Yearly Status Report - 2019-2020

Part A	
Data of the Institution	
1. Name of the Institution	**C.S.I., K.N.D., B.M.H.E.C'S KITTEL ARTS COLLEGE, DHARWAD.**
Name of the head of the Institution	**Dr. Rekha M Jogul**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**08362793076**
Mobile no.	**9448831604**
Registered Email	**kittelartsoffice@gmail.com**
Alternate Email	**jodrrekha@gmail.com**
Address	**Old P B Road, Dharwad**
City/Town	**Dharwad**
State/UT	**Karnataka**
Pincode	**580001**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Urban**
Financial Status	**Self financed and grant-in-aid**
Name of the IQAC co-ordinator/Director	**Dr. C. P. Manohar**
Phone no/Alternate Phone no.	**08362793076**
Mobile no.	**9880578565**
Registered Email	**cpmanohar0502@gmail.com**
Alternate Email	**kittelartsofffice@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://kittelartscollege.com/wp-content/uploads/2023/01/3.-Approved-aqar_report-2018-19.pdf

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	https://kittelartscollege.com/wp-content/uploads/2023/01/4.-Calender-of-events-2019-20.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**B+**	**77.00**	**2007**	**31-Mar-2007**	**30-Mar-2012**
2	**B**	**2.72**	**2016**	**11-Jul-2016**	**10-Jul-2021**

6. Date of Establishment of IQAC	**01-Jul-2009**

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
Kannada Vyajaraba	25-Aug-2019 21	120
Workshop on Art of Writing	27-Sep-2019 01	150
Mock Parliament	26-Nov-2019 01	120
Workshop on Preparation for Competitive Exams	18-Jan-2020 01	158
Workshop on Students Career Development	12-Feb-2020 01	178
National level webinar on Hindi Mein Atmakathayen	29-Jun-2020 01	55

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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
NIL	NIL	NIL	2020 0	0

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9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	[View Link](#)
10. Number of IQAC meetings held during the year :	2
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 Uploaded File](#)
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

12. Significant contributions made by IQAC during the current year(maximum five bullets)

1. Organized One Day National Level Webinar 2. A special lecture on 'Introduction of Modi Script and its Historical Importance. 3. InterCollegiate Debate and Bhavageeta Competition 4. Single Zone Ball Badminton Tournament for men and Blue selection 5. Covid19 Duty	

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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 promote research potentialities of the faculties and Students through Workshops / Seminars / Conferences /Special Lectures	Successfully conducted One Day National Level Webinar, • Department of History in association with the Language Club organized a lecture series
To conduct inter-collegiate university level tournaments/Competitions	organized Rev. Ferdinand Kittel Memorial Inter Collegiate Debate and Bhavageeta Competition, organised Karnatak University Single Zone Ball Badminton Tournament for men and Blue selection
To encourage the Students to conduct project oriented field work/Program /Interaction	Successfully conducted project oriented field work, Interaction and promoting Quality Culture and Literacy programs
To organize Awareness exhibition/ Rallies/Special lectures series/Creative Drama/Debate program for the students	organized a special lecture on "Your future is in your hands" and all other relevant activities were conducted ,
Participation in corporate life.	Faculty of our college worked as CORONA Warriors
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14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2019
Date of Submission	15-Feb-2019
17. Does the Institution have Management Information System ?	Yes

If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	College has implemented MIS. During the year, partial mode of MIS is functional. College has trained both teaching and Nonteaching staff with regard to optimum utility of ICT. In view of this, faculty members keep the track record of internal examinations comprising of regular attendance to the classes, assignment, etc. This process has helped the faculty members to consolidate and upload internal marks on university portal. Similarly, permanent staff salary is generated through HRMS introduced by the Department of Collegiate Education, Correspondence and updating of students record is dealt by using office automation system. Track record of attendance of the staff is monitored through Biometrics. College has initiated technology based (paperless) administration through sending whatsapp messages to the staff during the conduct of meeting and also students are communicated through whatsapp and email with regard to conduct of special lectures, events, shortage of attendance, etc.

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

Kittel Arts College Dharwad works under the management of the Karnataka Northern Diocese, Basel Mission Higher Education Center and affiliated to the Karnatak University Dharwad. The University appoints the Board of Studies for each department which frames the curriculum and syllabi for the respective department. The Curriculum is updated every three years and the college follows the same as per the directions of the university. The admission process takes place according to the norms of the University. The syllabus is discussed by the heads of the respective department along with the members of teaching faculty in coherence with the principal at the head of the team. Time table is framed and effective implementation of curriculum at the departmental level. The Academic calendar is prepared and all the required steps are taken to ensure implementation of the academic programmes. In addition to these students are encouraged to participate in various curricular/co-curricular/extracurricular programmes within and outside the college. Study material is handed over to students. However, they are also encouraged to refer various books from the main library as well as the respective department library in order to prepare their own study material. This assists the students to develop the skill of creative thinking and note taking. E-learning facility (N-List) service is made available for the faculty and students to ensure effective delivery of curriculum. UGC Book bank scheme is provided to the meritorious students and extra books are provided to physically challenged

students. Caliber e-books management service, offline e-books facility provided to the users. Each department prepares the calendar of events like special lectures, seminars, class test, assignments, and projects on the basis of curriculum. The calendar of events differs from department to department depending upon the uniqueness of the subject under study. The quality of the education imparted to students is monitored and ensured through Internal Quality Assurance Cell (IQAC). Regular feedback is obtained from the stakeholders, with respect to the quality of the enrichment programmes which is further monitored and evaluated by the IQAC and necessary remedial measures are incorporated for implementation. Implementation of curriculum is documented in proper way. Academic Calendar of all the departments and associations are documented in the students hand book, classroom teaching is documented in the attendance book and diary, students project works are documented in hard copy of projects, home assignments are in the home assignments books, students' Seminar are in the form of list of seminar presenters, and signatures of student participants, documents of Guest lectures are in the form of programme list and student participant signatures, Field visits are in the form of list of participants and their signatures and so on. Student feedback on teachers and curriculum is obtained to make teaching and learning more effective

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
Value Based Certificate Course on Co mmunication in Hindi	NIL	14/09/2019	15	Focus on C ommunication in Hindi	Development of Communica tion Skills in Hindi language for employment and entrepre neurship
Value Based Certificate Course on Life Skills	NIL	05/08/2019	15	Life Skills	Acquires Good Health and Proper Management of Stress, Emotions etc., and to lead good life.
Value Based Certificate Course on Yoga and Meditation	NIL	21/06/2019	15	To practice all types of Yoga	Acquires Good Health by performing Yoga
Value Based Certificate Course on Preparation for Competitive Exams	NIL	13/01/2020	15	Focus on e mployability in Different Sector	Development of different skills to acquire Government and Private Jobs

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nill	NIL	Nill
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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
Nill	NIL	Nill

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

	Certificate	Diploma Course
Number of Students	265	0

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
Yoga Meditation	21/06/2019	130
Program on Environment Awareness	15/07/2019	120
Program on Moral Education	20/08/2019	250
Program on Women Empowerment	09/08/2019	150
Youth Day and Youth Week	12/01/2020	260
National Integration program	31/10/2019	155
Program on Blood Donation	12/10/2019	252
Health Awareness program	07/01/2020	195
Budget Analysis	01/02/2020	165
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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	Economics	138
BA	Education	113
BA	History	130
BA	Sociology	20
BA	Political Science	20
BA	Geography	33

BA	Psychology	5
BA	Kannada	230
BA	English	8
BA	Hindi	6
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
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

Performance of College is judged on the basis of effective learning outcomes. Feedback mechanism is essential to know whether the College is delivering good performance and imparting quality education. Hence, the College made a policy decision to make feedback forms available for different stakeholders to analyze the institutional performance on different fronts. The feedback forms on faculty are circulated to all students during the particular year. The duly filled Feedback forms are collected and analyzed statistically. Data is compiled either at department level or at institutional level by the IQAC. Every year the feedback analysis is forwarded to the Principal for further action. The feedback regarding the curriculum is taken from final year students, which are analyzed at the departmental level. On the basis of their suggestions, seminars, workshops, guest lectures etc., are conducted to enrich their learning experience and perform to their maximum potential. Students are also taken for field/industrial/Krishi Mela to bridge the gap between academia and industry. This helps to make study more practical and reduces the gap between theoretical knowledge and practical application of the same. Teachers' feedback regarding the curriculum is taken and analyzed, finally forwarded to syllabus revision committee members of the University. Oral feedback from parents is collected every year in Parents' Teachers Meetings. The data that is collected is analyzed and compiled at institution level and necessary suggestions are deliberated. Oral Alumni feedback is also collected during the alumni meeting and is used to improve various facilities in the institution. Thus feedback provides opportunity to students and other stakeholders to actively participate in the improvement of the programs of study. It thereby improves the quality of student learning experience and also helps overall improvement, their curriculum planning and delivery as per the expectations of the stakeholders.

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	476	276

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	625	0	13	0	0

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	Numberof smart classrooms	E-resources and techniques used
11	11	7	4	3	6
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)

In our institution, mentoring system has been introduced from 2009-10, for establishing a better and effective relationship between student and teacher and also continuously Keep track of, council and guide students in educational and personal matter. All teachers work as mentors for students allotted to them. The students must feel to Trust in their mentors. This is a continuous process till the end of academic career of student. The aim of student mentor-ship is committed to enabling students to access support mechanisms to meet their academic needs. This policy applies to all mentors and mentees who take part in the program. It aims to ensure that students have the opportunity to work with a mentor who will offer support and guidance on academic issues. Thus, a personal relationship is created for better understanding of the student's aspiration, strengths and weaknesses. The College is committed to regularly reviewing the effectiveness of the student Mentoring Policy and procedures and making adjustments as and when necessary in response to the needs of those involved. This Policy is underpinned by the following key principles: This Policy is underpinned by the following key principles: Our students must be supported to achieve their potential while at College, in an environment where their wellbeing is fulfilled Students who are at-risk of drop-out will have the opportunity to work with a mentor whose role will be to provide them with additional support in academic issues. There is an evaluation process for assessing the effectiveness of mentors and mentoring program and also for identifying the possible challenges. Sharing of mentee Information- In case the mentor leaves, the information about the mentee needs to be shared with the new mentor. There is a handing over form which needs to be signed by both the new and the old mentor. Responsibilities of a Mentor: Each student is to be allocated a faculty mentor at the time of admission. A mentor will provide support to 40-50 mentees. The mentors should try to understand their mentees and help their mentees settle well in the new environment. The mentor will act as a guide, coach and role model for the mentees. The mentor should interact periodically with the trainee to review experience gained and set objectives for the next period The mentor will play a critical role in the mentees' Internship and Placements by helping them prepare for the professional competence programme. All mentors should keep a confidential data sheet about their students which records a report of mentoring done by the teachers. These reports should be periodically evaluated by a team of senior teachers and its effectiveness should be monitored by a committee consisting of the Principal, Staff and the IQAC. Responsibilities of a Mentee: Mentees should be regular and punctual for meetings with the mentor. They must adhere to the Mentoring Program procedures. They must attend training as directed by the mentor.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
625	13	1:48

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
25	13	12	0	10

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. Rekha M. Jogul	Principal	Nominated as Syndicate member of Karnatak University Dharwad.
2019	Dr. Rekha M. Jogul	Principal	Nominated as Academic Council Member of Karnatak University Dharwad.
2019	Dr. S. B. Nyamati	Assistant Professor	Dr. D. C. Pavate Best NSS Program Officer Aaward
2019	Dr. Nyamati	Assistant Professor	Dharwad District NSS Nodal Officer
2019	Dr. M. H. Mulla	Assistant Professor	Chief Minister Commendation Award
2019	Dr.Raju.G	Assistant Professor	Indian Achievers National Award
2019	Dr.Raju.G	Assistant Professor	Felicitated by Degree College Education Teachers Association Dharwad
2019	Dr.Rajesh N Turamari	Assistant Professor	Secretary for Karnataka State College Librarians Association ® Bangalore
2019	Shri. Daniel Praveen Kumar	Assistant Professor	Secretary for Karnataka Northern Diocesan Dharwad.
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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	1	Semester	20/12/2019	07/02/2020

| BA | 1 | Semester | 18/05/2020 | 13/07/2020 |

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

As per the guidelines of Karnatak University, Dharwad, State Karnataka the institution appointed college internal exam Superintendent for smooth conducting the Examinations and making policy decisions in regard to organizing examinations, improving the systems of examinations. Institution adopted Centralized Continuous Internal Evaluation (CIE) System to assess student's progress in each semester. The institution has internal examination committee who made aware of the CIE and evaluation process. The orientation programm are conducted at the beginning of the semester and also conducts induction Programme. Convener of Internal Exam Committee inform to students 'examination pattern, schedule and regulations Academic Calendar with Exam dates. Schedule Display in the College Notice Board, and website. Result Analysis is done by the Convener of Internal Exam Committee and class teacher (Assistant /Associate Professor) after the Test. The Principal conducts Review Meetings department wise to give necessary feedback for the improvement of students' performance. Whenever necessary, the teacher shall recommend the visit of the parent to the college for a discussion about the Student. Remedial Classes are conducted for the slow learners, absentees. Assessments of group discussions, seminars, assignments and periodically held written tests help to know the performance of the students and to take remedial measure if needed. Supplementary or RE-Examinations are conducted for the absent students. Hierarchy of the officer for Continuous Internal Evaluation system furnished below. 1. Principal 2. Chief Superintendent (officer) 3. Convener and members of Internal Exam Committee 4. Class Convener (Assistant /Associate Professor)

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

The academic calendar is a very useful document, which contains the most important dates to guide the professors and students. Our academic calendars provide important information about teaching dates examination dates extra co-curricular activities under different societies/Cell/Units, semester-based examinations. Before the commencement of every semester respective departments prepare a detailed study plan/ Conspectus, assignments/Projects for the Students. On the basis of this the Professors' prepares a detailed timetable and academic calendar for the entire semester. Finally this is distributed to the departmental professors and the students and also made available on college Website. The effectiveness of the process is maintained through effective monitoring by the Principal. The Principal sees to it that all departments follows academic calendar. The college has a vibrant culture of instilling inquisitiveness, scientific temper and Research Culture among the students through different kinds of activities.

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)

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https://kittelartscollege.com/wp-content/uploads/2023/01/2.6.1-Program-outcomes-2019-20.pdf

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2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year	Number of students passed in final year examination	Pass Percentage

| 1 | BA | Arts | 156 | 151 | 96.79 |

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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://kittelartscollege.com/wp-content/uploads/2023/01/2.7.1.-Students-Satisfaction-Survey-2019-20.pdf

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
Major Projects	0	NIL	0	0
Minor Projects	0	NIL	0	0
Interdisciplinary Projects	0	NIL	0	0
Industry sponsored Projects	0	NIL	0	0
Projects sponsored by the University	0	NIL	0	0
Students Research Projects (Other than compulsory by the University)	15	Self	0	0
International Projects	0	NIL	0	0
Any Other (Specify)	0	NIL	0	0
Total	15	NIL	0	0

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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
NA	NA	

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
NIL	NIL	NA	Nill	NA

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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
NIL	NA	NA	NA	NA	Nill

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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	0

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	Education	3	6.58
National	Education	3	6.72
International	History	1	0
National	History	2	0
International	Physical Education	1	0

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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
NIL	0

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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
NIL	NA	NA	2019	0	NIL	0
NIL	NA	NA	2020	0	NIL	0

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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

NIL	NA	NA	2019	0	0	0
NIL	NS	NA	2020	0	0	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	1	34	0	0
Presented papers	6	0	0	0
Resource persons	0	0	0	18

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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
Visit to Hebballi village	Dept. of Kannada	2	120
Visit to Krishimela	Dept of Economics. University of Agriculture of Science, Dharwad	2	60
Cleanliness SwachhtaAwareness Rally at Hebballi village.	NSS Unit	2	40
Swach Kelgeri Tank Abhiyan	NSS Unit	2	42
Voters awareness campaign and rally	NSS Unit	2	60
Vigilance awareness week programme on anti-corruption	Youth Red Cross NSS NCC	3	120
National Youth Day and Youth Week Celebration	Youth Red Cross NSS	2	80
Cleanliness SwachhtaAwareness Rally	NSS and NCC Unit	2	50

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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
NIL	**NIL**	**NIL**	**0**
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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 activites	Number of students participated in such activites
Swachta Camp	**NSS Cell KUD and Jain Degree College Hubballi**	**Seven Day University Level Swachta Camp**	**1**	**10**
NSS Unit	**Nehru Yuva Kendra, Dharwad**	**Awareness program on positivity and Education**	**2**	**60**
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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
NA	**NIL**	**NA**	**0**
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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
Sharing of Research Facilities and interaction with eminent scholars	**Dept. of Economics**	**CMDR, Dharwad**	**01/08/2016**	**31/07/2021**	**Staff and Students**
Sharing of Research Facilities and interaction with eminent scholars	**Dept of Hindi**	**Dakshin Bharat Hindi PracharSabha , Dharwad**	**01/08/2016**	**31/07/2021**	**Students and Staff**
haring of Research Facilities and interaction	**All the Department**	**Karnatak University Dharwad.**	**01/08/2016**	**31/07/2021**	**Students and Staff**

with eminent scholars					

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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
Sadhana, Women Children Welfare Society ®, Dharwad. And Out Reach Society	01/08/2016	Conduct of Extension activities and Out reach Programs	62
Dakshin Bharat Hindi PracharSabha, Dharwad and Dept of Hindi	01/08/2016	Deputation of students and faculty members for the purpose of interactions with eminent scholars, to participate in seminars, conferences, workshops or any other literary event conducted. . To arrange visits of eminent scholars to	12
Zilla Kannada Sahitya Parishattu, Dharwad. And Dept of Kannada	01/08/2016	Deputation of students and faculty members for the purpose of interactions with eminent scholars, to participate in seminars, conferences, workshops or any other literary event conducted. . To arrange visits of eminent scholars to our college	62

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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
5.2	5.16

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Existing
Video Centre	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Others	Existing
Classrooms with Wi-Fi OR LAN	Existing

[View File](#)

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 patially)	Version	Year of automation
E-Lib (Library Software)	Fully	6.2 Multi Lingual with Barcode Technology	2019

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	17474	1170845	122	15225	17596	1186070
Reference Books	11139	797733	48	18919	11187	816652
e-Books	140000	6500	10000	0	150000	6500
Journals	17	13400	0	0	17	13400
e-Journals	5000	6500	0	0	5000	6500
Digital Database	2	5000	0	0	2	5000
CD & Video	76	14016	0	0	76	14016
Library Automation	1	52000	0	0	1	52000
Weeding (hard & soft)	0	0	0	0	0	0

| Others(specify) | 0 | 0 | 0 | 0 | 0 | 0 |

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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
NIL	NA	NA	Nill

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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	38	1	1	1	0	4	12	8	0
Added	0	0	0	0	0	0	0	0	0
Total	38	1	1	1	0	4	12	8	0

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

8 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
Computer Lab, Smart Board and Related Softwares	https://kittelartscollege.com/wp-content/uploads/2023/01/4.3.3-%E2%80%93-Facility-for-e-content-2019-20.pdf

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 incurredon maintenance of physical facilites
520000	415587	520000	516469

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)

There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. The College has a well-organized and decentralized mechanism to maintain the physical, academic and support facilities. Different committees keeping sync with IQAC ensures the proper maintenance and utilization of the facilities as per the allocation of the budget. 1. Maintenance of Academic Facilities The academic requirements

regarding books, journals, developing study materials, IT facilities along with the budget are placed by the Head of the Department (HoD) to the IQAC . IQAC places the requisition to the Principal and then the Principal and Bursar forwards the issues to Governing Body, Finance Committee, or any other relevant committee based on the requirements as per relevance. On production of proposal and budget for organizing seminars and workshops, the college allots fund and for National/ International Level, these are forwarded to relevant agencies for necessary actions. For all the non-lab based departments, annually amount is allocated and purchase committee makes relevant purchases and also takes care of maintenance of teaching aids while for lab based departments, the amount varies annually based on their requirement. College has purchase policy and tender notifications are done for the bulk purchase. Sometimes required goods are also purchased from local vendors according to requirement. • Proper stock register is maintained after the purchase. 2. Maintenance of Physical Facilities The maintenance of the physical facilities is looked after by the subcommittees. The regular cleaning of the classrooms and laboratory, for any other maintenance related to electricity, plumbing, lab machineries, auditorium, playground, building, hostel, and canteen. The Sub committees in coordination with the office arrange everything according to the demands raised by the departments and other units. Campus Cleaning The cleaning and gardening staff is in charge of keeping the campus (including classrooms, laboratories and playground clean) clean and green. NSS also takes an active part in keeping the campus clean and green. Eco club looks over the overall beautification of the college. IT infrastructure / Computer Facilities Maintenance and up gradation of the IT infrastructure are done by the Computer Repairing and Maintenance Committee. College has high performance server for numerical simulation / digital computation. Teachers are given training to ensure optimal utilization of ICT facilities. Sports Facilities the Sports Committee monitors the ground and equipment of sports and games are regularly maintained. Laboratory Facilities the laboratory equipment is maintained by the concern department staff or through hired technician All instruments are maintained in the stock register for concern department. Library Facilities The library advisory committee maintain the existing books and take decision about buying new books as per allocation of funds and demand of the books provided by the departments through HoDs. Major decisions regarding the purchase of books, service ours are taken in the library advisory committee meeting. Digital library services is provided by the department of library and information centre for users

https://kittelartscollege.com/wp-content/uploads/2023/01/4.4.2.-Procedures-and-policies-for-maintaining-2019-20.pdf

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	**Vidyashri, SC, ST,Poor aid fund and other scholarships**	354	1001400
Financial Support from Other Sources			
a) National	0	0	0
b)International	0	0	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 implemetation	Number of students enrolled	Agencies involved
Regular counselling sessions for the students who approach the counsellor	28/06/2019	23	Self
English Communication	20/07/2019	110	self
Soft Skills	19/08/2019	200	self
Meditation Yoga	21/06/2019	130	self
Mentoring	26/08/2019	625	self
Bridge Course	19/06/2019	450	self
Remedial classes	30/09/2019	125	self
Life Skill	11/01/2020	50	self
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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 passedin the comp. exam	Number of studentsp placed
2019	Kannada Vyakarna	120	225	2	1
2020	One Day Workshop on Student's Career Development	178	178	3	1
2020	Special Lecture on "Your Future is in your Hands"	145	145	5	3
2020	Preparation for Competitive Exams	158	158	4	2
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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

8	8	3

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
NIL	0	0	Deshpande Foundation, Hubli	45	2

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2020	5	B A	Kittel arts college	Karnatak University	M A
2020	7	BA	Kittel Arts College	B. Ed Colleges	B. Ed
2020	2	B A	Kittel Arts College	Nursing College	Para Medical

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
NET	1
SET	0
SLET	2
GATE	0
GMAT	0
CAT	0
GRE	0
TOFEL	0
Civil Services	3
Any Other	4

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

Activity	Level	Number of Participants
Inter college and inter university Debate	State/university	45
Bhavgete	Univerity	21
Volleyball	Inter-class	36

Cricket	Inter-Class	72
Single Zone Ball Badminton Tournament for Men	University	50
University Blue Selection (Ball Badminton for Men)	University	36
Walk for Good Health and Kite Festival	Inter-Class	140
Fun week	Inter-Class	418
International Yoga Day	Inter-Class	150
Annual Sports Meet	Inter-Class	480
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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	Chief Minister Commendation Award and Cash Prize won Rupees 10,000/-	National	Nill	1	51	SUO Gururaj
2019	RD Parade	National	Nill	1	110	Mr. Yatheesh M S
2019	National Integration Camp	National	Nill	1	120	Mr. Yallalinga Hosapeti
2020	University Blue	National	1	Nill	156	Miss. Sahana Masalapur
View File						

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

The Students Representative council plays an important role in the activities of the college. Several Associations are functioning in the college. Each association is headed by a convener, who will be a faculty member and one secretary and one joint secretary. SRC also consists Six societies namely 1) Literature society, 2) Outreach society, 3) Fine Arts Society. 4) Debate Society, 5) Photography Society. 6) Eco club. Outreach society is unique platform which helps students to realise their responsibility towards society. Under this platform along with NCC and NSS, the students and staff actively involved in helping labour class and other needy people during Covid time. Essentials such as food grains, masks, medicines, toiletries, clothes etc. were distributed. Moreover students assisted Covid warriors (Police and Medical

personnel). The literature society of our college provides sufficient scope for the students to exhibit their talented in poetry writing, essay competition, quiz etc. Every year 'Hindi Day" is celebrated. A resource person delivers a speech to the students stressing the need for learning Hindi language and its importance. The sports society focuses on the physical culture of the students.. Department of physical education organizes International Yoga Day in association with NSS NCC units of the college. Fine Arts society is another major wing of the SRC. Fine Arts Society gives sufficient opportunities for the students to showcase their talents in cultural activities like dancing, singing, rangoli, collage, Poster making etc. Talented students are deputed to Youth Festival of Karnataka University and cultural Competitions outside the college. Fun week is organised every year. Students are motivated to wear traditional dresses and exhibit their talents. This gives an opportunity to understand the rich Indian heritage and culture. The Photography Society exploits the skill of photography among students the students are allowed to take photographs of all the college functions and activities. At times, they are escorted by the respective staff to out of campus to encourage Nature photography. This may also develop into a profession. The Debate Society encourages students to develop stage confidence and motivates them to research into the different topics that are given for competitions. They are deputed to go to different colleges/university to participate. The Rev. Ferdinand Kittel Inter Collegiate debate competition that takes place every year in the college, (since the inception of the college in 1988) is well known in north Karnataka. The Women Empowerment and Gender Sensitivity Cell organizes programmes to create awareness among the students on health and hygiene, legal rights, defense techniques, yoga etc. They are also motivated to pursue a career and attain financial independence. The institution believes in democratic internal administration and thus provides its students an opportunity to represent on various academic and administrative bodies. The students represent the student Council as secretaries and they are given representation on the Editorial Board of the college magazine, the Library committee, Discipline committee, Literature society, NCC, NSS and students' grievances redressal etc. Through the youth Red Cross Society our students actively participate in blood donation

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

107

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

19575

5.4.4 – Meetings/activities organized by Alumni Association :

Regular meetings are held with alumni. Suggestions of the alumni are considered and efforts are made to implement them. Alumni members are invited through career portal to deliver lectures to motivate students. During special occasions some eminent alumni members are available to give technical guidance and help to the Institution.

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)

The College functions under the Management of Church of South India, Basel Mission Higher Education Centre on the one hand and the Karnatak University UGC on the other. The curricula, syllabi and the calendar of events are specified by the University and the college adheres to the guidelines. The IQAC works as supreme body in planning and implementing academic policies, the functioning of the college is marked by an efficient internal decentralisation which works with the active role of Principal, IQAC along with the staff. The IQAC is a unique body that is actively working in collaboration with the Principal towards the upliftment of the College by formulating and implementing quality Policies: The Principal and staff conduct several meetings and discuss the proceedings of whatever is on hand and shape the activities in view of the available resources. Academic and Curricular activities: For Academic/Curricular activities at the micro level the respective head of the department discusses with his colleagues and brings the details to the IQAC and the Principal for implementation of the same with changes if any or as required. Extra-Curricular and Co-Curricular activities: For extracurricular and cocurricular activities different Committees that have been formulated for the smooth conduct of activities, also draw up plans and further report the same to the IQAC Co-ordinator, who further reports to the Principal. To illustrate this point the student council worked under the guidance of Dr. Rajesh Turmari who was the convener. There were several committees such as Magazine and publication wing, Degree evaluation, Gender sensitivity and Women empowerment, Attendance committee, Hand book, Sports committee, etc., with specific convener and members. These committees also comprise the student secretaries too. Strong team spirit is reflected in all the activities of the college. Decentralisation: Decentralisation is reflected among other aspects, in the conduct of Rev. Ferdinand Kittel Memorial Intercollegiate Debate competition. It is conducted with small teams consisting of a Convener and members. Under the guidance and leadership of the convenor of Debate Society the whole competition is organised smoothly. To illustrate decentralisation, the working of the Office could be cited. Under the direction of the Principal, the Office Superintendent and Administrative staff works seamlessly. General Staff meetings are conducted as and when the need arises and collective thinking facilitates decision making. A democratic and egalitarian system that marks every aspect of the College facilitates a transparent system. The defining, allotting and communicating of responsibilities happen concomitantly at all levels in the said meetings. The Student Council is a significant body that works in close proximity with the Principal and staff for the effective working of the College. Thus the Student Secretaries have a say in the activities of the College. Diverse external agencies are interacted with by the staff and their valuable suggestions are taken into consideration.

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	Some of the faculty members are in the panel of BoS of affiliating university. For the development of the course curriculum, as and when BoS meeting organized by the university, faculty members have suggested for modification of course curriculum (ex.:

	Department of Kannada, Sociology, etc.) To enrich the course curriculum, the Department of Economics, Education, History conduct field trip based on the course curriculum. Students have projects / field work as part of their course. The respective members of faculty give projects to students and they work on their projects at any particular industry. Moreover students engage in interface with industry. The college takes keen interest in inculcating quality improvement strategies among the student communities
Library, ICT and Physical Infrastructure / Instrumentation	Library is fully automated equipped with library software E-lib version 16.2 multilingual with barcode technology, the latest audio and video technology along with the facilities of INFLIBNET, e-journals, e-books, OPAC, reprography, journal sections and digital sections are available. Teachers are downloading the reference materials through remote access. Library is also developed with Library website i.e.,www.kittelarts.lib.info.com through which students and faculty members access e-learning resources. College has a facility of e-resources with upgrade versions of Smart board, LCD's, OHP's, CCTV's, and wi fi connection etc. These amenities are maintained in good working condition. Smart class rooms are maintained in good condition and the auditorium / Seminar hall with the seating capacity of 300.
Human Resource Management	14 permanent teachers as against 25 sanctioned post. The Management has empowered the Principal to recruit qualified and competent teachers as and when necessity arises due to superannuation, introduction of new subject by university, excess of workload. As and when administrative staff gets retirement, such post is unaided as per present government norms. For the smooth functioning of the institution, Management recruits competent staff for Administrative work.
Research and Development	College IQAC regularly motivates every faculty members to present and publish research articles at reputed Journal. The institution makes

		sustained efforts to inculcate, develop and enhance research culture and research aptitude among faculty members so as to become competent and professional teacher in the present Scenario. During the year, college has organized special lecture on Research Methodology. In view of this, based on the recommendation of faculty members, necessary learning resources are made available at central library. The students are motivated to undertake project woks through field works and literary studies. Research competency among staff is enriched by presentation and publishing of research papers.
	Examination and Evaluation	Degree Evaluation Committee is formed in the college. It is headed by a Convener, timely notices are circulated to staff and students regarding internal examination. The committee adheres to the calendar of event for the conduct of scheduled internal examinations. The committee collects 2 sets of Question Papers from every teacher, one week prior to the commencement of internal examination and keep them confidentially. The same question paper is distributed to the Invigilator half an hour prior to the commencement of examination. Blocks are made and the students write the examination in an organized way as the seating arrangement is made based on the KUD registration numbers.
	Teaching and Learning	For effective teaching learning processes, college has facilitated 3smart board and enabled internet connectivity. Based on the suggestions and recommendations by students and faculty members, college procure necessary learning resources from time to time. College has organized professional training for faculty members i.e., effective usage of ICT. The IQAC regularly motivate faculty members to participate in seminars, symposia, conferences etc. Good number of research articles published by faculty members. The stakeholders, parents, students and alumni give suggestions and these are being considered and sent to the university as some of our staff members are part of the BoS, Karnatak University, these are endorsed and many a time the university implements such proposals as

	per requirement.
Admission of Students	The College functions under the Management of Church of South India, Basel Mission Higher Education Centre on the one hand and the Karnatak University UGC on the other. The curricula, syllabi and the calendar of events are specified by the University and the college adheres to the guidelines. The IQAC works as supreme body in planning and implementing academic policies, the functioning of the college is marked by an efficient internal decentralisation which works with the active role of Principal, IQAC along with the staff. The IQAC is a unique body that is actively working in collaboration with the Principal towards the upliftment of the College by formulating and implementing quality Policies: The Principal and staff conduct several meetings and discuss the proceedings of whatever is on hand and shape the activities in view of the available resources. Academic and Curricular activities: For Academic/Curricular activities at the micro level the respective head of the department discusses with his colleagues and brings the details to the IQAC and the Principal for implementation of the same with changes if any or as required. Extra-Curricular and Co-Curricular activities: For extracurricular and cocurricular activities different Committees that have been formulated for the smooth conduct of activities, also draw up plans and further report the same to the IQAC Co-ordinator, who further reports to the Principal. To illustrate this point the student council worked under the guidance of Dr. Rajesh Turmari who was the convener. There were several committees such as Magazine and publication wing, Degree evaluation, Gender sensitivity and Women empowerment, Attendance committee, Hand book, Sports committee, etc., with specific convener and members. These committees also comprise the student secretaries too. Strong team spirit is reflected in all the activities of the college. Decentralisation: Decentralisation is reflected among other aspects, in the conduct of Rev. Ferdinand Kittel Memorial Intercollegiate Debate

competition. It is conducted with small teams consisting of a Convener and members. Under the guidance and leadership of the convenor of Debate Society the whole competition is organised smoothly. To illustrate decentralisation, the working of the Office could be cited. Under the direction of the Principal, the Office Superintendent and Administrative staff works seamlessly. General Staff meetings are conducted as and when the need arises and collective thinking facilitates decision making. A democratic and egalitarian system that marks every aspect of the College facilitates a transparent system. The defining, allotting and communicating of responsibilities happen concomitantly at all levels in the said meetings. The Student Council is a significant body that works in close proximity with the Principal and staff for the effective working of the College. Thus the Student Secretaries have a say in the activities of the College. Diverse external agencies are interacted with by the staff and their valuable suggestions are taken into consideration.

Industry Interaction / Collaboration	Organizing industrial visits and inviting resource persons from industries is a regular practice maintained in the college. During this academic year Handicrafts exhibition was arranged in the college to boost self-employment culture among the students. Department of economics organizes industrial visits for the students. Placement Cell interacts with industries for campus recruitment. Industrial visits expose students to industries and their working.

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

E-governace area	Details
Planning and Development	College is prepared and displayed in the college website. Plan of action for the overall development of the institution is also prepared by the IQAC and uploaded to the college website
Administration	In the process of administration and planning ICT is used, student data is maintained online student admission software is being used for recording and maintains student data. Institute

	uses personal e-mails important notices and reports are also circulated via emails. E-governance is the integration of Information and Communication Technology in all the working processes of the system. It aims to minimize the manual efforts and improve the communication, create transparent system, and to be cost and time effective.
Finance and Accounts	Accounting software TALLY is used for accounting, as well as internal and external audit.
Student Admission and Support	Student admission forms are used by the college to create a student data base.
Examination	E-Governance marks every aspect of evaluation and examination. The generation of hall tickets are generated online thus semester end exam process is E-governed. The internal test/practical marks are uploaded on university portal.

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	NIL	NIL	NIL	0
[View File](#)				

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)
2019	NA	Resource Mobilization and Multi-tasking	25/10/2019	25/10/2019	Nill	15
2020	Faculty development programme on "Technology and Education"	NA	10/02/2020		20	Nill

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 development programme	Number of teachers who attended	From Date	To date	Duration
Online Faculty development programme on Advanced Data Analysis and Education Analysis.	1	02/05/2020	09/05/2020	7
Online Multi – Disciplinary Faculty Development Program	1	28/05/2020	03/06/2020	7
Online Faculty development programme on Role of teacher in quality enhancement and accreditation	1	11/05/2020	18/05/2020	7
International Online Faculty development programme on ICT tools for effective online teaching and learning	1	29/06/2020	05/07/2020	7
Online multidisciplinary short term course on MOOCs Creation of E-content Development and OERs	1	05/07/2020	14/07/2020	10
Online Faculty development programme on The role of a teacher in nation building	1	03/08/2020	09/08/2020	7
Online Faculty development	1	07/12/2020	12/12/2020	7

programme on Data analysis using R				
National level online faculty development programme on Online tools for Teaching, Learning and Evaluation	1	09/07/2020	15/07/2020	7
Online certificate course on Android App Development using Block Programming	1	06/08/2020	20/08/2020	15
Online skill development programme on Social Media Digital marketing	1	10/08/2020	21/08/2020	10

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
13	0	4	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
(1)Promotional benefit as and when due to any staff. (2) Scope for pursuing higher education i.e., M.Phil., Ph.D., etc. (3) Loan facility from Co-operative Credit Society. (4) Professional Training programme from time to time. (5)OOD facility for professional training, participation in seminars, workshops, etc. (6)Retention of temporary teaching staff. (7) Free Annual Medical Check-up	(1) Promotional benefit as and when due to any staff. (2) Loan facility from Co-operative Credit Society. (3) OOD facility for professional training (4) Free Annual Medical Check-up	(1) Poor Aid Fund provision (2)UGC Book bank (3) Remedial Classes (4) Mentoring System (5)Coach for extra curricular activities (6) Free Psychological Counselling

6.4 – Financial Management and Resource Mobilization

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

The college conducts both internal and external financial audits on regular basis. The Management believes in continuous monitoring of financial aspects of the college. External audit was conducted by the Charted Accountant, further the Joint Director, Collegiate Education, Government of Karnataka conducts audit. External audit is also conducted by AG office.

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
NIL	0	NA

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6.4.3 – Total corpus fund generated

31250

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	Affiliated University	Yes	Management Principal and IQAC
Administrative	Yes	NIL	Yes	Private Auditor

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

1. PTA motivates and supports students' academic performance in the form of prizes and awards. 2. Provides support for extension and outreach activities. 3. Felicitation to Toppers

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

1. Guidance services provided by management, Principal and IQAC Coordinator 2. Fee Concession for their Students 3. Festival bonus and Festival Advance 4. Health check-up 5. Training on e-Governance

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

1. Organized one day workshop on "Art of Writing" on 27th September2019. 2. Organized Karnataka University Inter-Collegiate Single Zone Ball Badminton Tournament for men and Blue selection on 3rd and 4th October 2019 was organised by the Physical Education department. 3. Department of History Organised a lecture series on "Introduction of Modi Script and its Historical Importance" on 14th February 2020. 4. International Woman's Day was celebrated on 9th March2020. 5. Rev. Ferdinand Kittel Memorial Inter-Collegiate Debate and Bhavageeta Competition were conducted on 19th March 2020. 6. Organized one day National level webinar entitled "The impact of COVID-!9 on Education- Problems, Challenges and Opportunities" on 20th June 2020 by the department of Education.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No
c)ISO certification	No

d)NBA or any other quality audit	No

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	Kannada Vyakarana Coaching	12/08/2019	25/08/2019	14/09/2019	120
2019	Workshop on Art of Writing	20/09/2019	27/09/2019	27/09/2019	150
2019	Organized Karnatak University Inter-Collegiate Single Zone Ball Badminton Tournament for men and Blue selection	20/09/2019	04/10/2019	06/10/2019	320
2019	Mock Parliament	06/11/2019	26/11/2019	26/11/2019	120
2020	Visit to Hebballi for Project Work.	02/01/2020	11/01/2020	11/01/2020	50
2020	Workshop on Preparation for Competitive Exams	23/12/2019	18/01/2020	18/01/2020	158
2020	Workshop on Students Career Development	13/01/2020	12/02/2020	12/02/2020	178
			View File		

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
Discussion on "Nirbhaya Case and Women Safety"	17/01/2020	17/01/2020	170	10

International Women's' Day	09/03/2020	09/03/2020	160	140

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
Envioronmental Consciousness and awareness regarding susutainable use of resourses is spread in the college community by the NCC and NSS volunteers and teachers. A solid waste management system has been setup through sevral initiatives. Segregation of dry and wet waste. Wet waste is utilised to make compost for the garden. The plastic waste in the campus is segregated and is then handed over to authorised recycling firms. Tree plantation drive to maintain greenary in the campus.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	No	Nill
Provision for lift	No	Nill
Ramp/Rails	No	Nill
Braille Software/facilities	No	Nill
Rest Rooms	Yes	0
Scribes for examination	No	Nill
Special skill development for differently abled students	No	Nill

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	28/07/2019	1	'Swach Bharat Summer Internship Programme at Hebballi	Awareness about cleanliness, health, drainages etc.	52
2019	1	1	04/08/2019	1	Swach Kelgeri Tank Abhiyan Programme	Cleaning The tank and tree plantation	67
2019	1	1	11/08/2019	1	Swachhata abhiyan	Created awareness on enviro	128

					rally in Dharwad	nment cle anliness.	
2019	1	1	15/09/2 019	1	Voter's awareness campaign in Dharwad.	Created awareness of voting in the interest of the nation	122
2019	1	1	02/10/2 020	1	Swachh hi seva campaign in Dharwad.	Created awareness on cleanl iness and bad effects of plastics on enviro nment in Rly station.	65
2019	1	1	12/10/2 019	1	Donate Blood and Save Life	Awareness created on donating blood.	58
Nill	1	1	31/10/2 019	1	Youth Red Cross NSS NCC	Vigilance awareness week programme on anti-c orruption	123
				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)
Handbooks – Code of Conduct for students	10/07/2019	Code of conduct for students is displayed at the main entrance of the campus. The same was displayed on the college website. In addition to this, at the time of induction program, IQAC informs all the students. College has published code of conduct for students in student handbook.
Code of Conduct for staff	10/07/2019	Code of conduct for permanent staff is strictly followed as per KCSR. Every permanent

staff, their code of
conduct as prescribed
under KCSR. Similarly, a
separate rules and
regulation support of
IQAC and Management
guidelines, for
management staff.

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	314
Sadbhavana Diwas	20/08/2019	20/08/2019	256
Rashtriya Ekta Diwas	31/10/2019	31/10/2019	198
National Youth Day and Youth Week	12/01/2020	18/01/2020	346
Indian Constitutional Day	26/11/2019	26/11/2019	165
Gandhi Jayanti	02/10/2019	02/10/2019	112
National Voters Day	25/01/2020	25/01/2020	230
NSS Day	24/09/2019	24/09/2019	85
Book Exhibition On Ferdinand Kittel Memorial Day	19/12/2019	19/12/2019	166

View File

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

• Eco-freindly • Campus Cleaniness • Social Distance • Use of Mask • Campus Sanitize • Beatification of Campus • Enery Conservation • Tree Plantation • Say no to plastic • Recycling of college dry waste

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. Mentorship The context that required the initiation of the practice (100-120) words Our institution being located in the heart of the city has admitted students coming Not only from the surrounding rural areas, but also from different parts of Karnataka State. It has been evidenced that most students come from the households with little or Non-academic background. Such students need to be facilitated into the main stream. Many a time the students shy away from expressing their difficulties especially in Academics. Mentorship programme is of great benefit. Slow learners are also Benefitted here. Students residing in hostels might have specific personal problems, Such as acclimating themselves to a new environment. Such issues are best dealt in Mentorship programme. Objectives of the practice (50-60words) The main objective behind mentorship is to groom the students for life ahead besides this it is to cultivate strong moral values and positive energy to meet challenges. Mentorship stresses the need to develop innate skills in the students leading to a profession. Moreover students can be counselled to set good prioritise, career goals and bulid aspirations based on their calibre. As mentorship

programme builds the mentees trust in the mentor, the mentor is in a better position to guide and give timely advice to the mentees to set goals that are reachable. The Practice(250-300words): The total number of students is divided among the total number of staff. All the three semesters students (IampII, IIIampIV and VampVI) are allotted to each member of the staff and this is further notified to the students. Mentor goes to the respective semester classes and identifies the mentees and in turn, introduces himself/herself to the mentees. This creates awareness among the mentees to approach the mentor in times of need. The mentor meets the mentees at least fortnightly and inquires about their classes, usage of library, attendance, availability of study material/book, health concerns. This helps in building a rapport between the mentor and mentees. Those mentees who have access to the cell phone are in touch with the mentor through whatsapp groups. The mentor exercises the great sensitivity towards the mentee. To illustrate this following issue could be quoted. As most of the students are hostilities their grievances if any, or adjustment problems if any, are taken into consideration and counselled accordingly. Here the mentor bridges the gap between the mentees experience of living in his home environment and the urban environment of the hostel and the college. The mentor plays the role of a friend, parent or a confidante. Thereby a trust relationship is established. Sometime some mentees who have faced grave adjustment issues with their peers are counselled against negative decisions. There is a wide gap between the functioning of the PUC and the degree semester system, in that, the PUC functions on annual bases, where as the degree on semester bases. This creates problems for certain students who find it difficult to adjust to the pace of working at the degree level. This problem is identified by the mentor and suitable advice is given towards time management and appropriate use of study material. -150woeds) As notified to the mentees, they are not easily available as per the timings notified. Secondly lack of regular meetings also poses as an obstacle. Further the mentees are not easily approachable, in that, they fail to open up as expected. Hence it is difficult for the mentor to counsel with them. Sometimes the mentees suffer from communication problems for several reasons like familial background of financial instability or inferiority complex or even hesitation of sorts. Sometimes, even if the mentees are counselled, the given suggestions/guidance are not implemented seriously. Some of the strategies adopted to overcome the above said obstacles are as follows An amount of sensitivity is exercised while dealing with them get Moreover persistence in approaching the mentees and building a level of confidence with them goes a long way. Further, there may be a need to communicate with their family. This helps in building a trust relationship with them. Impact of the practices (100-150 words) The impact of mentorship programme is tremendous, in that, the mentees shed their hesitation in opening up or even sharing their difficulties. The rapport built between the mentor and mentee is seen to establish an improved academic performance in them. Moreover their participation and involvement in extracurricular and classroom activities is also seen to improve immensely. Transformation in behavioural patterns, grooming and positive personality development is seen. Adjustment difficulties with their peers are also seen to have been eradicated to a great extent. Resources required An amount of guidance, time management, motivation and energy is required. 2. Title of the practice Remedial Classes The context that required the initiation of the practice(100-120 words) It was evidenced that some students academic performance falls short of the average. This came to light soon after the internal test. In the daily routine classes some students responses were lacking and the need to conduct extra classes for them arose. Especially for the BA I semester students the transition from PUC to BA is significant one. The leap from the annual system to the semester system in itself posses difficulties. In the semester system, the schedule of classes and the portion allotted for the particular semester might seen very chaotic and busy. Some students fall short as regards the pace of learning

activities. Hence remedial classes come to their rescue. Many a time the difficulty arises in answering descriptive questions, where an amount of in-depth critical analysis is essential. Students have to be acquainted with the study material in the absence of any prescribed text book. This can be highly laborious with lack of the required skills. Objective of the best practices (50-60 words) One of the main objectives of remedial course is to train students to read in depth and extensively. They have to be so drilled that they should be able to prepare their study material, rather than resorting to readymade study materials which are available in the form of cheap guides. Especially in the field of social sciences, where there is no prescribed text, but a need to study several reference books, the difficulty arises. Remedial course intends to motivate the students to study extensively. The remedial classes stress on skills of writing essay type answers which is done by repeatedly explaining the given topics, and analysing them. The also slow learners are paid close attention to on a one to one basis. Moreover this provides an opportunity to interact with the students, when such interaction may not be practically feasible during the regular classes as per the timetable. The practice (250-300 words) The remedial class necessitates a very meticulous approach as it targets the needy section student. Here an almost one to one approach or interaction is essential. Whichever part of the study has pose difficulty to the particular student is identified the subject matter is repeated in such way that the student-responds in a positive way specific work assignments are allotted which the students take up seriously, work it out, and in this way the subject matter is made clearer. Comprehension questions are repeatedly asked and responses elicited. Essay type questions are given are given for homework which they write. Thereby they are motivated to work hard and overcome their difficulties. In case of lack of language comprehension, they in the regional language and the matter are clarified. In case of language subjects, reading exercises are undertaken in the remedial class. Regarding social sciences the unavailability of most reference books in Kannada language leads to hindrance for in depth study. This is due to the fact that the students hail from rural and Kannada medium background. Therefore the study material has to be repeated often. Certain difficult topics are reiterated through seminars and project works. Obstacles faced if any and strategies adopted to overcome them (100-150 words) Lack of motivation on the part students is the main obstacles. Irregular attendance, slackness regarding completion of the assigned homework, over exhaustion, due to tight schedule, poor nutrition, last of inattentiveness, distractions are found among the students. Regarding language classes the main hindrance is the strong mother tongue influence, in ability to think in the target language. Lacks of critical thinking, vocabulary and communication problems are the reasons. Strategies-Mentoring is a strategy that in handy to motivate students. Through mentoring their difficulties may be solved. Sometimes they may need intervention of the counsellor. At times the respective subject teacher may have to speak to the student guardian to find out the exact reason to problem. Impact of the practices (100-150 words) The impact of remedial classes was tremendous. The Students were motivated and Confident to do loud reading their by improving reading skills the practice had a positive Impact on their standard of writing skills as well. They were encouraged to do cursive writing and this practice impact upon their overall speed of their writing in English language. Their level of Critical thinking Improved drastically.

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

https://kittelartscollege.com/wp-content/uploads/2023/01/7.2-Best-Practices-2019-20.pdf

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

The institution lives by its august principles of " To serve and not to be served". Hence it caters to the educational requirements of the rural people, the location of the College is very apt and hence convenient for most students who commute from their village daily. Another distinctive vision of the College is to put the students at the heart of our entire venture and to prepare them to achieve their highest potential. This is manifested in the success and achieved by our alumni, who have occupied many significant positions in Society, government and nation at large. The Library has provided the online N-list programme, e- resources service to the students through the offline electronic resources provided to the users through Calibre E- Books management. This service is very helpful to the students as they can access e-books throughout their career, that is, even after the completion of their three year graduation course.

Provide the weblink of the institution

https://kittelartscollege.com/wp-content/uploads/2023/01/7.3.1-VPT-performance-of-the-Institution-2019-20.pdf

8.Future Plans of Actions for Next Academic Year

? To promote research potentialities of the faculties and Students through Workshops / Webinars/Seminars / Conferences /Special Lectures ? To conduct inter-collegiate university /State/National level tournaments /Competitions ? To encourage the students to conduct project-oriented field work/Programme /Interaction. ? To organize Awareness exhibition/ Rallies/Special lectures series/Creative Drama/Debate programme for the students ? To promote various activities under/Cells/ Units/Library /Departments ? Provide ample provision to maximum using of technology in Teaching –Learning Process.