analysis is uploaded to the College website.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	Veena Tirlapur	Criterionwise perspectives reflections on recent NAAC guidelines	-	300
2020	G.T Naik	TEQIP-III Digital Technology	-	1600
No file uploaded.				

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 the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2020	Nil	Capacity building for support staff	17/02/2020	Nil	Nil	100
2020	Cyber security	Nil	18/05/2020	22/05/2020	365	53
View File						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional	Number of teachers who attended	From Date	To date	Duration

development programme				
Cyber Security	2	16/09/2019	22/09/2019	6
ICT Usage in Teaching	1	30/05/2020	12/06/2020	12
View File				

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
2	4	Nil	Nil

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Teachers Co-operative Society Vaidyasri ESI GSLI Family Benefit Scheme PF	Vaidyasri Co-operative Society GSLI Family Benefit Scheme PF	V Care Health Card Student Welfare Fund KU Poor Student Aid Fund KU Student Benefit Fund Scholarships First Aid Facility Free Health Checkup

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

At the beginning of each financial year, the principal prepares a budget and presents it to the management for approval. The utilization of the financial resources is evaluated at the end of the year. The accounts are maintained by the administrative officer and audited by chartered accountants. The last audit was carried out in May 2018. There were no audit objections. The administrative officer carries out an internal audit of the Society. He follows up the expenses and ensures that it is as per the approved budget. He also ensures that all the income and expenses are properly documented and posted. Audited report is sent to JDC annually.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Alumni Association	29539	Distrubution of groceries to flood effected people
View File		

6.4.3 – Total corpus fund generated

00

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	JD Office NAAC University	Yes	Management LGB IQAC
Administrative	Yes	Collegiate Education AG Office	Yes	Management

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

Parents Teachers meeting held twice in a year and body formed in the 1st meeting and strategies chalked out. Suggestions made in the meetings are compiled with. Localitywise Cluster of Parents Teachers Meet hosted by the parents of the locality.

6.5.3 – Development programmes for support staff (at least three)

Workshop on Capacity Building for Support Staff Workshop on Cyber Security Motivate with financial support to participate in workshops and training programs organised by other institutions.

6.5.4 – Post Accreditation initiative(s) (mention at least three)

Enhanced Certificate Courses Organised Quality Initiative Seminars/Webinars with GO and NGOs Technology enabled teaching and learning Enrichment of research paper publications IPR cell was formed Ph.D awarded SSS was conducted on overall institution performance and was analyzed for initiating further improvements Conducted workshop for support staff

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	Yes
c) ISO certification	No
d) NBA or any other quality audit	Yes

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	IQAC Meeting	11/07/2019	11/06/2019	08/08/2020	15
2019	Submission of AQAR	30/12/2019	30/12/2019	31/12/2020	Nil
2019	Participation in NIRF	Nil	29/11/2019	29/11/2019	Nil
2019	Certificate Courses	Nil	05/08/2019	10/10/2019	133
2020	Orientation Program for Freshers	Nil	20/07/2019	20/07/2019	134
2019	NAAC Sponsored National Seminar on Best Practices-Add value	Nil	07/08/2019	07/08/2019	100

	to the stake holders				
2020	Literary Fest	Nil	25/09/2019	25/09/2019	356
2020	Marketing Fest	Nil	21/09/2019	21/09/2019	365
2020	ICHR Sponsored National Seminar on Desagati Principalities of BomBay Karnataka(1565 to 1947 AD)	Nil	04/10/2019	04/10/2019	140
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Certificate Course on Self Defense	15/07/2019	05/10/2019	25	Nil
Online Panel Discussion on "Issues and Challenges of Women in Higher Position"	16/07/2020	16/07/2020	825	265
National Webinar on "Finding and Owning Your Voice"	19/07/2020	19/07/2020	354	100
Legal Awareness Program on Civil and Criminal Law	05/03/2020	05/03/2020	112	50
Awareness Program on Personal Health and Hygiene of Women	18/07/2019	18/07/2019	156	Nil
Awareness Program on health and Hygiene	10/03/2020	10/03/2020	80	Nil

Awareness Program on Cyber Security	04/01/2020	04/01/2020	56	34
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7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
The solar facility is available in the ladies hostel, Rain water harvesting exists in the college premises, The college initiates in Tree Plantation not only in the college but around the college vicinity too.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	1
Provision for lift	No	Nil
Ramp/Rails	Yes	1
Rest Rooms	Yes	1
Scribes for examination	Yes	1

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	1	24/07/2019	1	Awareness Program	Jala Samrakshana Abhiyaan	30
2019	1	1	28/08/2019	1	Flood Relief Activity	Help to the flood affected people	15
2019	1	1	21/09/2019	1	Awareness Program	Importance of Nutritious Food	80
2020	1	1	04/01/2020	1	Awareness Program	Cyber Security	75
2020	1	1	11/04/2020	1	Distribution of Masks	COVID-19 Pandemic	4
2020	1	1	14/04/2020	1	Distribution of Food	COVID-19 Pandemic	4
2020	1	1	09/02/2020	1	Training on Basic Computers	Awareness on Computer Literacy	36

[View File](#)

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Students- Prospectus and Handbooks	07/05/2019	Students are oriented to adhere to the code of conduct of the university and institution during the orientation program about discipline and responsibilities and the prospectus is issued to the students at the time of admission. Prospectus is uploaded in the college website. Student and faculty voluntarily collected Flood relief fund to help the needy people.
Faculty-KCSR HR Policy(Management) institution code of conduct	03/06/2019	Government of Karnataka rules and HR policy rules are informed to the faculty on the date of joining to the services. Institutional code of conduct is also notified to all the faculty.
Parents-	07/05/2019	Nil

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
International Yoga Day	21/06/2019	21/06/2019	62
National Integration Day	20/08/2019	20/08/2019	80
Independence Day	15/08/2019	15/08/2019	65
Librarian Day	20/08/2019	20/08/2019	40
Quiz Competition on the eve of youth day	12/08/2019	12/08/2019	75
NSS Day	26/09/2019	26/09/2019	55
Gandhiji and Shashtriji Jayanti	02/10/2019	02/10/2019	60
Blood Donation Camp-Martyrs Day	30/01/2020	30/01/2020	90
NSS Special Camp	06/03/2020	12/03/2020	50
Teachers Day	05/09/2019	05/09/2019	45

[View File](#)

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practices I Title of the Practice: Financial Aid to the Financially Challenged Students Objectives of the Practice It has been observed that majority of the students are not only from the rural areas but also financially challenged. Hence the staff have come out with the noble objectives of the practice: • To extend financial assistance to the financially challenged students, to save them from dropping out of their studies, owing to poverty. • To support such students without any discrimination and promote Equality. • To inculcate the human values of 'Assist in Distress'. The expected outcome is: Enable the students to complete their studies. The beneficiaries should imbibe the culture of helping the people in distress. The Context The staff noticed that majority of the students discontinued their higher education after PUC II due to the financial constraints caused by natural calamities. The brain storming meeting of the staff was conducted to find out the solution for this problem. After a long discussion they decided to support the financially challenged students with financial assistance by contributing the funds voluntarily. The SOP to identify, to collect the data of the students, finalise the amount required and disperse accordingly is framed. Evidence of Success The staff takes pride in involving themselves, in the noble practice by paying Rs. 1,49,000/- towards 60 students fees. This showcases the social responsibility, empathy, ethical tenets of the staff towards upliftment of the higher education. Problems Encountered: ? Identifying the genuine students. ? Pooling the required resource. ? Motivating the staff to contribute voluntarily. ? Modality to pay the residual fees of the students to be developed. **BEST PRACTICE - 2** Title: KLESACC SOCIAL RESPONSIBILITY Knowing is not enough, you must apply Willing is not enough, you must do. Goal: The objective of this best practice is to contribute to transformation of society through conduct of awareness campaigns and focused action • Create a culture that infuses extension as a core ingredient of true education through ISR. • Foster Inter - connectedness, kinship and eco - justice through the activities of- Eco Club, YRCU and ISR • Mould socially conscious and responsible individuals through NSS and YRCU. The Context: K.L.E.S Arts and Commerce College was envisioned as an educational institution that would be an inspiration and guiding force to mould, enlighten and empower generations of youths. The College has always kept in mind its vision to "Nurture the Merit, Nourish the Environment and help the Mankind to flourish". This practice evolved quite naturally from this vision by engaging students in activities that would enable them to reach out to people in rural areas and extend a helping hand to the needy. The students are given hands on experience in imparting life skills. The Practice: Institutional Social Responsibility (ISR) involves students in extension activities providing them hands on experiences in uplifting the community and bringing about social change. The college has adopted areas in the outskirts of Gadag and conducts activities to create public awareness about environment, health and nutrition, communication and computer skills, self employment schemes, psychological issues of teenagers, etc., and give trainings appropriate to the area of specialization of each department. Students and staff are actively and enthusiastically involved in fostering a link between the community and the College and addressing the needs of the community by coordinating with the PDO and local residents units of the respective areas. The target groups of the programmes include rural/economically underprivileged women,men and students of various schools. The Departments and various clubs, particularly the Eco Club, are actively committed to the protection of the environment. The Eco club of the college organizes awareness classes on the ill-effects of plastic and need

to reduce the use of plastic bags in schools, colleges, rural communities and the villages of Gadag. People are introduced to the Prakriti Bags which are eco- friendly bags made out of paper and waste clothes. The NSS and YRCU unit of the College contributes immensely in this regard with a plethora of activities, reaching out to varied sections of society and those in need. This year the unit conducted awareness programmes, talks, street plays, camps and walkathons in association with NGOs, charitable and social service societies, hospitals and government departments in an effort to reach out to varied sections of society and those in need. Some of their endeavours were blood donation, fund raising to help street children and orphans, AIDS awareness, relief for victims of natural calamities, awareness campaigns to end violence against women, energy conservation campaigns, participating in the Swachh Bharat Abhiyan by conducting local cleaning campaigns, campaign against organic farming, environment protection and campaign against pollution. Days such as International Day against National Voluntary Blood Donation Day, UN International Day of Older Persons, Gandhi Jayanti, etc were commemorated so as to spread the message to the public. Evidence of Success The College won the Appreciation Award by PDO of adopted village, on the best activities conducted by the NSS unit. A Green Audit was conducted and the College has framed an Environment Policy for the institution. Several practices that encourage a spirit of environmental friendliness were implemented in the College and the Community .Green initiatives such as practicing organic farming, conservation of water bodies, promoting water literacy, cleaning of the college campus, solid waste management and promoting the use of eco-friendly products were taken up. The promotion of cloth bag ,a product designed and developed by Eco club of the college as an alternative to plastic carry bags was popularized among the people of rural areas. It also facilitated economic empowerment through providing employment opportunities to entrepreneurs. The students of the College have opted to use cloth bags instead of plastic bags. Problems Encountered: • Difficult to change the set habits of people. • There is a tendency to discount effects of pollution which is not clearly visible, especially in the rural areas. People in rural places either burn or dump waste in the surrounding water bodies and feel there is no accumulation of waste in their surroundings. • Non availability of disposal methods, systems for electric waste, plastic waste. • The lack of clarity on effects of GST on social entrepreneurship has slowed down initiatives in production of cloth bags as an alternative to plastics.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<https://klesacollege.edu.in/best-practices/>

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Through proper planning and strategies, the institution focuses at delivering to its best ability the vision of the college. The nation in general and the state in particular, is engulfed with the problem unemployment among educated youth. Therefore, the need for "Skill based system of education" is becoming more relevant in present times. A couple of important initiatives has been taken at the institution for enhancing the employability quotient of students. 1. The College has introduced a number of add on Certificate Courses for skill training of students that provide certifications to students in diverse areas. Students are highly encouraged to take these courses that are offered by external trainers. These courses are conducted during the college hours. With a distinctive vision to impact the society, the College trains students in relevant skills for employment and Entrepreneurship. This is a big step towards

diminution of the problem of educated unemployed youths in the state. The College also assists the successful students in getting lucrative placements . Collaborative Certificate Courses are offered to students as well as autonomous Certificate Courses the curriculum for which has been designed and approved by the IQAC set up for the purpose. Autonomous Courses are designed based on industry expectations and feedback from Stakeholders. Note: Certificate Courses introduced during the Academic year : the data available on (<https://pcacs.ac.in/iqac/institutionaldistinctiveness/>) 2. Students can also complete courses of massive open online course (MOOC) which delivers learning content online to any students who wants to take a course. It provides an affordable and flexible way to learn new skills. 4. The various Forums and Cells at the college aims to nurture entrepreneurs and entrepreneurship. It aims at building sustainable businesses thereby developing entrepreneurship skills among the youth and job creation within the community. A number of activities were conducted as follows. a) A workshop on Pre Placement Skills, 21-01-2020. b) 3 days workshop on "Recruitment Skills " c) Workshop on What after BA and B.Com on 12-02-2020 d) Webinar on "Career Avenues and Opportunities in Banking Sector" on 06-06-2020. e) Webinar on How to face CET in Higher Education(M.Com/MBA) in Association with Commerce and Alumni Association on 16-05-2020. f) Marketing Fest organized on 21-09-2019.

Provide the weblink of the institution

<https://klesacollege.edu.in/institutional-distinctiveness/>

8.Future Plans of Actions for Next Academic Year

1. Introduce Additional Certificate courses addressing cross cutting issues like gender, environment, human values and professional ethics to enhance life skills and employable skills. 2. Create Global Linkages 3. Strengthen Alumni Participation 4. Strengthen Industry Collaboration and MOU 5. Conduct Environment and Internal Audit 6. Encourage faculty and students to participate in research projects/ research activities, to register for Ph.Ds and apply for major/minor projects and publish papers in UGC Care list journals. 7. Provide teachers training with New method of teaching 8. Encourage the staff to develop E-Content in their respective subjects. 9. To enhance teaching learning and evaluation to Conduct one more Internal Tests instead of Two Tests as per University guidelines. 10. To encourage the students to undertake competitive exams and accordingly to coach them. 11. Organise seminars/workshops/conferences on relevant topics in collaboration with GOs and NGOs. 12. To develop E-Lib 13. Strengthen the placement activities. 14. To organize workshops/Training programs to instill leadership and social citizenship qualities.