



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution	KITTEL ARTS COLLEGE
• Name of the Head of the institution	Dr. Rekha M Jogul
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	08362793076
• Mobile No:	8217614585
• Registered e-mail	kittelartsoffice@gmail.com
• Alternate e-mail	jodrrekha@gmail.com
• Address	P. B Road Dharwad
• City/Town	Dharwad
• State/UT	Karnataka
• Pin Code	580001
2.Institutional status	
• Affiliated / Constitution Colleges	
• Type of Institution	Co-education
• Location	Urban
• Financial Status	Grants-in aid

• Name of the Affiliating University	Karnatak University				
• Name of the IQAC Coordinator	Dr. Raju G.				
• Phone No.	08362793076				
• Alternate phone No.	08362440060				
• Mobile	9481459291				
• IQAC e-mail address	kittelartsoffice@gmail.com				
• Alternate e-mail address	drrajugp@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year))	https://kittelartscollege.com/wp-content/uploads/2023/02/Aproved-AOAR-Report-2019-20.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://kittelartscollege.com/wp-content/uploads/2023/02/CALENDER-OF-EVENTS-2020-21.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B+	77.00	2007	31/03/2007	30/03/2012
Cycle 2	B	2.72	2016	11/07/2016	10/07/2021
6.Date of Establishment of IQAC			01/07/2009		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
NIL	NIL	NIL	NA	NA	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			View File		

9.No. of IQAC meetings held during the year	02	
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	View File	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> If yes, mention the amount 		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
<p>? Successfully conducted One National level Webinar and Seminar to the faculty and One National level online Debate Competition to the students' community. ? Successfully implemented the Choice Based Credit System Scheme and Conducted Induction programme to the students. ? All the faculty of our institution successfully Served as a official for Covid-19 Inter-state check post registration counter at University of Agricultural Science Dharwad from 07-05-2020 to 01-06-2020 (District Administration) ? AQAR of the year 2016-2017 is successfully submitted and approved by the NAAC office ? Good number of activities especially in related to COVID-19 Pandemics been conducted</p>		
12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year		
Plan of Action	Achievements/Outcomes	
<p>To promote research potentialities of the faculties and Students through Webinars/ Workshops /Conferences /Special online Lectures</p>	<p>Successfully conducted One National Level Webinar and Seminar and One National Level Debate Competition for student community. • One-Day National Level Webinar conducted by the Department of Education entitled "Teaching and Learning through Technology" on 30/05/2021. More than 260 participants from different States and colleges</p>	

	<p>were participated and benefited.</p> <ul style="list-style-type: none"> • One-Day National Level Seminar under History Department in association with State department of Archives, Bangalore and Department of History and Archaeology Karnatak University, Dharwad on 10th march 2021 entitled "Political and Cultural History of the undivided Dharwad District during colonial period"
<p>Provide ample provision to maximum using of technology in Teaching -Learning Process</p>	<p>All the faculties of the institution were successfully conducted online classes to the Students and they also conducted internal tests and co curricular activities through online mode.</p>
<p>To be implement the CBCS Scheme</p>	<p>Successfully implemented the CBCS Scheme.</p>
<p>To promote research attitude and culture of the Staff and the Students.</p>	<p>The faculties of our college Participated and presented research papers through online in the National, International and state level Webinars, Conference and Workshops. They also conducted project-oriented field work. Students of various Department / Society / Cell/Unit successfully conducted project-oriented field work and inculcated their research potentialities. Published good number of research papers in peer reviewed and UGC Care list research Journals.</p>
<p>To encourage the students to conduct Project-oriented field work/ Program /Interaction(With precautionary measure during COVID -19 Pandemic)</p>	<p>Successfully conducted project-oriented field work, through off and online by the respective departments, Interaction with village peoples on promoting Quality Culture and Literacy program</p>

13. Whether the AQAR was placed before statutory body?	No
<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
Nil	Nil
14. Whether institutional data submitted to AISHE	
Year	Date of Submission
2021	19/02/2022
15. Multidisciplinary / interdisciplinary	
<p>Kittel Arts College is a liberal Arts College which also offers P.G course in Kannada. The implementation of NEP to be introduced during the next academic year incorporates multi-disciplinary and holistic approach to embed skills among the learners and the teachers. The faculty members, students and parents are given required inputs for the implementation of NEP. The departments of the college have prepared themselves for the introduction of open elective courses to be offered as a part of inters disciplinary approach of NEP. The students are given orientation in the beginning of each semester regarding the open elective courses to be selected along with their curriculum across the streams. It is observed that, the students and teachers have accepted the multi-disciplinary/ inter disciplinary approach of NEP through open elective courses. It is proposed to develop Graduate Attributes at appropriate level which will act as common denominator for curriculum across universities. The programs designed shall empower graduates as expert problem solvers using their disciplinary knowledge and collaborating in multi-disciplinary terms. Karnatak University has designed the implementation of the multidisciplinary and holistic education in all the under-graduate programs and the consequential post-graduate programs, with multiple entry and exit options with multiple certificate/diploma/degrees in the Faculties of Arts, Science, Commerce and Management to replace the present undergraduate degree programs.</p>	
16. Academic bank of credits (ABC):	
<p>Academic Bank of Credits (ABC) is a virtual/digital storehouse that contains the information of the credits earned by individual students throughout their learning journey. It enables the students</p>	

to open their accounts and give multiple options for entering and leaving colleges or universities. There will be "multiple exits" & "multiple entries" points during the higher education tenure & credits will be transferred through the ABC seamlessly. It can be considered as an authentic reference to check the credit record of any student at any given point in time. Thus, the concept of ABC is fuel to boost the efficiency of faculty and help students embrace a multi-disciplinary educational approach. The idea is to make students "skillful professionals" and help their overall growth. NEP has facilitated the learners to have wide range of learning opportunities across the world without having any impact on their studies due to the differences in circumstances; and thereby ensures the new learning horizons. The institution plans to give inputs about the Academic Bank of Credits and its usage to the students and parents during the orientation program and later during the interface meetings with parents.

17.Skill development:

The institution is affiliated to Karnatak University and hence the curriculum of the University is followed. NEP to be introduced during the Next year will introduce skill enhancement courses (SEC) as compulsory courses to all students. Under skill based courses, Digital fluency, Environmental studies, Artificial Intelligence, cyber security and internship are introduced for first three years of study. Health & Wellness, Yoga, sports, NCC, NSS and R&R courses are introduced as value based courses under skill enhancement courses. Besides these skill enhancement courses, the colleges are encouraged to introduce various other skill development courses. Besides these skill development courses, the students are given training programs in this regard.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

The promotion of Indian Languages, arts and culture is seen very important and it could be effectively imparted through integrating Indian languages, arts and culture into the main curriculum which would not only develop a strong sense of identity and aesthetic outlook but also enhances creative and cognitive skills among the children. The college has a rich linguistic, cultural and artistic heritage. The college offers Hindi or Kannada language as second language as the part of curriculum. Along with curricular activities, college has given an equal importance to extracurricular activities like Debate, Music, Drawing, Photography, cultural activities etc. conducted by several Societies, clubs and Units of students with the guidance of teachers. Teaching in the college is

multi lingual in nature despite being officially declared Kannada and English as medium of instruction

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

Outcome-Based Education (OBE) is a pedagogical model that entails the restructuring of curriculum, pedagogy and assessment practices to reflect the achievement of high-order learning, as opposed to a mere accumulation of course credits. As the College is affiliated to Karnatak University, broad specified Program outcomes and Course outcomes are discussed at the University level. Every teacher is expected to focus on OBE while delivering the content of the course. Various teaching pedagogies are applied by the teachers to reach the OBE.

20.Distance education/online education:

The college is affiliated to Karnatak University which offers programmes on regular mode. The college has developed very good ICT facilities and has also trained the teachers and students regarding online teaching and learning. The study materials are provided through whatsapp and Google sites. The links of recorded video tutorials are provided to the slow learners and absentees for the better understanding of the concepts.

Extended Profile

1.Programme

1.1	01
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	697
Number of students during the year	

File Description	Documents
Data Template	View File

2.2	438
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Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year		
File Description		Documents
Data Template		View File
2.3 Number of outgoing/ final year students during the year		182
File Description		Documents
Data Template		View File
3.Academic		
3.1 Number of full time teachers during the year		13
File Description		Documents
Data Template		View File
3.2 Number of Sanctioned posts during the year		29
File Description		Documents
Data Template		View File
4.Institution		
4.1 Total number of Classrooms and Seminar halls		13
4.2 Total expenditure excluding salary during the year (INR in lakhs)		2177477
4.3 Total number of computers on campus for academic purposes		36

Part B**CURRICULAR ASPECTS**

1.1 - Curricular Planning and Implementation

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

The Institution is permanently affiliated to Karnatak University, Dharwad and follows the curricula prescribed by the University for All Programs.

The Institution has an Effective Mechanism for well-planned Curriculum Delivery and Documentation. The quality of the fresh input to the institution is assessed in the induction programme in terms of merit, caste, belongingness to rural and urban areas, economical background and other factors.

At the beginning of each Academic Session college prepares the Calendar of Events as per the University Notifications

The Departmental Meetings are held in which the syllabus and workload are distributed to the Teachers. Each department prepares its own action plan, teaching plan and mode of curriculum delivery and efforts are made to deliver the curriculum to transfer the spirit with which it is framed. The Time Table is prepared and approved by the head of the Institution.

The Induction, Orientation and Annual Awareness programs are organized for Newly Admitted First year Students to make them aware of Academic, Co curricular and Extra Curricular Activities, Support Services and the Mechanism for Curriculum Delivery. Awareness is created among Students regarding the code of conduct and Human Values to be inculcated.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

- The college activities with respect to teaching, learning and evaluation are framed in relation with the Affiliated University's Calendar of Events. Accordingly 2 internal tests are conducted in each semester. The 1st I.A. after 8 weeks from the commencement of semester and 2nd after 6 weeks from

the date of 1st I.A.

- At the end of the semester examinations are conducted by the Affiliated Karnatak University, Dharwad and the Degree is awarded on the basis of their evaluation. How much successful and self-reliant the wards become after the completion of their education is an evaluation of the entire system.
- The Home Assignments reflect the work culture, regularity and grasping power of the students. Participation of students in Field Visits / Industry Visits collection of data through surveys and report preparation and presentation are the intelligent quotient indicators of the wards. Students' participation in various competitions throws light up on the competencies of the students.
- The participation of the students in Seminars, Workshops and other academic activities also throws light upon the capacities, intelligence, communication skills and many more merits of the students.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	Nil

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

A. All of the above

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

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented**1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented**

01

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year**1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)**

165

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

165

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

80

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

With the depletion of natural resources over the period of time, there is an urgent need to create awareness among the students to preserve the environment. The activities to promote green campus and greenery in the neighbourhood, extension activities are carried out by the students and volunteers of NSS, YRC, NCC.

The Government schemes for better nation like Swachha Bharat Abhiyan, Swachata Pakwaad, Save Water and Save Energy are observed through active participation of the students in such programmes. It helps the students to become responsible citizens by shouldering civic responsibilities. The human values and the concern towards people in distress are enhanced by organizing activities like Blood Donation Camps, Visits to Orphanages and Old Age Homes. Mingling with Special and Challenged Children, Promoting economically backward people, Rural Sector etc.

Many community oriented programmes such as adult education, literacy programme, awareness programmes, agriculture promoting activities and many more rural developmental activities are organized during NSS Camps at adopted villages.

And also we have undertaken many schemes to bring in many progressive projects and reformations in the adopted villages by creating awareness on issues like latest methods of farming and agriculture, animal husbandry, environmental preservation and health related issues.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

2

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

1.3.3 - Number of students undertaking project work/field work/ internships

39

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders
Students
Teachers
Employers
Alumni

B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	No File Uploaded
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows **C. Feedback collected and analyzed**

File Description	Documents
Upload any additional information	View File
URL for feedback report	Nil

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

720

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

195

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

The institute identifies slow and advance learners, the earnest efforts are being made to improve the prospect of slow learners by continuously motivating and inspiring them. The Induction programme, Mentorship system and Guidance and Counselling sessions, Diagnostic Tests and Internal Tests help to lift up the slow learners.

Identification of the target group

The Internal Examination and Result analysis committee is entrusted with the task of identification of slow learners and Advanced learners. Based on their previous examination, students with performance score less than 50% in each subject are identified as slow learners.

The institution offers following Special Programmes for slow and advance learners in order to improve their learning levels and skills:

Special Programmes for Slow learners

- Short Term and Bridge Courses
- Diagnostic Test and Remedial Classes.
- Mentor Scheme
- Guidance and Counselling Services
- Study Material and Question Bank
- Book Bank Facility

Special Programmes for Advance learners

- Appreciation of Meritorious Students by Awarding Special

Incentives

- Career Guidance
- Use of ICT for Encouragement

- Using advanced learning aids in the classroom to enhance learning experiences
- Skill enhancement programme
- Special attention and enrichment of Curriculum
- Group Discussion and Seminars
- Projects and Assignments
- Academic Guidance Talks, Seminars and Workshops

File Description	Documents
Link for additional Information	Nil
Upload any additional information	View File

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
697	12

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

A student-centered method focuses on the needs, abilities, interests, and learning styles of the students. Accordingly the teachers use skill based methods such introducing, demonstrating, and citing examples and exceptions, hypothesizing, reporting, conjecturing, conforming, contrasting, explaining, elaborating and concluding. The experimental learning develops highlighting or emphasizing, prompting to encode different entities as equivalent among learners and also provides models to emulate and opportunities for performance to the learners. The following Methods have been adopted.

Experimental Learning

- Skills Oriented Program
- Field Visits
- Internships
- Service learning

- Industrial Visits
- Power Point Presentation and Videos
- Video Lectures Available on Internet
- Practical as Required

Participative Learning

- e-Learning
- Enquire based learning
- Discovery based learning
- Case based instruction
- Active learning
- Group Discussions
- Student Seminars
- Stage Presentation
- Hold a Competition
- Formation of Students' subject wise clubs/association
- Project Assignment
- Interaction with Alumni
- Reviewing of Subject Articles.
- Poster Presentation.
- Method of Attempting Questions in Examination.
- Field Visits and Educational Institute Visits.

Problem Solving Methods

- Home Assignments
- Projects
- Library
- MCQ on Google, Software for Online Tests
- Communication Skills Development
- Using Class Tests and Explaining Accordingly
- Question Answer Session.

However, Student centric methods are used for enhancing communication, skills of human relations, citizenship, leadership, and well-adjusted personality in learning experiences

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

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

maximum of 200 words

The use of ICT creates readiness in the learner for participating in the learning experience. ICT tools provide clarity, precision and accuracy of the information processed. It is used in the development, organization and summarizing phases of the topic. It brings world events to the classroom and helps in promoting interrelationships and assessing learning outcomes. It is a very high supporting factor for the teaching learning process. The following ICT based Teaching-Learning Methods are adopted by the institute during last six years.

ICT based Teaching-Learning Methods:

Educational future depends upon what you do today. However, this saying fulfils the purpose of adopting Traditional Class Room teaching methods in order to make teaching learning methods more effective. The following methods are adopted to enhance quality education.

- Screening of motivational videos and films.
- Demonstration by using Audio, Video, Charts, and Models.
- Lecture Capture Methods.
- Creating Study Group to Share the Knowledge.
- Google Classroom
- QR Code
- Posting of Lectures Captured on YouTube

Classrooms are well equipped with ICT infrastructure mentioned as under:

- Language Laboratory
- LCD Projector
- Wi-Fi Facility
- CCTV
- Air Conditioner
- Electric Podium
- Overhead Projectors
- Smart Board
- Subject Related Software
- Digital e-library

All the teachers use ICT tools while teaching

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

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

2.3.3.1 - Number of mentors

12

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

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

13

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

10

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

277

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The institute follows the pattern of the University by preparing Academic Calendar in order to efficient and time bound conduction of Unit Tests, Seminars, Group Discussion, Home Assignments, and Projects. The calendar brings transparency in internal assessment and is robust in terms of frequency and mode for it is open to all and informs the same agenda to all. It helps students to prepare before the time of the event. It gives them sufficient time to study the given unit of the syllabus.

- In order to implement all academic, co-curricular and extracurricular activities proposed during the session, an Academic Calendar is prepared and published in the college prospectus and also uploaded on the college website. It is strictly followed in terms of date, time, venues and schedule of internal assessment by the students and the staff members to avoid confusion.
- The events proposed in academic calendar are reviewed in the

staff meeting and the report thereof is placed before the IQAC for information and necessary suggestions.

- The institute publishes the news of success stories in the newspapers which generalizes the informatics of the events organized as the stakeholders get glimpse of events organized and to provide suggestion for improvement.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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

The students are communicated the process of the evaluation in advance. The time table is displayed on the college website, notice board and students' WhatsApp Group well in advance. The exams are conducted under the direction of Internal Examination Committee. The convener of the Examination committee and members play very significant role in examination process. And CCTV surveillances and an invigilator is appointed for a batch of 30 students. The college has formed Grievance Redressal Cell to solve examination related complaints of the students. The cell takes impartial initiatives for transparent justification on the grievances of the students. Each department carried out evaluation and declares results within time. The queries, if any, are invited for discussion. The corrected answer sheet is shown to the concern student.

The issues related to University examination are forwarded to the University. They are even asked to apply for rechecking of the assessed answer sheet.

The students and the faculty are continuously informed to maintain transparency in Examination related issues. The college maintains total transparent justice in the internal examination process or system.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The Karnatak University to which our college is affiliated adopts open Elective Course System for final year. Arts stream has a fixed set of subject combinations as programs. There is CBCS at UG levels for I semester. The board of studies meant for each subject at the University level, comprises of subject experts from PG and UG Departments. The curriculum for each subject is framed and passed in the BOS meetings. Some of our staff members are the members of Academic Council and B.O.S. Their knowledge in curriculum Facilitates communication of actual objectives of the programs and their outcomes with-out any ambiguity to the staff and students. Workshops are organized either online or offline to discuss the course outcomes whenever the curriculums are revised or on need basis.

All the courses specified are meant and designed with specific Objectives by the BOS. The teachers become aware of the Course objectives by self study and through discussions with their subject colleagues, participating in related workshops and they gain knowledge in their respective subjects in the light of course objectives and prepare to impart the knowledge in that direction.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	View File

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

Course objectives and course outcomes are mapped in reference with programme outcomes by applying direct and indirect methods. Direct method display performance of students in University examination and internal assessment. Indirect methods are feedback of students, survey, news, alumni etc.

The home assignments encourage self-study. Most of the learners refer the text and reference books to explore the ideas and comprehend the given topic.

Conduction of internal Examinations, Unit Tests, Field Survey,

Educational Tours, Excursions, Practical Work, Projects, Seminars etc. prove to be the useful tools for the continuous assessment of the COs and POs. The institute also attempts to attain the course outcomes and programme outcomes by organizing curricular, extracurricular activities etc.

The learners are encouraged to be creative in Literature in the form of writing Articles, Poems and Essays etc. for the college Annual Magazine (Khsitija). The copies of the magazine are presented to the distinguished scholars, guests and visitors in order to assess the literary worth of the Articles; Poems and Essays written by the learners

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

180

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://kittelartscollege.com/wp-content/uploads/2023/02/Annual-Report-of-2020-2021-Final-for-Link.pdf

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<https://kittelartscollege.com/wp-content/uploads/2023/02/2.7.-Students-Satisfaction-Survey-Students-Feedback-on-Institution.pdf>

RESEARCH, INNOVATIONS AND EXTENSION**3.1 - Resource Mobilization for Research****3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)****3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)**

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year**3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year**

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year**3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year**

02

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

04

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

01

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

The IQAC initiates Extension Activities in association with NSS, YRCU, Scouts and Guides units in collaboration with GO's and NGO's and people in the neighbourhood of the place of activities. They are

a means to provide informal education regarding Moral values, social responsibility, Health awareness, Rural Development etc. All the programmes are planned in a wider perspective to expose students to the real world, interact with the victims of Natural calamities, to take part in service oriented activities, to inculcate values and Ethics, to develop Healthy mind in a Healthy body and many more virtues. All our efforts have borne sweet fruits by transforming the raw teenager into a matured, responsible youth, ready to leap in to any situation to help the needy, depressed and deprived. They are enabled to behave responsibly, to think twice when encountered with the situations to fall-out from the path of ethics and Values.

Activities initiated and sustained over the period:

1) Environment Conservation:

1. Tree plantation programme Swach Bharat Abhiyan
2. Energy Conservation by using LED bulbs and Solar units
3. Save Water and save Energy

2) Health Oriented:

- a) Covid awareness programme both rural and uraban
- b) Harmful Effects of Tobacco Consumption
- c) First aid Tips
- d) Contributing to Open Defecation free environment

3) Gender Equity/ Sensitization Programmes

- a) Importance of Education to a Girl Child
- b) Legal, Rights and Duties Awareness.
- c) Celebration of International Women's Day

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

01

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	No File Uploaded

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

02

File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

18

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

4

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	No File Uploaded

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

3

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc The institution has adequate infrastructure and physical facilities for teaching-learning, laboratory, library, basketball court and playground for sports, computers, classrooms etc. The College follows an organised and decentralised mechanism for work. The IQAC at the head, with different committees and

societies, working in sync ensure the proper utilization of the facilities. The college has six smart classrooms, a computer and language lab, 38 computers and other upgraded teaching tools. The college library is fully automated equipped with 16.1 upgraded version multilingual software bar code technologies; it is enriched with huge collection of books, journals, and calibre e-books management service through offline electronic resources. Digital library online services are provided which include e-books, e-journals, professional skill development programmes, technical skills, languages and study materials for competitive exams. Thus an optimal use of infrastructure is ensured; the members of faculty upgrade themselves with training programmes, workshops, conferences and latest technology in teaching.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

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

The college has three halls for cultural activities (Seminar hall room no -04, Worship hall and Tagore hall). The seminar hall with digital facilities can accommodate 150; here audio visual programmes, ICT classes and seminars may take place. The Worship hall accommodates 300, it is full-fledged with digital facilities; most of the programmes take place here. The Tagore hall is 1500 square feet and can accommodate around 700 is occasionally used.

The separate utility room accommodates musical instruments, sports equipment and other materials. The management has a full-fledged digital auditorium (Jung hall) with 1000 seating capacity which is occasionally used by the college. Musical instruments, Synthesizer and Guitar are there. Analytical Instruments like weighing scale, BMI measurement, and grip dynamometer are there.

The Colleges has indoor and outdoor sports facilities for games like chess, table tennis, basketball and ball badminton court respectively. The huge play ground around 10000 square feet accommodates 200 meter running track and for other outdoor games.

The Sports department is enriched with in most materials like football, basketball, badminton, table tennis rackets, long tennis

rackets and balls, fencing, cricket, softball and issued to the students as required. Sports equipment issuing register is maintained. The above said sports infrastructure is made optimal use of for physical education lectures and practice, inter class and Inter College competitions by students and staff members alike.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

5

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

5

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

4.63319

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

- Name of ILMS software: E-LIB LIBRARY MANAGEMENT SOFTWARE

Nature of automation (fully or partially) Fully automation

Version 16.1 upgraded version

Multilingual with Bar code technology

Year of Automation 2010 and 2016 upgraded

Kittel Arts College had a centralised air-conditioned library equipped with Integrated Library Management System (ILMS) several advanced library software's are installed in the library for the best use of students and staff. The college library had acquired library management software e-lib in the year 2010 and timely upgraded. The Integrated Library Management System easy to work and manage the smooth functioning of library setup. The bar code technology used for at the time of issue and return of books, journals, magazines, CDs/DVDs, maps etc. the software OPAC used in the library for the smooth functioning of daily activities of library.

The college provided Wi-Fi facilities to both students and staff. The faculty members can access the college website as well as library information and facilities online. Drastic reduce in the writing work, Automatic due reminders generation and tracking of user's validity, Digital Signature/Slip for circulations and Reports using Graphical Summary, Entry of the

Students and Staff.

The library and information center is having two data basis

- <http://www.kittelartslibinfo.com>
- <http://kittelartsdigtallibrary.com/>

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources B. Any 3 of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

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

0.31698

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

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

79

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The Library and information centre has its own website <http://www.kittelartslibinfo.com>. It provides various electronic resources to the users like e-books, e-journals, e- newspapers, e- collections and audio video services, and web OPAC service. From this academic year the new digital library online services are provided which includes following areas like e-books, e-journals, professional skill development programmes, technical skills, languages and study materials for student for exams. The url of the digital library is <http://kittelartsdigtallibrary.com/>. OPAC service has been provided for the users. Smart card facility is provided to the staff and students, computerised attendance maintained in the library. The college has provided Wi-Fi facility both students and staff.

Annual up gradation and maintenance of Computers with latest configuration is done. Aargees Busines Solutions Hubli is provides maintenance service to both Library and office. The college office is equipped with e-admin office. The college has a bsnl modem of 8 MBPS internet speed. The computer systems regularly upgraded with Anti-virus. However the computers and their accessories are maintained by Mahen System, Dharwad who visit the institution as and when required and take up need based calibration and other precision measures. Two Xerox machines, one colour and one black and white are installed with maintenance by company vender. THE COLLEGE follows energy conservation measure in the form of solar energy panels that have been installed for continuous uninterrupted power supply. It is maintained by local service provider. The whole campus is under CCTV surveillance.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.3.2 - Number of Computers

40

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution D. 10 - 5MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

4.63319

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - classrooms, sports room, library, Geography, Psychology and computer labs, etc. The college has a Budget and Purchasing Committee that oversees the upkeep of buildings, classrooms and laboratories. The committee headed by the Principal along with a few teaching and administrative staff monitors the functioning of this work. The committee undertakes occasional reviews and ensures good working condition of the said mechanism.

The administrative staffs maintains cleanliness of the campus, classrooms, labs, staffrooms, office etc. the environment and waste management is taken care of by maintaining dustbins at places, Technicians like plumber, electrician and computer service provider render services. Service providers like scavenger and gardener render services too.

The security and discipline are well taken care of by hired security personnel. Ample parking space is provided both for staff and students. However, a restricted vehicular movement is maintained. The campus is under surveillance of cameras.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

447

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to institutional website	Nil
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

0

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

0

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

B. Any 3 of the above

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

5.2 - Student Progression**5.2.1 - Number of placement of outgoing students during the year****5.2.1.1 - Number of outgoing students placed during the year**

0

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

80

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

01

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File

5.3 - Student Participation and Activities

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

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

02

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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

Institution facilitates students' representation and engagement in various administrative, curricular and extracurricular activities, in the form of the Student council that is constituted of different societies and committees such as IQAC, college magazine, Library committee, Discipline committee, Literature society, NCC, NSS and students' grievances redressed etc...

Outreach society trains students towards awareness of their responsibilities towards society. As the pandemic was raging, the students along with their NSS and NCC counterparts worked towards making the difficult conditions lighter by rising to help the labour class and other needy people. Essentials such as food grains, masks, medicines, toiletries, clothes etc. were distributed. 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. IN ALL THE ABOVE SAID ACTIVITIES students play major organisational roles. The Debate Society hosts the Rev. Ferdinand Kittel Inter Collegiate debate competitions a remarkable program of the college where students learn major organisation skills.

The institution believes in democratic internal administration and thus provides its students an opportunity to not only represent in various academic and administrative bodies, but also shoulder responsibilities of conducting various activities.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

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

599

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

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

The Alumni association is actively involved and playing an important role in the college activities. This year 119 members have enrolled. Yearly two meetings are conducted in the college which consists alumni members, many of which are holding important positions. Their suggestions are accepted for the integrated development of the institution. Cash prizes are awarded to the meritorious students by some alumni members, on the annual day of the college every year. Annual cash prizes of Rs. 8,875/- for meritorious students. 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. A few such names which can be quoted is Praveen Pol who manages the

college website, Arun Joshi, Solicitor General Govt. of India, provides guidance.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year D. 1 Lakhs - 3Lakhs
(INR in Lakhs)

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The institution is committed to the following guiding principles - The students are the focus of our endeavour and our aim is to draw their fullest potential and estimate our achievement by their success. We strive to achieve the highest quality in learning and teaching, towards which we persevere with the diligent effort. We aim towards developing leadership qualities in students and channelize all our efforts to exploit their potential. Basically we aim towards continuous learning, not only through curricula but also through co-curricular and extra-curricular activities, thereby making sustained efforts towards continuous improvement. The college believes in training the students for highest achievement in life and stresses the need to develop good social relationships. To inculcate leadership qualities, progressive thinking and entrepreneurship ethics among students, and to train them to reach their goals to become responsible citizens of the society- these are our institutional goals.

The College functions under the Management of CSI, BMHEC 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.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

The Management is highly participative and encourages decentralization in the institution's administrative endeavour. Moreover Management ensures substantial independence to the Institution in most areas of decision making. 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.

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.

For extracurricular and curricular 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.

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 convener 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.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

According to the institutional commitment to its vision and mission, a constant endeavour is made for the improvement of academic quality and strategies. Efforts are effectively deployed to focus on bringing quality improvement in the areas of curricular implementation, teaching- learning processes, collaborative and extension activities, student support and progression activities, internal quality assurance system, institutional values and best practices, governance, leadership and management. After admission procedure various bodies and committees are constituted. In the form of calendar of events, each department chalks out the strategic plan of events and activities which will support the growth and development in these key areas.

One such broad area in which the Institutional Perspective and Strategic Plan has been successfully implemented is that of Teaching, Learning and Research. This has been achieved through the deployment of Action Plan for the following initiatives: 1. Faculty Development Programmes. 2. Introduction of innovative Add-on/Certificate Courses 3. MoUs signed with Competitive Coaching Centres, organisations and NGO's for training and development. 4. Emphasis on using the ICT tools for effective teaching and learning 5. Conferences and Seminars are organized by various departments to give an exposure to both faculty and students about the latest global trends in academics.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://kittelartscollege.com/wp-content/uploads/2023/02/6.2.1-The-institutional-Strategic.pdf
Upload any additional information	No File Uploaded

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

The Management is the governing body to which the Principal, the teaching staff, the non-teaching staff adhere. It is the highest decision-making body which is in constant touch with the Principal

on most administrative matters. The Management is highly participatory in decision making and in such procedures as admission, financial and infrastructural matters and overall development of the college. The Principal is assisted by the teaching faculty and administrative staff in all crucial matters of the college.

Staff meetings are held often throughout the academic year for the effective planning and implementation of programmes like teaching, learning, academic administration, curricular and extracurricular activities. The IQAC plays an important role for monitoring the internal quality of the institution. Student Representative Council meets Principal and staff regularly to address the student related issues and organizing extracurricular activities through different committees and societies.

All the Departments function in coordination with the Principal and administrative staff. Similarly the Departments of Library and Information Centre and Sports include the Librarian and a Physical Director respectively, which work in close association with the Principal. The NCC and the NSS units work in close proximity with the Principal and staff wherever essential.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	https://kittelartscollege.com/wp-content/uploads/2023/02/6.2.2-The-functioning-of-the-institutional-bodies.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

B. Any 3 of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user interfaces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

In the welfare measures to empower teaching and non-teaching staff college has provided several facilities such as Leave Benefits, Medical Leave, and Support facilities.

- Male teaching and non-teaching staff can avail Paternity Leave of 15 days.
 - Under UGC Faculty Improvement Program leave up to 3 years is provided for teaching staff.
 - Leave is given to both teaching and non-teaching staff to participate and present papers in Conference/ Seminars/ Workshops/ FDP etc.
 - Retirement Benefits (As per the Government Rules) which provides pension after superannuation.
 - GPF (General Provident Fund) is provided to Management employees.
 - Loan Benefits are offered for both teaching and non-teaching staff through the institution's registered Co-Operative Society.
 - Faculty Development Programmes /Faculty Enhancement programmes for skill up-gradation and training are organized for both teaching and non-teaching staff.
 - Permission is readily granted to participate in Refresher Courses/ Orientation Programmes/ Short-Term Courses to the teaching staff for professional development.
-
- Canteen
 - Grievance Redressal Cell.
 - Clean drinking water facilities.
 - Bank facilities (Co-Operative Credit Society)
 - The College is Wi-Fi enabled.

- Full-fledged Computer lab, Psychology lab, and Geography lab.
- Desktop facilities are provided in the library and staff room.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

2

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

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

12

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

The UGC and department of higher education specify rules to govern the performance and appraisal of teaching staff. The teachers maintain the records of teaching, examinations, college work, Research and Project to calculate their API score. Appraisal for teaching staff is based on the Performance Based Appraisal Scheme proforma submitted by faculty seeking promotion. The PBAS proforma

details individual teachers' teaching-learning and evaluation related activities, research, academic publications, administrative contribution in co-curricular activities as specified in UGC guidelines.

Teaching Staff:

Promotions are effected based on the PBAS proforma specified by the UGC Career Advancement Scheme (CAS); the API score is also taken into consideration. The institution assigns various duties and responsibilities to the staff, which are also considered during the overall assessment of the respective teacher. The Principal evaluates the appraisal forms then forwards them to the higher authorities.

Non-Teaching Staff:

The Principal evaluates the performance of the non-teaching staff based on their performances and work output.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The Principal makes internal audit after every financial transaction. The office superintendent (accounts) scrutinizes the financial data. Further, the Principal with the Assistance of the office superintendent (accounts) verifies the data. This process ensures clarity and accuracy. Thus the income and expenditure are closely monitored.

There is a planning and purchasing committee comprising the Principal and a few members of teaching staff. A systematic procedure is followed; quotations for the required product are invited; the purchases are made after thorough verification of

prices.

The respective Auditor inspects the vouchers and bills then submits an annual audit report of the same. The external audit takes place annually.

The audit is also undertaken by Joint Director of Collegiate Education Office and Accounts General Office.

For settling audit objections latter issued by the external authority and the institution furnishes necessary documents to settle the issues.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

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

0.30

File Description	Documents
Annual statements of accounts	View File
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

Utilization of Resources:

- The College has a Governing Body in the form of the Management, Planning and Purchase Committee, and associated bodies which help in the preparation, division, allocation and utilization of funds.

- The utilization of these funds is ensured through financial auditing at the end of each financial year.
- Fees received from students are used for development of the college, Guest Faculty and Management recruited administrative staff salaries; student related activities are audited. Physical and Academic facilities are augmented for students.
- Library services and Sports services are increased. Laboratories are augmented and digital infrastructure is added.
- Workshops, Conferences and Seminars are organized.
- Special talks, field trips, industrial visits are organized for students.
- The Purchase Committee decides the policy and procedure for purchasing any item.
- Each item is purchased by comparing a minimum of three quotations received from different vendors.
- All Major purchases are by inviting tenders. Each and every transaction is supported by the vouchers.
- All the collections are deposited in the bank and all expenditure, recurring and non-recurring, are incurred through Cheques.
- Only the Principal and the authorized person by Management can transact through the bank.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5 - Internal Quality Assurance System

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

The institution ensures the participation of all stakeholders that is faculty, students, alumni and the non-teaching staff. The IQAC is a significant body which pays heed to the functioning of administrative and academic aspects of the college. The students are made aware of the challenges and opportunities of their course. The teaching faculty motivates them to develop a scientific temper and in order to propagate a rich research culture amongst the students, they are given project work.

The IQAC strives for constant improvement and high quality of teaching learning practices. IQAC works effectively at internal coordination and monitoring mechanism. The IQAC plays a vital role in maintaining and enhancing quality of the institution. The IQAC commences its activities by planning, guiding and implementing the curricular and co-curricular activities. At the head of all developmental work the IQAC plays a major role in streamlining the potential of the college. Therefore all committees work as per guidelines of IQAC. The IQAC facilitates a learner-centric conducive atmosphere and strives to spread quality culture through enhancement initiatives and best practices. Significant improvements have been made by institutionalizing the following IQAC initiatives:

Strategic planning of key areas and assigning responsibilities -

1. Admission
2. Faculty Development Programs
3. Academic Excellence
4. Mentoring
5. Soft Skills Training
6. Extra and co-curricular activities

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The IQAC comprises the Principal at the head, a Co-Ordinator who is one of the teaching faculty, members of the Management, a reputed member of the society and some members of the teaching staff. As said above the IQAC is a supreme body that governs, reviews, guides and initiates various developmental activities. The IQAC is actively engaged in reviewing the academic performance of students, faculty development initiatives, infrastructural and overall quality enhancement. Therefore it lays stress on collecting feedback from all stakeholders. The feedback thus collected leads to a positive action plan in the form of analysis; the same is conveyed to respective faculty. The IQAC initiates the need for add on courses and the use of ICT based teaching methods to keep up to the

developing technological standards in teaching and learning.

The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC meetings held twice in a year. IQAC initiates departmental discussion sessions to take stock of teaching methodologies adopted. IQAC also organises training sessions for defining learning outcome. Each member of the faculty submits the annual report of co-curricular and extracurricular activities done and personal achievements. Annual academic audit is procured to gauge the academic performance of the teaching faculty. As and when the respective members of the faculty are seeking upgrading from Assistant professor to Associate Professor Cadre, the IQAC initiates API verification.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://kittelartscollege.com/wp-content/uploads/2023/02/Annual-Report-of-2020-2021-Final-for-Link.pdf
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Women Empowerment and Gender Sensitivity Cell is active throughout the year in organising such programmes as rights and legal awareness, workshop on topics such as "Education and Economic independence among Women" e- finance and internet addiction control.

In academics, the syllabus is such that gender equity and women empowerment is promoted. To illustrate this point language subjects study Feminist literature and feminist oriented texts.

Some of the specific facilities provided for women in terms of:

- **Safety and Security:** The College has installed CCTV cameras at several places: security guard is on duty the whole 24 hours of the day; Discipline committee members take regular rounds in the campus.
- **Counselling:** Department of Psychology has an active counselling Cell which caters to the problems of the students. The mentorship programme attends to counselling sessions as and when the need arises.
- **Common Rooms:** the College has a ladies room with essential facilities like clean wash rooms, washbasin, sanitizer, hand wash etc.
- College has Anti-ragging cell, Anti sexual harassment cell, Discipline committee, health care unit, Grievance redressal cell and mentorship programme, besides the Gender sensitization and Women Empowerment cell which is actively involved in gender equity programmes.

File Description	Documents
Annual gender sensitization action plan	https://kittelartscollege.com/wp-content/uploads/2023/02/Annual-gender-sensitization-action-plan-1.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://kittelartscollege.com/wp-content/uploads/2023/02/Specific-facilities-provided-for-women-in-terms..pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

- Solid Waste Management:**

The Hubli-Dharwad Municipal Corporation takes care of dry and wet waste which is collected on daily basis. The peons attend to the overall cleaning of the campus; dry and dead leaves of the plants are collected and dumped in the dustbins (for dry and wet waste). The NSS and NCC units of the college not only participate in regular cleaning activities, but also organise awareness programmes connected to waste management.

- Liquid Waste Management:**

Liquid waste is managed by the underground drainage facility.

- E-waste Management:**

The e-waste is comparatively minimal as ours is an Arts college. Whatever little e-waste is stored in the store rooms. We have MOU with

Mayen computers dharwad, a private agency to collect e-waste from the college

- Waste Recycling System:**

Scrap material like metal, wood, glass, etc., is given to scrap dealers for recycling. Paper waste is also given for recycling to a private agency Susi printing press Dharwad through MOU duly signed.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	https://kittelartscollege.com/wp-content/uploads/2023/02/7.1.3-Facilities-in-the-Institution-for-the-management-of-the-following-types-of-degradable-and-non-degradable-waste.pdf
Any other relevant information	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus **C. Any 2 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: A. Any 4 or All of the above

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

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following
1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

C. Any 2 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	View File
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

College provides an inclusive opportunity to students to explore their full potential. The college makes efforts to create an equitable place of learning.

On 08-10-2020 Covid Awareness Programme conducted more than 25 students took part

On 04-01-2021a programme on Personality Development was conducted in the prayer hall. The students of final year acknowledged the advantage of it.

A Health Awareness Programme was organised on 28-01-2021. The health officials of Dharwad district conducted a vaccination drive in the campus and more than 70 students participated in the event.

Karnatak University Dharwad organised National Integration Camp where 08 of our students along with NSS officer participated on 26.03.2021.

The Women Empowerment and Gender Sensitivity cell organised a programme on 8-03-2021, "Education and Economic independence among Women". More than 65 students participated in the programme.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Kittel Arts College has been committed to educating our students as constitutionally conscious citizens sensitized to their Fundamental Rights and Responsibilities. Numerous programmes and events are organised both by departments as well as societies.

The college has NCC Company 3/24 that strives towards developing patriotic commitment among the cadets. In this respect, the unit mobilises cadets to participate in various Camps like Annual

Training Camp, Combined Annual Training Camp, Thal Sena Camp, Army Attachment Camp, All India Trekking Camp, Republic Day Camp, Ek Bharat Sresht Bharat Camp. The NSS unit undertakes to train the student volunteers to develop a keen spirit of National and community service. In this connection several programmes are conducted to inculcate values and awareness of their responsibilities towards society. Community service orientation in the form of construction of toilets in adopted village, literacy programmes, women empowerment and gender equity programmes, health and hygiene awareness programmes, human rights and legal awareness programmes, voters' rights and responsibilities,

Besides the above said activities, the college observes National festivals and Jayantis through which the students are oriented about their national heritage, culture and responsibilities.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	No File Uploaded

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. **Annual awareness programmes on Code of Conduct are organized** B. Any 3 of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Commemorative days, events and national festivals educate the students about the wealthy culture and heritage of India; through this means the students are oriented about the sacrificial contribution and service of the great Indian national heroes.

The following programmes were conducted

15-08-2020 Independence Day

01-10-2020 Gandhi Jayanthi

01-11-2020 Karnataka Rajyotsava

26-11-2020 Constituitonal Day

02-12-2020 Kanaka Jayanti

08-03-2021 Internatinal Womens Day

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

1. Title of the Practice

Environment friendly practice: Installation of Solar panel.

2. Objectives of the practice

The main objectives of this practice are to save economically as well as the environment. It could also provide financial benefit to the college.

3. The Context

Contributing to a better environment.

4. The Practice

The solar panel installation was a matter of pride to the institution

5. Evidence of success

The drastic decrease in electricity bill, continuous provision of power.

6. Problems encountered and resources required

Maintenance and seasonal variations posed problems.

1. Title of the Practice

Environment friendly practice: Usage of LED lights

2. Objectives of the practice

The main objective of this practice is to save power and contribute towards healthy environment.

3. The Context

The context that required this practice was economic benefit, more efficient and creation of eco-friendly environment.

4. The Practice

This practice involved discarding old lighting pattern which was consuming more energy.

5. Evidence of success

This practice was found to be beneficial in that it was less energy consuming.

6. Problems encountered and resources required

The cost price of LED bulbs is towards the higher end and Voltage fluctuations.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

The priority and thrust area of Kittel Arts College is the Overall Development of the Students through Curricular and Co-curricular Activities. Our College provides an inclusive environment for students of diverse socio-economic and cultural backgrounds. Teaching is conducted in English and Kannada language. An assessment test for detecting advanced and slow learners is conducted every semester to address varying learning abilities. Online Diagnostic tests and remedial classes are held for slow learners. Various forms of student-engagement programmes are undertaken by the IQAC, SRC and Departments. Students are encouraged to make PPT and paper presentations and using Smartphone to create interest in the subject. Students receive guidance and support from their respective mentors. Maintenance of discipline and monitoring of attendance is an integral part of our institution. Webinars, Seminars, invited lectures, Field trips, Ostrich programmes; collaborative programmes within the Departments and Societies are regularly organized. Departments, Societies, NSS Unit, NCC, and Cells of the college organize awareness raising programmes regarding the COVID-19 Pandemic and issues of gender discrimination, national unity, communal harmony and environmental conservation. The NSS unit of our College offers an excellent opportunity for students to imbibe the notion of social service. The Psychological Counselling Cell and Mentoring Sessions provided psychological support and guidance to students. The Department of Physical Education conducted various Activities which help to reduce stress, anxiety and Physical fitness.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The Institution is permanently affiliated to Karnatak University, Dharwad and follows the curricula prescribed by the University for All Programs.

The Institution has an Effective Mechanism for well-planned Curriculum Delivery and Documentation. The quality of the fresh input to the institution is assessed in the induction programme in terms of merit, caste, belongingness to rural and urban areas, economical background and other factors.

At the beginning of each Academic Session college prepares the Calendar of Events as per the University Notifications

The Departmental Meetings are held in which the syllabus and workload are distributed to the Teachers. Each department prepares its own action plan, teaching plan and mode of curriculum delivery and efforts are made to deliver the curriculum to transfer the spirit with which it is framed. The Time Table is prepared and approved by the head of the Institution.

The Induction, Orientation and Annual Awareness programs are organized for Newly Admitted First year Students to make them aware of Academic, Co curricular and Extra Curricular Activities, Support Services and the Mechanism for Curriculum Delivery. Awareness is created among Students regarding the code of conduct and Human Values to be inculcated.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

- The college activities with respect to teaching, learning and evaluation are framed in relation with the Affiliated University's Calendar of Events. Accordingly 2 internal tests are conducted in each semester. The 1st I.A. after 8 weeks from the commencement of semester and 2nd after 6 weeks from the date of 1st I.A.
- At the end of the semester examinations are conducted by the Affiliated Karnatak University, Dharwad and the Degree is awarded on the basis of their evaluation. How much successful and self-reliant the wards become after the completion of their education is an evaluation of the entire system.
- The Home Assignments reflect the work culture, regularity and grasping power of the students. Participation of students in Field Visits / Industry Visits collection of data through surveys and report preparation and presentation are the intelligent quotient indicators of the wards. Students' participation in various competitions throws light up on the competencies of the students.
- The participation of the students in Seminars, Workshops and other academic activities also throws light upon the capacities, intelligence, communication skills and many more merits of the students.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

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

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

01

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

165

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

165

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

80	
File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

With the depletion of natural resources over the period of time, there is an urgent need to create awareness among the students to preserve the environment. The activities to promote green campus and greenery in the neighbourhood, extension activities are carried out by the students and volunteers of NSS, YRC, NCC.

The Government schemes for better nation like Swachha Bharat Abhiyan, Swachata Pakwaad, Save Water and Save Energy are observed through active participation of the students in such programmes. It helps the students to become responsible citizens by shouldering civic responsibilities. The human values and the concern towards people in distress are enhanced by organizing activities like Blood Donation Camps, Visits to Orphanages and Old Age Homes. Mingling with Special and Challenged Children, Promoting economically backward people, Rural Sector etc.

Many community oriented programmes such as adult education, literacy programme, awareness programmes, agriculture promoting activities and many more rural developmental activities are organized during NSS Camps at adopted villages.

And also we have undertaken many schemes to bring in many progressive projects and reformations in the adopted villages by creating awareness on issues like latest methods of farming and agriculture, animal husbandry, environmental preservation and health related issues.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

2

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

1.3.3 - Number of students undertaking project work/field work/ internships

39

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	B. Any 3 of the above
File Description	Documents
URL for stakeholder feedback report	No File Uploaded
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	No File Uploaded
1.4.2 - Feedback process of the Institution may be classified as follows	C. Feedback collected and analyzed
File Description	Documents
Upload any additional information	View File
URL for feedback report	Nil
TEACHING-LEARNING AND EVALUATION	
2.1 - Student Enrollment and Profile	
2.1.1 - Enrolment Number Number of students admitted during the year	
2.1.1.1 - Number of sanctioned seats during the year	
720	
File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File
2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)	

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

195

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

The institute identifies slow and advance learners, the earnest efforts are being made to improve the prospect of slow learners by continuously motivating and inspiring them. The Induction programme, Mentorship system and Guidance and Counselling sessions, Diagnostic Tests and Internal Tests help to lift up the slow learners.

Identification of the target group

The Internal Examination and Result analysis committee is entrusted with the task of identification of slow learners and Advanced learners. Based on their previous examination, students with performance score less than 50% in each subject are identified as slow learners.

The institution offers following Special Programmes for slow and advance learners in order to improve their learning levels and skills:

Special Programmes for Slow learners

- Short Term and Bridge Courses
- Diagnostic Test and Remedial Classes.
- Mentor Scheme
- Guidance and Counselling Services
- Study Material and Question Bank
- Book Bank Facility

Special Programmes for Advance learners

- Appreciation of Meritorious Students by Awarding Special

Incentives

- Career Guidance
- Use of ICT for Encouragement
- Using advanced learning aids in the classroom to enhance learning experiences
- Skill enhancement programme
- Special attention and enrichment of Curriculum
- Group Discussion and Seminars
- Projects and Assignments
- Academic Guidance Talks, Seminars and Workshops

File Description	Documents
Link for additional Information	Nil
Upload any additional information	View File

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
697	12

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

A student-centered method focuses on the needs, abilities, interests, and learning styles of the students. Accordingly the teachers use skill based methods such introducing, demonstrating, and citing examples and exceptions, hypothesizing, reporting, conjecturing, conforming, contrasting, explaining, elaborating and concluding. The experimental learning develops highlighting or emphasizing, prompting to encode different entities as equivalent among learners and also provides models to emulate and opportunities for performance to the learners. The following Methods have been adopted.

Experimental Learning

- Skills Oriented Program
- Field Visits
- Internships
- Service learning
- Industrial Visits
- Power Point Presentation and Videos
- Video Lectures Available on Internet
- Practical as Required

Participative Learning

- e-Learning
- Enquire based learning
- Discovery based learning
- Case based instruction
- Active learning
- Group Discussions
- Student Seminars
- Stage Presentation
- Hold a Competition
- Formation of Students' subject wise clubs/association
- Project Assignment
- Interaction with Alumni
- Reviewing of Subject Articles.
- Poster Presentation.
- Method of Attempting Questions in Examination.
- Field Visits and Educational Institute Visits.

Problem Solving Methods

- Home Assignments
- Projects
- Library
- MCQ on Google, Software for Online Tests
- Communication Skills Development
- Using Class Tests and Explaining Accordingly
- Question Answer Session.

However, Student centric methods are used for enhancing communication, skills of human relations, citizenship, leadership, and well-adjusted personality in learning experiences

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

The use of ICT creates readiness in the learner for participating in the learning experience. ICT tools provide clarity, precision and accuracy of the information processed. It is used in the development, organization and summarizing phases of the topic. It brings world events to the classroom and helps in promoting interrelationships and assessing learning outcomes. It is a very high supporting factor for the teaching learning process. The following ICT based Teaching-Learning Methods are adopted by the institute during last six years.

ICT based Teaching-Learning Methods:

Educational future depends upon what you do today. However, this saying fulfils the purpose of adopting Traditional Class Room teaching methods in order to make teaching learning methods more effective. The following methods are adopted to enhance quality education.

- Screening of motivational videos and films.
- Demonstration by using Audio, Video, Charts, and Models.
- Lecture Capture Methods.
- Creating Study Group to Share the Knowledge.
- Google Classroom
- QR Code
- Posting of Lectures Captured on YouTube

Classrooms are well equipped with ICT infrastructure mentioned as under:

- Language Laboratory
- LCD Projector
- Wi-Fi Facility
- CCTV
- Air Conditioner
- Electric Podium
- Overhead Projectors

- Smart Board
- Subject Related Software
- Digital e-library

All the teachers use ICT tools while teaching

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

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

2.3.3.1 - Number of mentors

12

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

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

13

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)**2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year**

10

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)**2.4.3.1 - Total experience of full-time teachers**

277

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The institute follows the pattern of the University by preparing Academic Calendar in order to efficient and time bound conduction of Unit Tests, Seminars, Group Discussion, Home Assignments, and Projects. The calendar brings transparency in internal assessment and is robust in terms of frequency and mode for it is open to all and informs the same agenda to all. It helps students to prepare before the time of the event. It gives them sufficient time to study the given unit of the syllabus.

- In order to implement all academic, co-curricular and

extracurricular activities proposed during the session, an Academic Calendar is prepared and published in the college prospectus and also uploaded on the college website. It is strictly followed in terms of date, time, venues and schedule of internal assessment by the students and the staff members to avoid confusion.

- The events proposed in academic calendar are reviewed in the staff meeting and the report thereof is placed before the IQAC for information and necessary suggestions.
- The institute publishes the news of success stories in the newspapers which generalizes the informatics of the events organized as the stakeholders get glimpse of events organized and to provide suggestion for improvement.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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

The students are communicated the process of the evaluation in advance. The time table is displayed on the college website, notice board and students' WhatsApp Group well in advance. The exams are conducted under the direction of Internal Examination Committee. The convener of the Examination committee and members play very significant role in examination process. And CCTV surveillances and an invigilator is appointed for a batch of 30 students. The college has formed Grievance Redressal Cell to solve examination related complaints of the students. The cell takes impartial initiatives for transparent justification on the grievances of the students. Each department carried out evaluation and declares results within time. The queries, if any, are invited for discussion. The corrected answer sheet is shown to the concern student.

The issues related to University examination are forwarded to the University. They are even asked to apply for rechecking of the assessed answer sheet.

The students and the faculty are continuously informed to maintain transparency in Examination related issues. The college maintains total transparent justice in the internal examination process or system.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The Karnatak University to which our college is affiliated adopts open Elective Course System for final year. Arts stream has a fixed set of subject combinations as programs. There is CBCS at UG levels for I semester. The board of studies meant for each subject at the University level, comprises of subject experts from PG and UG Departments. The curriculum for each subject is framed and passed in the BOS meetings. Some of our staff members are the members of Academic Council and B.O.S. Their knowledge in curriculum Facilitates communication of actual objectives of the programs and their outcomes with-out any ambiguity to the staff and students. Workshops are organized either online or offline to discuss the course outcomes whenever the curriculums are revised or on need basis.

All the courses specified are meant and designed with specific Objectives by the BOS. The teachers become aware of the Course objectives by self study and through discussions with their subject colleagues, participating in related workshops and they gain knowledge in their respective subjects in the light of course objectives and prepare to impart the knowledge in that direction.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	View File

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

Course objectives and course outcomes are mapped in reference with programme outcomes by applying direct and indirect methods.

Direct method display performance of students in University examination and internal assessment. Indirect methods are feedback of students, survey, news, alumni etc.

The home assignments encourage self-study. Most of the learners refer the text and reference books to explore the ideas and comprehend the given topic.

Conduction of internal Examinations, Unit Tests, Field Survey, Educational Tours, Excursions, Practical Work, Projects, Seminars etc. prove to be the useful tools for the continuous assessment of the COs and POs. The institute also attempts to attain the course outcomes and programme outcomes by organizing curricular, extracurricular activities etc.

The learners are encouraged to be creative in Literature in the form of writing Articles, Poems and Essays etc. for the college Annual Magazine (Khsitija). The copies of the magazine are presented to the distinguished scholars, guests and visitors in order to assess the literary worth of the Articles; Poems and Essays written by the learners

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

180

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://kittelartscollege.com/wp-content/uploads/2023/02/Annual-Report-of-2020-2021-Final-for-Link.pdf

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<https://kittelartscollege.com/wp-content/uploads/2023/02/2.7.-Students-Satisfaction-Survey-Students-Feedback-on-Institution.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

02

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

04

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

01

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

The IQAC initiates Extension Activities in association with NSS, YRCU, Scouts and Guides units in collaboration with GO's and NGO's and people in the neighbourhood of the place of activities. They are a means to provide informal education regarding Moral values, social responsibility, Health awareness, Rural Development etc. All the programmes are planned in a wider perspective to expose students to the real world, interact with the victims of Natural calamities, to take part in service oriented activities, to inculcate values and Ethics, to develop Healthy mind in a Healthy body and many more virtues. All our efforts have borne sweet fruits by transforming the raw teenager into a matured, responsible youth, ready to leap in to any situation to help the needy, depressed and deprived. They are enabled to behave responsibly, to think twice when encountered with the situations to fall-out from the path of ethics and Values.

Activities initiated and sustained over the period:

1) Environment Conservation:

1. Tree plantation programme Swach Bharat Abhiyan
2. Energy Conservation by using LED bulbs and Solar units
3. Save Water and save Energy

2) Health Oriented:

a) Covid awareness programme both rural and uraban b) Harmful Effects of Tobacco Consumption c) First aid Tips d) Contributing to Open Defecation free environment

3) Gender Equity/ Sensitization Programmes

a) Importance of Education to a Girl Child b) Legal, Rights and Duties Awareness. c) Celebration of International Women's Day

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

01

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	No File Uploaded

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

02

File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

18

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

4

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	No File Uploaded

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

3

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES**4.1 - Physical Facilities**

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

The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc The institution has adequate infrastructure and physical facilities for teaching-learning, laboratory, library, basketball court and playground for sports, computers, classrooms etc. The College follows an organised and decentralised mechanism for work. The IQAC at the head, with different committees and societies, working in sync ensure the proper utilization of the facilities. The college has six smart classrooms, a computer and language lab, 38 computers and other upgraded teaching tools. The college library is fully automated equipped with 16.1 upgraded version multilingual software bar code technologies; it is enriched with huge collection of books, journals, and calibre e-books management service through offline electronic resources. Digital library online services are provided which include e-books, e-journals, professional skill development programmes, technical skills, languages and study materials for competitive exams. Thus an optimal use of infrastructure is ensured; the members of faculty upgrade themselves with training programmes, workshops, conferences and latest technology in teaching.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

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

The college has three halls for cultural activities (Seminar hall room no -04, Worship hall and Tagore hall). The seminar hall with digital facilities can accommodate 150; here audio visual programmes, ICT classes and seminars may take place. The Worship hall accommodates 300, it is full-fledged with digital facilities; most of the programmes take place here. The Tagore hall is 1500 square feet and can accommodate around 700 is occasionally used.

The separate utility room accommodates musical instruments, sports equipment and other materials. The management has a full-fledged digital auditorium (Jung hall) with 1000 seating capacity which is occasionally used by the college. Musical instruments, Synthesizer and Guitar are there. Analytical Instruments like weighing scale, BMI measurement, and grip dynamometer are there.

The Colleges has indoor and outdoor sports facilities for games like chess, table tennis, basketball and ball badminton court respectively. The huge play ground around 10000 square feet accommodates 200 meter running track and for other outdoor games.

The Sports department is enriched with in most materials like football, basketball, badminton, table tennis rackets, long tennis rackets and balls, fencing, cricket, softball and issued to the students as required. Sports equipment issuing register is maintained. The above said sports infrastructure is made optimal use of for physical education lectures and practice, inter class and Inter College competitions by students and staff members alike.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

5

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

5

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)**4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)**

4.63319

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource**4.2.1 - Library is automated using Integrated Library Management System (ILMS)**

- Name of ILMS software: E-LIB LIBRARY MANAGEMENT SOFTWARE

Nature of automation (fully or partially) Fully automation

Version 16.1 upgraded version

Multilingual with Bar code technology

Year of Automation 2010 and 2016 upgraded

Kittel Arts College had a centralised air-conditioned library equipped with Integrated Library Management System (ILMS) several advanced library software's are installed in the library for the best use of students and staff. The college library had acquired library management software e-lib in the year 2010 and timely upgraded. The Integrated Library Management System easy to work and manage the smooth functioning of library setup. The bar code technology used for at the time of issue and return of books, journals, magazines, CDs/DVDs, maps etc. the software OPAC used in the library for the smooth functioning of daily activities of library.

The college provided Wi-Fi facilities to both students and staff. The faculty members can access the college website as well as library information and facilities online. Drastic reduce in the writing work, Automatic due reminders generation and tracking of user's validity, Digital Signature/Slip for circulations and Reports using Graphical Summary, Entry of the Students and Staff.

The library and information center is having two data basis

- <http://www.kittelartslibinfo.com>
- <http://kittelartsdigtallibrary.com/>

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-

B. Any 3 of the above

books Databases Remote access toe-resources	
File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File
4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)	
4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)	
0.31698	
File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File
4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)	
4.2.4.1 - Number of teachers and students using library per day over last one year	
79	
File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File
4.3 - IT Infrastructure	
4.3.1 - Institution frequently updates its IT facilities including Wi-Fi	
The Library and information centre has its own website http://www.kittelartslibinfo.com . It provides various electronic	

resources to the users like e-books, e-journals, e- newspapers, e-collections and audio video services, and web OPAC service. From this academic year the new digital library online services are provided which includes following areas like e-books, e-journals, professional skill development programmes, technical skills, languages and study materials for student for exams. The url of the digital library is <http://kittelartsdigtallibrary.com/>. OPAC service has been provided for the users. Smart card facility is provided to the staff and students, computerised attendance maintained in the library. The college has provided Wi-Fi facility both students and staff.

Annual up gradation and maintenance of Computers with latest configuration is done. Aargees Busines Solutions Hubli is provides maintenance service to both Library and office. The college office is equipped with e-admin office. The college has a bsnl modem of 8 MBPS internet speed. The computer systems regularly upgraded with Anti-virus. However the computers and their accessories are maintained by Mahen System, Dharwad who visit the institution as and when required and take up need based calibration and other precision measures. Two Xerox machines, one colour and one black and white are installed with maintenance by company vender. THE COLLEGE follows energy conservation measure in the form of solar energy panels that have been installed for continuous uninterrupted power supply. It is maintained by local service provider. The whole campus is under CCTV surveillance.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.3.2 - Number of Computers

40

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in

D. 10 - 5MBPS

the Institution	
File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File
4.4 - Maintenance of Campus Infrastructure	
4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)	
4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)	
4.63319	
File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File
4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.	
<p>There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - classrooms, sports room, library, Geography, Psychology and computer labs, etc. The college has a Budget and Purchasing Committee that oversees the upkeep of buildings, classrooms and laboratories. The committee headed by the Principal along with a few teaching and administrative staff monitors the functioning of this work. The committee undertakes occasional reviews and ensures good working condition of the said mechanism.</p> <p>The administrative staffs maintains cleanliness of the campus, classrooms, labs, staffrooms, office etc. the environment and waste management is taken care of by maintaining dustbins at places, Technicians like plumber, electrician and computer</p>	

service provider render services. Service providers like scavenger and gardener render services too.

The security and discipline are well taken care of by hired security personnel. Ample parking space is provided both for staff and students. However, a restricted vehicular movement is maintained. The campus is under surveillance of cameras.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

447

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File
5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	A. All of the above
File Description	Documents
Link to institutional website	Nil
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File
5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
0	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
0	
File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File
5.1.5 - The Institution has a transparent mechanism for timely redressal of student	B. Any 3 of the above

grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

0

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

80

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

01

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File

5.3 - Student Participation and Activities

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

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

02

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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

Institution facilitates students' representation and engagement in various administrative, curricular and extracurricular activities, in the form of the Student council that is constituted of different societies and committees such as IQAC, college magazine, Library committee, Discipline committee, Literature society, NCC, NSS and students' grievances redressed etc...

Outreach society trains students towards awareness of their responsibilities towards society. As the pandemic was raging, the students along with their NSS and NCC counterparts worked towards making the difficult conditions lighter by rising to help the labour class and other needy people. Essentials such as food grains, masks, medicines, toiletries, clothes etc. were distributed. 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. IN ALL THE ABOVE SAID ACTIVITIES students play major organisational roles. The Debate Society hosts the Rev. Ferdinand Kittel Inter Collegiate debate competitions a remarkable program of the college where students learn major organisation skills.

The institution believes in democratic internal administration and thus provides its students an opportunity to not only represent in various academic and administrative bodies, but also shoulder responsibilities of conducting various activities.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

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

599

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

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

The Alumni association is actively involved and playing an important role in the college activities. This year 119 members have enrolled .Yearly two meetings are conducted in the college which consists alumni members, many of which are holding important positions. Their suggestions are accepted for the integrated development of the institution. Cash prizes are awarded to the meritorious students by some alumni members, on the annual day of the college every year. Annual cash prizes of Rs. 8,875/- for meritorious students. 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. A few such names which can be quoted is Praveen Pol who manages the college website, Arun Joshi, Solicitor General Govt. of India, provides guidance.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year (INR in Lakhs)

D. 1 Lakhs - 3Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The institution is committed to the following guiding principles - The students are the focus of our endeavour and our aim is to draw their fullest potential and estimate our achievement by their success. We strive to achieve the highest quality in learning and teaching, towards which we persevere with the diligent effort. We aim towards developing leadership qualities in students and channelize all our efforts to exploit their potential. Basically we aim towards continuous learning, not only through curricula but also through co-curricular and extra-curricular activities, thereby making sustained efforts towards continuous improvement. The college believes in training the students for highest achievement in life and stresses the need to develop good social relationships. To inculcate leadership qualities, progressive thinking and entrepreneurship ethics among students, and to train them to reach their goals to become responsible citizens of the society- these are our institutional goals.

The College functions under the Management of CSI, BMHEC 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.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

The Management is highly participative and encourages

decentralization in the institution's administrative endeavour. Moreover Management ensures substantial independence to the Institution in most areas of decision making. 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.

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.

For extracurricular and curricular 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.

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 convener 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.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

According to the institutional commitment to its vision and mission, a constant endeavour is made for the improvement of academic quality and strategies. Efforts are effectively deployed to focus on bringing quality improvement in the areas of curricular implementation, teaching- learning processes, collaborative and extension activities, student support and progression activities, internal quality assurance system, institutional values and best practices, governance, leadership

and management. After admission procedure various bodies and committees are constituted. In the form of calendar of events, each department chalks out the strategic plan of events and activities which will support the growth and development in these key areas.

One such broad area in which the Institutional Perspective and Strategic Plan has been successfully implemented is that of Teaching, Learning and Research. This has been achieved through the deployment of Action Plan for the following initiatives: 1. Faculty Development Programmes. 2. Introduction of innovative Add-on/Certificate Courses 3. MoUs signed with Competitive Coaching Centres, organisations and NGO's for training and development. 4. Emphasis on using the ICT tools for effective teaching and learning 5. Conferences and Seminars are organized by various departments to give an exposure to both faculty and students about the latest global trends in academics.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://kittelartscollege.com/wp-content/uploads/2023/02/6.2.1-The-institutional-Strategic.pdf
Upload any additional information	No File Uploaded

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

The Management is the governing body to which the Principal, the teaching staff, the non-teaching staff adhere. It is the highest decision-making body which is in constant touch with the Principal on most administrative matters. The Management is highly participatory in decision making and in such procedures as admission, financial and infrastructural matters and overall development of the college. The Principal is assisted by the teaching faculty and administrative staff in all crucial matters of the college.

Staff meetings are held often throughout the academic year for the effective planning and implementation of programmes like teaching, learning, academic administration, curricular and extracurricular activities. The IQAC plays an important role for

monitoring the internal quality of the institution. Student Representative Council meets Principal and staff regularly to address the student related issues and organizing extracurricular activities through different committees and societies.

All the Departments function in coordination with the Principal and administrative staff. Similarly the Departments of Library and Information Centre and Sports include the Librarian and a Physical Director respectively, which work in close association with the Principal. The NCC and the NSS units work in close proximity with the Principal and staff wherever essential.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	https://kittelartscollege.com/wp-content/uploads/2023/02/6.2.2-The-functioning-of-the-institutional-bodies.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

B. Any 3 of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user interfaces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

In the welfare measures to empower teaching and non-teaching staff college has provided several facilities such as Leave

Benefits, Medical Leave, and Support facilities.

- Male teaching and non-teaching staff can avail Paternity Leave of 15 days.
 - Under UGC Faculty Improvement Program leave up to 3 years is provided for teaching staff.
 - Leave is given to both teaching and non-teaching staff to participate and present papers in Conference/ Seminars/ Workshops/ FDP etc.
 - Retirement Benefits (As per the Government Rules) which provides pension after superannuation.
 - GPF (General Provident Fund) is provided to Management employees.
 - Loan Benefits are offered for both teaching and non-teaching staff through the institution's registered Co-Operative Society.
 - Faculty Development Programmes /Faculty Enhancement programmes for skill up-gradation and training are organized for both teaching and non-teaching staff.
 - Permission is readily granted to participate in Refresher Courses/ Orientation Programmes/ Short-Term Courses to the teaching staff for professional development.
- Canteen
 - Grievance Redressal Cell.
 - Clean drinking water facilities.
 - Bank facilities (Co-Operative Credit Society)
 - The College is Wi-Fi enabled.
 - Full-fledged Computer lab, Psychology lab, and Geography lab.
 - Desktop facilities are provided in the library and staff room.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year**6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year**

0	
File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File
6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year	
6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year	
2	
File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File
6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)	
6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year	
12	

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

The UGC and department of higher education specify rules to govern the performance and appraisal of teaching staff. The teachers maintain the records of teaching, examinations, college work, Research and Project to calculate their API score. Appraisal for teaching staff is based on the Performance Based Appraisal Scheme proforma submitted by faculty seeking promotion. The PBAS proforma details individual teachers' teaching-learning and evaluation related activities, research, academic publications, administrative contribution in co-curricular activities as specified in UGC guidelines.

Teaching Staff:

Promotions are effected based on the PBAS proforma specified by the UGC Career Advancement Scheme (CAS); the API score is also taken into consideration. The institution assigns various duties and responsibilities to the staff, which are also considered during the overall assessment of the respective teacher. The Principal evaluates the appraisal forms then forwards them to the higher authorities.

Non-Teaching Staff:

The Principal evaluates the performance of the non-teaching staff based on their performances and work output.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The Principal makes internal audit after every financial transaction. The office superintendent (accounts) scrutinizes the financial data. Further, the Principal with the Assistance of the office superintendent (accounts) verifies the data. This process ensures clarity and accuracy. Thus the income and expenditure are closely monitored.

There is a planning and purchasing committee comprising the Principal and a few members of teaching staff. A systematic procedure is followed; quotations for the required product are invited; the purchases are made after thorough verification of prices.

The respective Auditor inspects the vouchers and bills then submits an annual audit report of the same. The external audit takes place annually.

The audit is also undertaken by Joint Director of Collegiate Education Office and Accounts General Office.

For settling audit objections latter issued by the external authority and the institution furnishes necessary documents to settle the issues.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)**6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)**

0.30

File Description	Documents
Annual statements of accounts	View File
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources**Utilization of Resources:**

- The College has a Governing Body in the form of the Management, Planning and Purchase Committee, and associated bodies which help in the preparation, division, allocation and utilization of funds.
- The utilization of these funds is ensured through financial auditing at the end of each financial year.
- Fees received from students are used for development of the college, Guest Faculty and Management recruited administrative staff salaries; student related activities are audited. Physical and Academic facilities are augmented for students.
- Library services and Sports services are increased. Laboratories are augmented and digital infrastructure is added.
- Workshops, Conferences and Seminars are organized.
- Special talks, field trips, industrial visits are organized for students.
- The Purchase Committee decides the policy and procedure for purchasing any item.
- Each item is purchased by comparing a minimum of three quotations received from different vendors.

- All Major purchases are by inviting tenders. Each and every transaction is supported by the vouchers.
- All the collections are deposited in the bank and all expenditure, recurring and non-recurring, are incurred through Cheques.
- Only the Principal and the authorized person by Management can transact through the bank.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5 - Internal Quality Assurance System

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

The institution ensures the participation of all stakeholders that is faculty, students, alumni and the non-teaching staff. The IQAC is a significant body which pays heed to the functioning of administrative and academic aspects of the college. The students are made aware of the challenges and opportunities of their course. The teaching faculty motivates them to develop a scientific temper and in order to propagate a rich research culture amongst the students, they are given project work.

The IQAC strives for constant improvement and high quality of teaching learning practices. IQAC works effectively at internal coordination and monitoring mechanism. The IQAC plays a vital role in maintaining and enhancing quality of the institution. The IQAC commences its activities by planning, guiding and implementing the curricular and co-curricular activities. At the head of all developmental work the IQAC plays a major role in streamlining the potential of the college. Therefore all committees work as per guidelines of IQAC. The IQAC facilitates a learner-centric conducive atmosphere and strives to spread quality culture through enhancement initiatives and best practices. Significant improvements have been made by institutionalizing the following IQAC initiatives:

Strategic planning of key areas and assigning responsibilities -

1. Admission

2. Faculty Development Programs
3. Academic Excellence
4. Mentoring
5. Soft Skills Training
6. Extra and co-curricular activities

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The IQAC comprises the Principal at the head, a Co-Ordinator who is one of the teaching faculty, members of the Management, a reputed member of the society and some members of the teaching staff. As said above the IQAC is a supreme body that governs, reviews, guides and initiates various developmental activities. The IQAC is actively engaged in reviewing the academic performance of students, faculty development initiatives, infrastructural and overall quality enhancement. Therefore it lays stress on collecting feedback from all stakeholders. The feedback thus collected leads to a positive action plan in the form of analysis; the same is conveyed to respective faculty. The IQAC initiates the need for add on courses and the use of ICT based teaching methods to keep up to the developing technological standards in teaching and learning.

The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC meetings held twice in a year. IQAC initiates departmental discussion sessions to take stock of teaching methodologies adopted. IQAC also organises training sessions for defining learning outcome. Each member of the faculty submits the annual report of co-curricular and extracurricular activities done and personal achievements. Annual academic audit is procured to gauge the academic performance of the teaching faculty. As and when the respective members of the faculty are seeking upgrading from Assistant professor to Associate Professor Cadre, the IQAC initiates API verification.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

<p>6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)</p>	<p>C. Any 2 of the above</p>
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File Description	Documents
Paste web link of Annual reports of Institution	https://kittelartscollege.com/wp-content/uploads/2023/02/Annual-Report-of-2020-2021-Final-for-Link.pdf
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES
7.1 - Institutional Values and Social Responsibilities
7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year
<p>Women Empowerment and Gender Sensitivity Cell is active throughout the year in organising such programmes as rights and legal awareness, workshop on topics such as "Education and Economic independence among Women" e- finance and internet addiction control.</p> <p>In academics, the syllabus is such that gender equity and women empowerment is promoted. To illustrate this point language</p>

subjects study Feminist literature and feminist oriented texts.

Some of the specific facilities provided for women in terms of:

- **Safety and Security:** The College has installed CCTV cameras at several places: security guard is on duty the whole 24 hours of the day; Discipline committee members take regular rounds in the campus.
- **Counselling:** Department of Psychology has an active counselling Cell which caters to the problems of the students. The mentorship programme attends to counselling sessions as and when the need arises.
- **Common Rooms:** the College has a ladies room with essential facilities like clean wash rooms, washbasin, sanitizer, hand wash etc.
- College has Anti-ragging cell, Anti sexual harassment cell, Discipline committee, health care unit, Grievance redressal cell and mentorship programme, besides the Gender sensitization and Women Empowerment cell which is actively involved in gender equity programmes.

File Description	Documents
Annual gender sensitization action plan	https://kittelartscollege.com/wp-content/uploads/2023/02/Annual-gender-sensitization-action-plan-1.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://kittelartscollege.com/wp-content/uploads/2023/02/Specific-facilities-provided-for-women-in-terms..pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

- **Solid Waste Management:**

The Hubli-Dharwad Municipal Corporation takes care of dry and wet waste which is collected on daily basis. The peons attend to the overall cleaning of the campus; dry and dead leaves of the plants are collected and dumped in the dustbins (for dry and wet waste). The NSS and NCC units of the college not only participate in regular cleaning activities, but also organise awareness programmes connected to waste management.

- **Liquid Waste Management:**

Liquid waste is managed by the underground drainage facility.

- **E-waste Management:**

The e-waste is comparatively minimal as ours is an Arts college. Whatever little e-waste is stored in the store rooms. We have MOU with

Mayen computers dharwad, a private agency to collect e-waste from the college

- **Waste Recycling System:**

Scrap material like metal, wood, glass, etc., is given to scrap dealers for recycling. Paper waste is also given for recycling to a private agency Susi printing press Dharwad through MOU duly signed.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	https://kittelartscollege.com/wp-content/uploads/2023/02/7.1.3-Facilities-in-the-Institution-for-the-management-of-the-following-types-of-degradable-and-non-degradable-waste.pdf
Any other relevant information	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

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

A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	C. Any 2 of the above
File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	View File
Any other relevant information	No File Uploaded
7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	C. Any 2 of the above
File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded
7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e.,	

tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

College provides an inclusive opportunity to students to explore their full potential. The college makes efforts to create an equitable place of learning.

On 08-10-2020 Covid Awareness Programme conducted more than 25 students took part

On 04-01-2021a programme on Personality Development was conducted in the prayer hall. The students of final year acknowledged the advantage of it.

A Health Awareness Programme was organised on 28-01-2021. The health officials of Dharwad district conducted a vaccination drive in the campus and more than 70 students participated in the event.

Karnatak University Dharwad organised National Integration Camp where 08 of our students along with NSS officer participated on 26.03.2021.

The Women Empowerment and Gender Sensitivity cell organised a programme on 8-03-2021, "Education and Economic independence among Women". More than 65 students participated in the programme.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Kittel Arts College has been committed to educating our students as constitutionally conscious citizens sensitized to their Fundamental Rights and Responsibilities. Numerous programmes and events are organised both by departments as well as societies.

The college has NCC Company 3/24 that strives towards developing patriotic commitment among the cadets. In this respect, the unit

mobilises cadets to participate in various Camps like Annual Training Camp, Combined Annual Training Camp, Thal Sena Camp, Army Attachment Camp, All India Trekking Camp, Republic Day Camp, Ek Bharat Sresht Bharat Camp. The NSS unit undertakes to train the student volunteers to develop a keen spirit of National and community service. In this connection several programmes are conducted to inculcate values and awareness of their responsibilities towards society. Community service orientation in the form of construction of toilets in adopted village, literacy programmes, women empowerment and gender equity programmes, health and hygiene awareness programmes, human rights and legal awareness programmes, voters' rights and responsibilities,

Besides the above said activities, the college observes National festivals and Jayantis through which the students are oriented about their national heritage, culture and responsibilities.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	No File Uploaded

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

B. Any 3 of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Commemorative days, events and national festivals educate the students about the wealthy culture and heritage of India; through this means the students are oriented about the sacrificial contribution and service of the great Indian national heroes.

The following programmes were conducted

15-08-2020 Independence Day

01-10-2020 Gandhi Jayanthi

01-11-2020 Karnataka Rajyotsava

26-11-2020 Consitutional Day

02-12-2020 Kanaka Jayanti

08-03-2021 Internatinal Womens Day

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

1. Title of the Practice

Environment friendly practice: Installation of Solar panel.

2. Objectives of the practice

The main objectives of this practice are to save economically as well as the environment. It could also provide financial benefit to the college.

3. The Context

Contributing to a better environment.

4. The Practice

The solar panel installation was a matter of pride to the institution

5. Evidence of success

The drastic decrease in electricity bill, continuous provision of power.

6. Problems encountered and resources required

Maintenance and seasonal variations posed problems.

1. Title of the Practice

Environment friendly practice: Usage of LED lights

2. Objectives of the practice

The main objective of this practice is to save power and contribute towards healthy environment.

3. The Context

The context that required this practice was economic benefit, more efficient and creation of eco-friendly environment.

4. The Practice

This practice involved discarding old lighting pattern which was consuming more energy.

5. Evidence of success

This practice was found to be beneficial in that it was less energy consuming.

6. Problems encountered and resources required

The cost price of LED bulbs is towards the higher end and Voltage fluctuations.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

The priority and thrust area of Kittel Arts College is the Overall Development of the Students through Curricular and Co-curricular Activities. Our College provides an inclusive environment for students of diverse socio-economic and cultural backgrounds. Teaching is conducted in English and Kannada language. An assessment test for detecting advanced and slow learners is conducted every semester to address varying learning abilities. Online Diagnostic tests and remedial classes are held for slow learners. Various forms of student-engagement programmes are undertaken by the IQAC, SRC and Departments. Students are encouraged to make PPT and paper presentations and using Smartphone to create interest in the subject. Students receive guidance and support from their respective mentors. Maintenance of discipline and monitoring of attendance is an integral part of our institution. Webinars, Seminars, invited lectures, Field trips, Ostrich programmes; collaborative programmes within the Departments and Societies are regularly organized. Departments, Societies, NSS Unit, NCC, and Cells of the college organize awareness raising programmes regarding the COVID-19 Pandemic and issues of gender discrimination, national unity, communal harmony and environmental conservation. The NSS unit of our College offers an excellent opportunity for students to imbibe the notion of social service. The Psychological Counselling Cell and

Mentoring Sessions provided psychological support and guidance to students. The Department of Physical Education conducted various Activities which help to reduce stress, anxiety and Physical fitness.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

Plan of Action for the Next academic year 2021-22

1. To complete the ongoing Third Cycle NAAC Accreditation Process
2. Implementation of NEP 2020 for the academic year 2021-2022
3. To Enhance and Strengthened Infrastructure developmental process.
4. Applying National research projects and grants
5. To complete the AAA process
6. Introduction of new skill based short term courses.
7. To organize National and International Seminars ,Webinars and Workshops
8. To encourage Staff and Students to participate research oriented Conference, Seminar, Webinar and Workshops
9. To conduct good number of faculty development Training /Programme.
10. Purchase of new books in library regarding NEP 2020.
11. To enrich awareness on Digital Library facilities among students.
12. To Enhance Computer and Language Lab facilities
13. Renovation of the principal chamber and Construction of new academic block
14. To ensure the high speed Wi-Fi facility within the campus.