



## YEARLY STATUS REPORT - 2020-2021

### Part A

#### Data of the Institution

##### 1.Name of the Institution

K S School of Engineering and Management

- Name of the Head of the institution **Dr. K. Rama Narasimha**
- Designation **Principal / Director**
- Does the institution function from its own campus? **Yes**
- Phone no./Alternate phone no. **9606055906**
- Mobile no **9900633688**
- Registered e-mail **principal@kssem.edu.in**
- Alternate e-mail **k.ramanarasimha@gmail.com**
- Address **Mallasandra, Off Kanakapura Road**
- City/Town **Bengaluru**
- State/UT **Karnataka**
- Pin Code **560109**

##### 2.Institutional status

- Affiliated /Constituent **Affiliated**
- Type of Institution **Co-education**
- Location **Urban**

- Financial Status **Self-financing**
- Name of the Affiliating University **Visveswaraya Technological University**
- Name of the IQAC Coordinator **Dr. Vijay Arekal**
- Phone No. **9663590628**
- Alternate phone No. **9886045566**
- Mobile **9663590628**
- IQAC e-mail address **iqac@kssem.edu.in**
- Alternate Email address **arekal.vijay@kssem.edu.in**

**3. Website address (Web link of the AQAR (Previous Academic Year))**

[www.kssem.edu.in](http://www.kssem.edu.in)

**4. Whether Academic Calendar prepared during the year?**

**Yes**

- if yes, whether it is uploaded in the Institutional website Web link:

[Yes](#)

### 5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 1</b>	<b>B++</b>	<b>2.88</b>	<b>2021</b>	<b>28/09/2021</b>	<b>27/09/2026</b>

**6. Date of Establishment of IQAC**

**03/08/2018**

**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
<b>Civil Engineering</b>	<b>VTU Tequip</b>	<b>VTU</b>	<b>2020</b>	<b>150000</b>

**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** 5

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**
- If No, please upload the minutes of the meeting(s) and Action Taken Report **No File Uploaded**

**10.Whether IQAC received funding from any of the funding agency to support its activities during the year?** **No**

- If yes, mention the amount

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

• Academic audit committees comprising senior faculty from all departments have been formulated. The parameters considered for academic audit include semester end exam results, student placement details, student progression to higher education, add on/certificate programs for students, MOU's, workshops/seminars conducted by departments, level of student projects, grants received for students projects etc.. Academic files such as course file will also be scrutinized by the committee. The academic audit committee will also comment on the measures taken by the departments to improve academic performance, student's employability and if there is any new research domain being pursued.

• Research audit committees comprising senior faculty from all departments have been formulated. The parameters considered for research audit include publications details, research proposals, details of faculty pursuing Phd and supervisors, financial support received for research, support provided for faculty development programs etc.. Audit will be conducted regularly to keep track of progress and quality. The audit reports will be reviewed and action plan will be initiated. Analysis of the data collected will be made and IQAC initiates ranking of all departments to promote healthy completion amongst the departments

• Scholarship for economically weaker students The institution is providing fee concession for economically weaker students. The institution policy is that no deserving student should be deprived of quality education and available resources are being utilised to optimal for the benefit of underprivileged students. The academic performance of the benefited students will be continuously monitored

and reminded that they are obliged to fulfil their duties. This policy has served well for these underprivileged students and also it has motivated others. • Review of Students Assignment Format and Evaluation IQAC introduced new assignment format for lower semesters. The faculty has liberty to choose any one of the assignment modes such as Quiz, Seminar, Case studies, Mini project, Open book test, Model making, Drawing, Role play, Street play, Video presentation, Flip classes, etc.

## 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>1) Scholarship for economically weaker students IQAC proposes scholarship for economically weaker students. This financial assistance may be in the form of fee concession or cash. The objective of this proposal is to ensure access to quality education to deserving students from the economically weaker section of the society. This will ensure deserving students to have opportunities and resources to participate in key learning activities. Special efforts have to be made to in empowering students from the marginalized sections.</p>	<p>Fee concession was given to 34 students.</p>
<p>2) Students participation in various college committees Student's participation is required for effective implementation of quality policy, The cell proposes to include students in various college committees. This will strengthen the student- teacher relationship further and help teachers benefit from the student feedback and evaluation on teaching methodology and classroom learning process. It</p>	<p>Students were included in various college committees and were made part of the decision making process.</p>

will also helps the institution in getting the students' insight on key institutional academic and administrative aspects. In the process, deficiencies in the academic, physical infrastructure and in student services may be identified from the perspective of the students can be gained for the purpose of quality enhancement and development. Student's participation is also required in sports and cultural committees. This will hone their leadership skills as well as team participation.

**13. Whether the AQAR was placed before statutory body?** **Yes**

- Name of the statutory body

Name	Date of meeting(s)
IQAC Committee	28/01/2022

**14. Whether institutional data submitted to AISHE**

## Part A

### Data of the Institution

<b>1.Name of the Institution</b>	K S School of Engineering and Management
• Name of the Head of the institution	Dr. K. Rama Narasimha
• Designation	Principal / Director
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• Name of the Affiliating University	Visveswaraya Technological University
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<p><b>13. Whether the AQAR was placed before statutory body?</b></p>	<p><b>Yes</b></p>				
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>					
<table border="1"> <thead> <tr> <th>Name</th> <th>Date of meeting(s)</th> </tr> </thead> <tbody> <tr> <td>IQAC Committee</td> <td>28/01/2022</td> </tr> </tbody> </table>	Name	Date of meeting(s)	IQAC Committee	28/01/2022	
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Year	Date of Submission				
2020	06/02/2020				
<p><b>15. Multidisciplinary / interdisciplinary</b></p>					
<p><b>16. Academic bank of credits (ABC):</b></p>					
<p><b>17. Skill development:</b></p>					
<p><b>18. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)</b></p>					
<p><b>19. Focus on Outcome based education (OBE): Focus on Outcome based education (OBE):</b></p>					

**20.Distance education/online education:****Extended Profile****1.Programme**

1.1 509

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

File Description	Documents
Data Template	<a href="#">View File</a>

**2.Student**

2.1 1253

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

2.2 113

Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year

File Description	Documents
Data Template	<a href="#">View File</a>

2.3 370

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	<a href="#">View File</a>

**3.Academic**

3.1 83

Number of full time teachers during the year		
File Description	Documents	
Data Template	No File Uploaded	
3.2	93	
Number of sanctioned posts during the year		
File Description	Documents	
Data Template	<a href="#">View File</a>	
<b>4.Institution</b>		
4.1	45	
Total number of Classrooms and Seminar halls		
4.2	130.23	
Total expenditure excluding salary during the year (INR in lakhs)		
4.3	632	
Total number of computers on campus for academic purposes		

## 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 affiliated to the Visvesvaraya Technological University, and the planning of the curriculum delivery process is around the guidelines and schedules provided by the affiliating University. The curriculum delivery process can be outlined as follows:

1. The University provides the Academic Calendar to be followed by all the affiliated institutions, every semester. Using this, a team consisting of the Principal, the Department Heads, and the IQAC co-ordinator, come up with the Institutional Calendar of Events, which adheres to the schedule set by the University.
2. Based on the Institutional Calendar of Events, the Head and

faculty members of each individual Department will then frame their respective Department Calendar of Events, to include department-level activities planned for the semester.

3. Before the commencement of the semester, Subject Allotment is carried out, and faculty members are asked to provide their choices of courses they are willing to teach. A meeting takes place, wherein, on mutual consent, the Head of the Department allots subjects to the respective faculty, based on their experience, specialization and individual preferences.
4. Once the subject allotment has been completed, the Time Table committee, headed by the Department Head, drafts the time tables for the semester, ensuring that the requisite number of hours is allocated to each course, during the semester.
5. Based on the time table and calendar of events, the individual faculty members prepare a Lesson Plan for their respective courses, to ensure effective curriculum delivery during the semester.
6. The faculty also plan innovative teaching methodologies in the form of chart making, model making, group discussions, quizzes, etc., in order to further improve the effectiveness of the curriculum delivery process, by encouraging student engagement, which is also reflected in the lesson plan.
7. During the semester, the performance of the students will be continuously monitored. In accordance with the University Regulations, this involves two components:
  - Continuous Internal Evaluation (CIE) - This is achieved through three internal assessment tests along with assignments to be written by the students.
  - Semester End Examination (SEE) - The University conducts a common examination at the end of the semester

The combined scores of the CIE and SEE are then used to determine the overall performance of the student. Upon completion of the Examinations, the University publishes the students' marks and grades, and these are used by the Departments to analyze the performance of the students. Subject-wise result analysis is done by the concerned faculty, and the attainment of COs and POs is carried out.

1. The faculty ensure adherence to Bloom's Taxonomy during the entire planning and delivery process, which includes defining the COs for each course, mapping them to various

POs, etc. The internal assessment tests and assignments are also framed to encompass the Bloom's Taxonomy.

2. During the semester, Mentoring of students takes place to ensure that the students' concerns and progress are monitored. Each student is assigned a mentor, who meets him/her periodically, and keeps track of their performance, attendance, activities and counsels them as required. The mentors also discuss the students' concerns with the students' parents, or with the relevant faculty, if required.
3. The Feedback from the students is received by the department in three distinct modes:
  - Individual Student Feedback - Feedback is taken twice during the semester, which covers aspects of the courses and curriculum delivery.
  - Class Committee Meetings - The Department Head, along with the class teacher and respective faculty members handling the courses, as well as students including the Class Representatives, meet periodically, where issues like effectiveness of curriculum delivery, coverage of syllabus, and other concerns from the students as well as faculty are addressed.
  - Course End Survey - After the completion of the course, the faculty members conduct the Course End Survey to evaluate the effectiveness of the curriculum delivery.
1. The Department conducts regular Faculty Meetings, in which the Head of the Department meets with all the teaching and non-teaching staff, where various academic and non-academic issues that have previously been discussed in the Principal's Meeting with the Department Heads, are conveyed and suitable action plan is devised to meet the targets.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="http://kssem.edu.in/wp-content/uploads/2022/04/1.1.1_curriculum-delivery_2020-21.pdf">http://kssem.edu.in/wp-content/uploads/2022/04/1.1.1_curriculum-delivery_2020-21.pdf</a>

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

- The Affiliating University provides the Academic Calendar

that has to be followed by all its affiliated institutions. This includes the scheduled dates of commencement and end of the academic semester, Government holidays, as well as tentative Semester End Examination dates.

- Based on the University Academic Calendar, the Academic Committee, comprising of the Principal, Heads of the various Departments and the IQAC coordinator, comes out with the Institutional Calendar, ensuring that the requisite number of working days are scheduled. The Institutional Calendar also indicates the schedule of the 3 Internal Assessment Tests as well as other activities at the Institutional level, to be held during the semester,
- Once the Institutional Calendar is framed, the Department Calendar of Events is drafted in each of the departments, by the Head of the Department, in consultation with the faculty members. This calendar includes the schedule of department-level activities planned for the semester.
- Regular meetings are held at the institutional and department levels, in order to ensure adherence to the given schedule, and timely completion of curriculum delivery. Higher priority is given to the Academic activities, as well as extra-curricular.
- In adherence to the University mandated evaluation process, the Institution conducts three distinct Internal Assessment (IA) Tests as part of the Continuous Internal Evaluation (CIE) process. These IA tests are held during the 5th, 9th and 13th weeks after the commencement of the semester.
- Since the curriculum also includes Laboratory and Workshop courses, the internal evaluation process for these are also held in accordance with the mandates of the affiliating university. The performance of the students in the practical courses is continuously evaluated based on:
  - Observation and Record Books - The results of the individual laboratory experiments performed by the students are noted in the observation and record books, and these are evaluated regularly. The Average marks scored by each student at the end of each semester accounts for 50% of the total marks for the laboratory courses.
  - Internal Assessment Test - Towards the end of the semester, one IA test is conducted, following the same procedure as the Semester End Examination (SEE). The marks scored in this test account for the remaining 50% of the marks allotted for the internal evaluation of the laboratory courses.

Care is taken to ensure that all the three CIE tests for the Theory courses as well as the one IA test for the Practical Examination are as scheduled in the Institutional and Department Academic Calendar. In case of extenuating circumstances, where the CIE schedules have to be altered, the Academic Committee decides on the new schedule and informs the same to the departments, faculty and students.

During the Academic Year 2020-21, lockdown and the shift towards online mode of instruction and examination necessitated the modification of the original schedules.

The University provided updated schedules for the semester, extending the duration of the semester, and the same schedule was adopted by the Institute. The Rescheduled CIE tests were conducted in online mode, with the students writing their assessment tests in their respective homes, and submitting the scanned copies to the respective faculty members, during the lockdown period.

As per the directives of the affiliating University, SEE for the lower semesters was suspended in view of the pandemic, and the students' overall performance was evaluated based on a combination of their CIE marks as well as their marks from the previous semester's examinations. Offline SEE was conducted for the students of the graduating classes, with adequate precautions being taken, to ensure adherence to the COVID guidelines.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="http://kssem.edu.in/wp-content/uploads/2022/04/1.1.2_CIE-schedule_2020-21.pdf">http://kssem.edu.in/wp-content/uploads/2022/04/1.1.2_CIE-schedule_2020-21.pdf</a>

**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**

**B. Any 3 of the above**



**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	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 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

7

File Description	Documents
Any additional information	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	<a href="#">View File</a>
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

### 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)

0

File Description	Documents
Any additional information	<a href="#">View File</a>
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

0

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

### 1.3 - Curriculum Enrichment

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

- The Institution adheres to the Curriculum mandated by the Affiliating University, which includes courses that integrate cross-cutting issues relevant to Professional Ethics, Human Values, Environment and Sustainability.
- Students of the Institution, across all disciplines of Engineering and Management, are required to complete courses like Constitution of India, Professional Ethics and Human Rights, Environmental Studies, Technological Innovation, Management and Entrepreneurship as part of their curriculum. These courses are included in addition to the core courses in each discipline, and help the students get a well-rounded education, and are exposed to vital cross-cutting issues in society.
- The curriculum for the individual programmes also include programme-specific courses related to cross-cutting topics like Sustainability Engineering, Alternative Materials, Renewable Energy, Alternative Energy Sources, Waste Management, Environmental Protection, Cyber Law and Security, Human Resource Management, etc., that educate the students to the real-world issues and potential ways to combat those issues.
- To expose students to other socially-relevant issues, and to encourage active student participation in socially and environmentally responsible activities, the Institution has started initiatives like:
  - Organizing expert talk and awareness workshops on relevant topics like Women's Empowerment, Anti-Harassment Initiatives, Gender Sensitivity, etc.
  - Social Service Activities through National Service Scheme (NSS).
  - Encouraging student and staff participation in Swacch Bharat

**Abhiyan.**

- Organizing Annual Blood Donation Camps on campus.
- Encouraging students to volunteer with NGOs and non-profit organizations, for earning credits towards graduation.

File Description	Documents
Any additional information	<a href="#">View File</a>
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	<a href="#">View File</a>

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

81

File Description	Documents
Any additional information	<a href="#">View File</a>
Programme / Curriculum/ Syllabus of the courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	<a href="#">View File</a>
MoU's with relevant organizations for these courses, if any	<a href="#">View File</a>
Institutional Data in Prescribed Format	<a href="#">View File</a>

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

367

File Description	Documents
Any additional information	<a href="#">View File</a>
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

## 1.4 - Feedback System

**1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders** **E. None of the above**  
**Students**  
**Teachers** **Employers** **Alumni**

File Description	Documents
URL for stakeholder feedback report	<a href="http://kssem.edu.in/wp-content/uploads/2022/04/1.4.1_syllabus-feedback_2020-21.pdf">http://kssem.edu.in/wp-content/uploads/2022/04/1.4.1_syllabus-feedback_2020-21.pdf</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**1.4.2 - Feedback process of the Institution may be classified as follows** **E. Feedback not collected**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="https://kssem.edu.in/wp-content/uploads/2022/04/1.4.2_syllabus-feedback_2020-21.pdf">https://kssem.edu.in/wp-content/uploads/2022/04/1.4.2_syllabus-feedback_2020-21.pdf</a>

## 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 students admitted during the year**

**278**

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

**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

55

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 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

Induction program is organized every year for the first year students. During this induction program Principal and Heads of the Department explain the rules and regulation, the vision and mission of the Department and college. During the orientation program students are introduced to Academic calendar (college), courses, passing criteria, grading procedure and guidelines of both internal and external examinations.

The institute has maintained a procedure to identify slow learners and advanced learners. For the first year the students common entrance rank along with higher secondary marks are taken in to consideration. For higher semester those students who score less than 50% in their first internals are identified as slow learners and the others are considered as advanced learners.

The list of slow learners is prepared after the discussion with the subject teachers and consolidated by the respective class teacher along with the Head of the Department. The remedial classes are planned and students are given inputs of how to approach the questions in an efficient way. Slow learners are given individual attention and counseled on regular intervals.

On the other hand the advanced learners are encouraged to participate in various department activities, take up the competitive exams, solving challenging questions, doing mini-projects, participating in external events etc.

File Description	Documents
Paste link for additional information	<a href="http://kssem.edu.in/c2-2-1/">http://kssem.edu.in/c2-2-1/</a>
Upload any additional information	<a href="#">View File</a>

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

Number of Students	Number of Teachers
1253	83

File Description	Documents
Any additional information	<a href="#">View File</a>

## 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

The Institution encourages the student centric approach. This includes Experiential learning, Participative learning and Problem solving methodologies.

### Experiential learning

Experiential learning improves analytical, creative and expressive interaction. In order to introduce students to the various technologies the institution uses different approaches. Students are given mini projects and are guided by the help of supervisor. The students are motivated to do industry internships to gain more insight of the technology under study. Some of the theoretical concepts in the curriculum are handled with the Lab demos.

### Interactive learning

Different approaches are practiced across the departments to give more insight to the concepts. Students are encouraged to participate in group discussion, information sharing, subject related quiz etc. The Institution also encourages the faculty members to use different teaching pedagogy that can help the students to learn and understand better and gain additional knowledge to improve their skill sets. Various club activities are organized across the departments that involve the student

participation in various events such as guest lectures, webinars, quiz, etc

#### Problem-solving methodologies

Students are allowed to participate in inter-college activities such as project exhibitions, tech skill forums, model making etc. Students are motivated to identify problems and take up projects to provide solutions to real-time problems. Students are encouraged to participate in Hackathon and other national level events.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	<a href="http://kssem.edu.in/c2-3-1/">http://kssem.edu.in/c2-3-1/</a>

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

Integration of Information, Communication, and Technology (ICT) in education refers to the use of computer-based communication that can be used in classroom instructional process. In this regard the use of multimedia teaching aids like LCD projectors in designated classrooms, internet enabled computer labs and WIFI campus facilitates teachers and students for effective Teaching and learning.

The Institute has education management software Microsoft Teams. Teams Id is created for every student as soon as they join the institute.

The education materials such as study materials, power point presentation are also made available to the students through Microsoft Teams. Various study materials are uploaded to the Microsoft Teams and are made available to the students during the progress of the semester. The students can access this resource anytime and anywhere by using computers, laptops, mobile phones or tabs with internet connectivity. Assignment questions, question bank are also provided to the students through Microsoft Teams. These materials are also available they can access them by their login ID.

During the power point presentation in the class the faculty also include hyperlinks o various simulation videos to deliver an

effective lecture. The faculty also use Audio Visual aids to demonstrate the concepts to the students like NPTEL and other online resources.

Seminar halls are equipped with multimedia facility. Invited talks, webinars, departmental events are conducted in the seminar hall. The College Library also supports e-journals, e-books, research journals that can be accessed through server in the campus as well as remote access too.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="#">View File</a>

### 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

76

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
Mentor/mentee ratio	<a href="#">View File</a>

### 2.4 - Teacher Profile and Quality

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

83



File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

#### 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

20

File Description	Documents
Any additional information	<a href="#">View File</a>
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)	<a href="#">View File</a>

#### 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

456

File Description	Documents
Any additional information	<a href="#">View File</a>
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

## 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 institution is affiliated to Visvesvaraya Technological University (VTU) and conducts Continuous Internal Assessment as prescribed by University
- The regulations, curriculum, and syllabus of all the programmes offered by the Institution are available in the Institute website and the affiliated University websites. The regulations contain the details of the evaluation process. Currently 2015, 2017, and 2018 regulation of CBCS schemes are being followed.
- The institution prepares an Academic Calendar in line with the University calendar before the commencement of the academic year in consultation with the Heads of the Departments in which Internal Assessment dates are mentioned and same will be handed over to students and uploaded in the institution website.
- During the academic year 2020-21 faculty are informed to prepare question paper of their respective subjects. The Head of the Department and Principal will scrutinize the question Paper.
- Internal Assessment Question Paper and Assignments are prepared according to Bloom's Taxonomy, which is based on the cognitive domain list.
- The process of evaluation is made transparent to the stakeholders.
- During the academic year 2020-21 the internal exams were conducted in online mode. The students answer scripts are evaluated within the stipulated time. Students are advised to check their marks with the respective course incharge.
- Scheme of evaluation for internals is discussed with the students after every IA.
- The results of the Internal Assessment will be informed to the parents in case the student has below average marks through their mentors.
- Three internal assessment tests are mandated by the university. All the students need to attend all the three tests. The average of the three tests are considered for 2017 and 2018 scheme students. For 2015 scheme average of best of the two tests are considered as final internal assessment marks.
- In the laboratory, one internal assessment test is conducted covering all the experiments at the end of the semester.
- The signature will be obtained from the students once their marks are finalized.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="http://kssem.edu.in/c2-5-1/">http://kssem.edu.in/c2-5-1/</a>

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

All the grievances related to internal assessment are addressed in a transparent, time bound & efficient manner as explained below. During the Academic year 2020-21 the internal assessment was conducted in online mode.

#### Internal Assessment:

- The Institution academic calendar is prepared based on the calendar of events released by the university. Academic committee of the college creates and organizes the academic calendar for the Institution. The Academic Calendar shows the Continuous Internal Examination performed in terms of three Internal Assessment tests. The scheduled dates of Internal Assessment tests IA1, IA2 and IA3 are indicated in the academic calendar.
- The scheduled timetable for each internal IA1, IA2 and IA3 approved by the HOD and Principal was shared to the students online to the respective class groups. The guidelines for the online internal assessment was shared to the students. The Zoom id for the respective tests were made available to the students and were advised to login through the corresponding id. The duty allotment of the room invigilators was assigned by the internal test coordinators. Attendance of students are also taken online during the session. After each test the students are informed to send their answer scripts to the mail id given in the question paper. The faculty made sure that the answer scripts of all the students are received on time.
- Evaluation is done within a week from the date of internal tests. The marks of the evaluated answer scripts of the students are shared to them for verification. If any anomalies were raised by students the faculty made/clarified the necessary corrections.
- The marks obtained by the students in internal assessment tests are uploaded on the web portal along with their attendance.
- After every internal the CCM meetings were conducted where

the grievances are discussed with the subject handling faculties and HoD. Necessary corrective measures were taken and the issues are resolved.

#### Lab Internals:

- Lab experiments were conducted online during the academic year 2020-21. The procedures were explained online. The students could observe the experiments carried by the faculty and observation were shared to the students. The students then were asked to complete the calculation and send the pdf of the completed record through e-mail and the same was evaluated. The online lab internals time table is shared to the students and staff one week prior to the commencement of lab internals. The maximum marks of evaluation are 10 Marks for observation, 10 Marks for Record and 20Marks for Lab Internals.

The final IA marks are finalized at the end of the semester and the same are displayed on the notice board .The signatures of the students and the course in-charge are taken for both theory and lab marks before it is uploaded to VTU portal. Any grievances regarding the marks are addressed before uploading.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="http://kssem.edu.in/c2-5-2/">http://kssem.edu.in/c2-5-2/</a>

## 2.6 - Student Performance and Learning Outcomes

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

The Institution is affiliated to Visveswaraya Technological University(VTU) which prescribes the curriculum.

The institution has a broad vision and mission, which is practiced by all the departments.

The Programme objectives (POs), Programme Specific Outcomes (PSOs) and the Course Outcomes(COs) are well stated by the departments and displayed on the Institution website, Notice boards, Classrooms and Laboratories

The Program Specific Outcomes are in line with the vision and mission of the departments and the institution.

The Course Outcomes are framed by the respective course in-charge by using Bloom's taxonomy verbs and levels as prescribed by the University. The CO's framed are also discussed with the students. The stakeholders are involved in refining the PSO's.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="http://kssem.edu.in/c2-6-1/">http://kssem.edu.in/c2-6-1/</a>
Upload COs for all Programmes (exemplars from Glossary)	<a href="#">View File</a>

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

The Teaching-Learning process in the institute abides by a well-defined procedure and is followed across all the departments. The process involves

1.Planning

2.Delivery and Assessment

3.Evaluation and Attainment

Planning

- The University defines the syllabus (course content) for all Programmes in the Institution.
- The Course Outcomes are prepared by the Course In-charge and verified by the HOD and IQAC coordinator.
- The CO's are written based on different levels of Bloom's taxonomy pertaining to the course.
- During the preparation of the CO's care is taken by the Course In-charge to focus on the objectives and outcomes.
- The lesson plan is prepared well in advance before the commencement of the classes based on the calendar of events prepared by the institution.

Delivery and Assessment

- Every department follows a structured time table for

delivery of the contents of a course.

- The course in charge plans the content delivery to be in phase with the lesson plan.
- The University defines the norms for Internal assessment.
- The Assignments and Internal assessment question paper adopts the Bloom's Taxonomy and the level of the questions are framed based on it.

### Evaluation and Attainment

- The Assignments and the internal assessments are evaluated by the respective course in-charge.
- The Internal assessment marks are recorded periodically. After the final exam results are announced by the university, the attainment of the CO's and PO's are calculated.
- The attainment includes direct and indirect attainment.
- Appropriate action is taken to improve the weaker students so that there is continuous improvement in the attainment level.
- The attainment is calculated from different tables starting from the CO-PO-PSO matrix, Internal marks and External marks documents.
- The correlation of the CO, PO and the PSO is tabulated in a scale of 0 to 3 where 3- High ; 2- Medium; 1.Low

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="http://kssem.edu.in/c2-6-2/">http://kssem.edu.in/c2-6-2/</a>

### 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

352

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	<a href="http://kssem.edu.in/wp-content/uploads/2022/02/2.6.3_Annual-report-VTU-20th-Annual-Convocation.pdf">http://kssem.edu.in/wp-content/uploads/2022/02/2.6.3_Annual-report-VTU-20th-Annual-Convocation.pdf</a>

## 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)**

[http://kssem.edu.in/wp-content/uploads/2022/03/2.7-student-survey\\_2020-21-1.pdf](http://kssem.edu.in/wp-content/uploads/2022/03/2.7-student-survey_2020-21-1.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	<a href="#">View File</a>
e-copies of the grant award letters for sponsored research projects /endowments	<a href="#">View File</a>
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

**3.1.2 - Number of teachers recognized as research guides (latest completed academic year)**

**3.1.2.1 - Number of teachers recognized as research guides**

2

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

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

#### 3.1.3.1 - 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)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Supporting document from Funding Agency	<a href="#">View File</a>
Paste link to funding agency website	<a href="#">NA</a>

## 3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The institution has created an appropriate ecosystem for Research and Innovation by recruiting desirable human resources. The institution has six, University recognized research centers. The institution has provided separate space for each research center equipped with relevant equipment which are useful to carry out research by the faculty and research scholars.

The institution has fourteen state of the art Computer Labs. All the computers in the labs are provided with the latest updated software and hardware. Internet, printing and scanning facilities are also available through the network. Further, each center is equipped with uninterrupted power backup.

The institute is having a separate R&D cell to inculcate the spirit and culture of research amongst faculty and students. The R&D cell comprises faculty members from various Departments of the institution with the Principal as the chairman.



The faculty members are encouraged to undertake research projects in thrust areas in Science and Technology with funding from various agencies. During the year 2020-2021, more than 10 proposals have been submitted from the institution.

The institution encourages the faculty members to pursue Ph.D, more than 50 faculty members are pursuing their Phd program. Computers with high bandwidth Internet facilities are provided to the research scholars. Successful completion of a research program leads to appreciation and academic career advancement.

There are eight student clubs in the institution. Various activities are conducted under these clubs to motivate the students to involve in various research related activities, like mini projects, project exhibitions, guest lectures, paper presentations, workshops etc. These activities help students to understand the various problems faced by the society. It enables them to find solutions for them.

Adequate provision is made for libraries to procure books, journals and e-journals. The library of the institution is enriched with a wide range of books (20946 books + 12998 e-books), more than 5560 national and international journals from various fields and 5,30,000 papers published in conference proceedings. Online IEEE journals are also accessible to the researchers.

The Institution encourages faculty and students to attend research programs, workshops, seminars and conferences conducted in the Institution and at other organizations. Institution provides registration fee and on-duty leave for those who attend such programs.

The institution gives importance for all-round development of the students. Departments have signed MoU's with various industries. Under these MoU's many events like workshops, FDP's, guest lecturers, Technical talks are organized. Students are also sent to these industries for internships.

Online teaching became an important medium and compulsion also to give education to the students during Covid 19 pandemic. The Institution used MS Teams Platform as a medium for teaching/ learning process. Management of the Institution provided 14 ICT tool I Scribe A4 USB tool across all the Departments to help faculties convey high quality teaching during the pandemic. Faculties recorded each session and saved the same, which further students could practice as many times as they wanted to understand

the concept.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://kssem.edu.in/wp-content/uploads/2022/01/3.2.1_2020-21-1-1.pdf">http://kssem.edu.in/wp-content/uploads/2022/01/3.2.1_2020-21-1-1.pdf</a>

### 3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

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

10

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 3.3 - Research Publications and Awards

#### 3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

##### 3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

0

File Description	Documents
URL to the research page on HEI website	<a href="http://kssem.edu.in/research-consultancy/">http://kssem.edu.in/research-consultancy/</a>
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

#### 3.3.2 - Number of research papers per teachers in the Journals notified on UGC website

during the year

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

6

File Description	Documents
Any additional information	<a href="#">View File</a>
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

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

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

14

File Description	Documents
Any additional information	<a href="#">View File</a>
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 3.4 - Extension Activities

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

The institution strives to promote over all development of the students by encouraging them to participate in various co-curricular and extra-curricular activities to nurture them to be socially responsible. The institute is conscious of its role in the neighborhood community development and has initiated a number of community development activities that include:

**Covid 19 Testing:** Institute organized a free Covid 19 testing facility for staff and students on 25th March and 6th April, 2021. Those tested positive were informed to self-isolate. They were advised to strictly home quarantine themselves as per guidelines. The BBMP officials also followed up and provided medication to the positively tested patients.

**Covid Vaccination Drive:** Institute organized a free Covid 19

vaccination drive for students, staff, parents and relatives for two days. This drive was organized in association with BBMP. Total of 1456 members were vaccinated during this drive. Projects: Students are encouraged to work on various projects that contribute to the society and results in joining hands in building a better surrounding.

File Description	Documents
Paste link for additional information	<a href="http://kssem.edu.in/department-activities/">http://kssem.edu.in/department-activities/</a>
Upload any additional information	<a href="#">View File</a>

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

#### 3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

0

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of awards for extension activities in last 5 year (Data Template)	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>

### 3.4.3 - 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

#### 3.4.3.1 - 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

3

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	<a href="#">View File</a>

### 3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

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

0

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 3.5 - Collaboration

#### 3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

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

52

File Description	Documents
e-copies of related Document	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of Collaborative activities with institutions/industries for research, Faculty	<a href="#">View File</a>

### 3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

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

7

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<a href="#">View File</a>

## 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 state-of-the-art facilities for teaching-learning process which are highlighted below:

#### A. Classrooms

Each class room is designed and maintained as per AICTE norms with respect to carpet area, lighting, ventilation and furniture to have a conducive ambiance.

Classrooms are provided with LCD projectors. Faculty members are given desktops by the Institute to extensively use ICT in class rooms.

Institution has four spacious seminar halls and an auditorium with state-of-the-art facilities.

#### B. Laboratories

Each lab / workshop with appropriate layout is designed and maintained as per AICTE norms with respect to carpet area, lighting, ventilation and furniture to have a conducive ambiance and practical exposure.

Laboratories are well equipped with adequate number of experimental set-ups, computers and peripherals. Qualified lab instructors / Mechanics are allotted for all the lab batches for its smooth functioning.

Special care is taken to ensure that the students conduct all the experiments as per the University syllabus.

Eight active MOUs are signed with various industries.

In addition, R&D labs in Civil Engineering, Mechanical Engineering, Electronics and Communication Engineering, Computer Science Engineering, Chemistry and labs in Electrical and Electronics Engineering and Physics are equipped with appropriate equipment help to carry out research activities to a greater extent.

### C. Computing Facility

In the year 2020-2021 additional 50 desktops are procured.

14 iscribe were procured to facilitate the online classes during pandemic time.

Presently there 657 desktops, 5 laptops, 32 printers, 9 scanners, 12 iscribe and few servers which are adequate in number for computational and related purposes.

Uninterrupted power supply (UPS) is made available in the institution so that the students and staff can access the computers without any interruption. There is a generator with a total capacity of 250 kW for power back-up and UPS facility available for each Department.

College has been a preferred venue for various exams and evaluation due to the excellent infrastructure facilities like VTU valuation centre, COMED-K exam centre, GATE exam centre, DEEKSHA PU exam centre, banking exams centre etc.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://kssem.edu.in/wp-content/uploads/2022/01/4.1.1_link_20-21.pdf">http://kssem.edu.in/wp-content/uploads/2022/01/4.1.1_link_20-21.pdf</a>

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

K. S. School of Engineering and Management has a very active Physical Education Department with adequate facilities for sports, games, gymnasium, etc., The main motto of this institution is the overall development of the students and thus encourages students in occupying a major role in sports and cultural activities. The institution has provided facilities for conducting indoor and outdoor sports, games and cultural events. It encourages students to take part in intercollegiate, University, State, National and International level competitions. The institution has won many Gold, Silver and Bronze medals in the sports. The institution has two sports ground of area 902.66 square meter and 3203.63 square meter. It is developed for outdoor sports like Volley ball, Throw ball, Kabaddi, Basketball and Indoor sports like Badminton, Carom, Chess etc., The sports Department is responsible in organizing and celebrating the sports day.

National festivals.

Students are encouraged to organize various cultural activities in the institution like Independence day, Republic day, Ganesha Festival, Dasara - SaraswatiPooja, Teacher's day, Engineer's day, Yoga day, etc., There are other programs conducted by students like NSS camps, Blood donation camp, Social Awareness camps and so on. Every year the college festival "AROHANA" is conducted and various cultural competitions are conducted like Kalasanthe, mehendi, photography, quiz, Dumb charades, tug of war, counter strike, treasure hunt, minute to win it, Kannada Antyakshari, Collage, Mr. And Miss KSSEM, Dubsmash, Mad ads, solo-dance, group-dance, solo-singing, Mock IPL Auction, Cooking and Fashion show to show case their talent. An experienced cultural coordinator is nominated to encourage and monitor the students for taking part in all the cultural activities.



File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://kssem.edu.in/wp-content/uploads/2022/01/4.1.2_LINK_20-21.xlsx">http://kssem.edu.in/wp-content/uploads/2022/01/4.1.2_LINK_20-21.xlsx</a>

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

35

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://kssem.edu.in/wp-content/uploads/2022/01/4.1.3 link 20-21.pdf">http://kssem.edu.in/wp-content/uploads/2022/01/4.1.3 link 20-21.pdf</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 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)

74.72

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

## 4.2 - Library as a Learning Resource

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

Library is the centre for intellectual and academic excellence. It supports its users in education and research. K.S. School of Engineering and Management library has a collection of text books, reference books, newspapers, CD-ROM's, e-Books, e-Journals and e-Conference Proceedings. The institutional repository provides access to previous year question papers, project reports and newspaper clippings.

Library is fully automated using Licensed Library Management Software "Libsoft" Version 9.8.5. Modules viz., Acquisition, Cataloguing, Member Registration, Transactions, Documentation, Barcode, Web OPAC and Online Reservation provides supports all in-house activities of the library.

WEBOPAC: Users can access webopac to search library collections viz., Books, Journals, Magazines, Compact Disks, Digital Contents viz., Question Papers, News Paper Clippings, Project Reports, Content Pages of Books and Journals can be accessed.

Webopac is integrated in the college website <http://kssem.edu.in/>. College portal has a link to library and Webopac. Hyperlinks connect the user to library webopac.

Library users are provided with User Name and Password to use this facility. Users can check the bibliographical details of the library collections; content pages of the books, journals and magazines, its location; books borrowed by them; can do online reservation for issued books; Virtual Library has a link to all the e-resources subscribed through VTU consortium and open access e-resources.

VTU Consortium: KSSEMlibrary is a member of VTU Consortium. Users are provided access to e-Resources viz., e-Journals, e-Books, e-Conference Proceedings and others. All the e-Resources are IP enabled which can be accessed from anywhere in the campus.

KNIMBUS Remote Access Solutions: It is a web based knowledge discovery platform. All the subscribed e-journals viz., Elsevier's Science Direct, IEEE (POP), Springer Nature, Taylor and Francis, Emerald, Proquest (Arch. & Engg), and e-books viz., Elsevier's Science Direct, Springer, Taylor and Francis, McGraw Hill Education, New Age International, Packt and open source e-resources can be accessed at [kssemb.new.knimbus.com](http://kssemb.new.knimbus.com). Users are provided with User Name and Password to access it.

Library provides access to NetAnalytiks Sententia Grammar Checking Tool and Turnitin Similarity Checking Tool.

During the period of COVID-19, users could not access library resources manually. Hence, online materials were provided to the users through WEBOPAC and Knimbus. They were provided with User Credentials to access it remotely. This helped them to download online resources from their home.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="http://kssem.edu.in/wp-content/uploads/2022/01/4.2.1 Link 20-21.pdf">http://kssem.edu.in/wp-content/uploads/2022/01/4.2.1 Link 20-21.pdf</a>

**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** A. Any 4 or more of the above

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

**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)**

12.70

File Description	Documents
Any additional information	<a href="#">View File</a>
Audited statements of accounts	<a href="#">View File</a>
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

#### 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

74

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of library usage by teachers and students	<a href="#">View File</a>

### 4.3 - IT Infrastructure

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

For upgrading the IT infrastructure in the institution, the suggestions are received from HOD's of various Departments, faculty, System Administrator, Lab technicians and will be assessed in every academic year.

#### Upgradation of Software and Hardware

Syllabus is frequently revised by the affiliating University VTU. New courses are introduced in the revision based on industry needs. Whenever the new courses are introduced, the necessary software's and hardware are purchased. Some of the software's are procured from open source and others are purchased. Operating System (OS) is also upgraded frequently.

#### Internet

The institution is equipped with 100 MBPS leased line which is connected to all the classrooms, laboratories and library however 200 Mbps leased line is available as a backup in the server room laboratories. Students are having an access to the digital library to make use of the e -Journals and other e resources.

Online Question Paper Delivery System (QPDS) facility is available with 4 MBPS leased line to print the semester end examination question papers. This was updated in 2019.

The students are provided Wi-Fi facility in the college hostel

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://kssem.edu.in/wp-content/uploads/2022/01/4.3.1_link_20-21.pdf">http://kssem.edu.in/wp-content/uploads/2022/01/4.3.1_link_20-21.pdf</a>

### 4.3.2 - Number of Computers

657

File Description	Documents
Upload any additional information	<a href="#">View File</a>
List of Computers	<a href="#">View File</a>

### 4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	<a href="#">View File</a>
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

## 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)

130.24

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Audited statements of accounts	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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.

Thermal scanning were done for all the faculties and students daily.

All the classrooms and Laboratories were sanitized before and after the class, wearing Mask were made compulsory, and social distancing is strictly adhered to during Pandemic time.

#### Laboratory

The institution has well equipped laboratories. Do's and Don'ts boards are displayed in each laboratory.

All laboratories have maintained log-in registers to know the effective usage of the laboratory. Regular stock verification and periodic service of equipment in laboratories are done at the end of each semester.

The lab instructor checks for the obsolete instruments / un-serviceable equipment at the end of semester and if anything has to be replaced, then it will be reported to the lab in-charge. The HOD will ask for the quotation from various suppliers and comparative statement is prepared. The supplier will be approved by the HOD, Principal and Management which is then procured. The equipment under warranty will be serviced as per the norms. Safety precautions like first-aid kit are kept in all the labs and fire extinguisher are placed in every floor.

#### Library

The institution library is fully automated with LIBSOFT® software developed by Environ Software Pvt. Ltd., Bangalore. There is regular stock verification process done by the library. It has maintained separate log-in registers for staff and students. The

institution also has the facility of Digital library so that the staff, students and research scholars can access audio books, e-books, newspaper clippings, journals, NPTEL videos, soft copy of final year project reports of all UG/PG projects and also the old question papers. It has well maintained reading rooms. Procuring of the books to the library is done in the following manner:

A request form is sent by the library to all the Departments. The filled forms are collected and compiling is done for the same. Quotation for the required books is procured from three different vendors and comparative statement is prepared. The vendor with least price is given the order, after approval from the Principal and Management. Books supplied are entered into the stock register and assigned with an Accession Number.

4TB of NPTEL videos from IIT Madras has been procured and made available to staff and students.

#### Sports Complex

The sports facilities are maintained by Physical Education Department. Stock registers and log-in registers are maintained. Stock verification of sports item is done on a regular basis. The institution as well as hostel, both have indoor and outdoor games facility. Gymnasium at hostel, indoor badminton court and basketball ground at the institution enthuse the students towards these sports. The college ground is used by the students to practice for sports events and also practice cricket.

Sports items are procured in the following manner:

A request letter for the requirement is given to the Principal. Quotations for the same are obtained from three different vendors and a comparative statement is prepared. The purchase order is placed with the vendor with the least price after approval from the Principal and Management.

#### Computers

Computers are maintained by system administrator. Inspection and service activities are being carried out in every semester. Log-in registers are maintained in all computer laboratories. All computer systems are connected with LAN. Each Department have separate computers for staff usage.

If there is any problem with the computers, then it will be

immediately brought to the notice of system administrator, who will rectify it.

#### Classroom

The College has well-furnished and spacious classrooms. The classrooms are monitored through CCTV cameras. Few classrooms are also equipped with LCD projectors for better teaching-learning interactions.

Regular inspection and maintenance of the furniture and the classroom equipment is done.

#### Garden and Landscape

Garden assistants are responsible to maintain lush green campus. Housekeeping staff ensure the hygiene and cleanliness of the campus. The regular cleaning of classrooms is done by housekeeping staff.

The institution has adequate 13 buses plying in 13 routes for safe and comfortable commutation of students and staff. There is free transport from the institution to K S Institute of Technology campus and up to the nearest Metro station.

The parking facility is well maintained. The entire campus is monitored through CCTV cameras, placed in areas which cover the entire campus zone.

Periodically all the buildings are inspected and repairs are carried out. All the buildings are painted depending on the requirement.

Maintenance of lifts, CCTV cameras and water purifier are done regularly.

College has organised the Covid testing and 2 times Vaccination drive for all the employees, students and students' parents.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://kssem.edu.in/c4-4-2/">http://kssem.edu.in/c4-4-2/</a>



**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**

390

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

**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**

34

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>

**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	<a href="http://www.kssem.edu.in">www.kssem.edu.in</a>
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

650

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

650

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**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**

**A. All of the above**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>

## 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

196

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student placement during the year (Data Template)	<a href="#">View File</a>

### 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

13

File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of student progression to higher education	<a href="#">View File</a>

#### 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

20

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	<a href="#">View File</a>

## 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.

1

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	<a href="#">View File</a>

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 )

The institute encourages active participation of students in various administrative, co-curricular and extracurricular activities through their representatives. The institute follows

following procedure while forming various bodies: Class representatives are nominated at the beginning of each academic year, with each class getting a male and female student representative. The class representative may be unanimously nominated or rarely at times elected through an election process. This process is completed by the class teacher in presence of all the students of the class. The class representatives are involved in the entire decision-making meetings related to students' activities including formation of various bodies during the academic year. The class representatives also coordinate the Departmental forum activities under guidance of Head of Department, staff and other fellow classmates.

Class Committee Meetings are held after every internal test which is convened by Head of the Department and is attended by class representatives and staff members handling the various subjects. The students attending this meeting are picked from three categories namely top, average and poor performers in class. The students are changed for every such meeting held after completion of internal test so as to involve more students in these meetings. Feedback about completion of syllabus and level of understanding as well as effectiveness of teaching is sought in these meetings.

At the institute level the following committees are functional:

1. Anti Ragging Committee
2. Anti Sexual Harassment Committee (Internal Complaints Committee)
3. Tobacco Free Campus Committee
4. Grievance Redressal Committee

Each of these committees has student representation. These committees are responsible to ensure that they progressively monitor and report to the authority about any untoward incident. The committees are also responsible for addressing grievances raised, if any, and they are done effectively. The student representatives on these committees are nominated by the Principal and Heads of Departments.

Students are also encouraged take up social work through NSS and Rotract clubs. NSS committee as well as Rotaract chapter has sizeable representation of the students.

During Pandemic students are identified for serving the society in

terms of availability of beds and food. Created the WhatsApp groups for sharing information about covid. Due to these Pandemic Sports and cultural events were not conducted at institutional level, otherwise usually it will be conducted every year. During this Pandemic Proctors meeting were conducted online to monitor safety and health of students.

File Description	Documents
Paste link for additional information	<a href="http://kssem.edu.in/wp-content/uploads/2022/01/5.3.2-CCM-Meeting.pdf">http://kssem.edu.in/wp-content/uploads/2022/01/5.3.2-CCM-Meeting.pdf</a>
Upload any additional information	<a href="#">View File</a>

### 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

0

File Description	Documents
Report of the event	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
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)	<a href="#">View File</a>

## 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 institution was established in the year 2010 and is growing steadily since its inception. With first batch of students graduating in the year 2014, the alumnus base of institution is growing rapidly. The alumnus are spread in various fields ranging from higher education in NITs, IITs in India, as well as abroad in countries like US, UK, Australia and employed in major MNCs like SAP Labs, NTT Data, Infosys, Toyota Industries etc. Many are

gainfully employed in startups as well as their own family setups.

The KSSEM alumnus meet at least yearly once and share their progress and experiences with the gathering. To enable the members to participate in such meeting without affecting their busy schedule, the annual alumni meeting was conducted on 26th January every year for first four years. Since last year it is held on the college annual day "Aarohana". This was to allow the alumnus to participate in college annual day and interact with the student community. The idea was well received and the practice will be continued in future.

Being relatively a new college with just 8 batches having graduated, the alumnus base is not vast. The Alumni association has been formed informally in the college and will be registered in near future. The office bearers of Alumni association are comprised of a staff coordinator and alumni members with at least two members being KSSEM faculty members who studied at KSSEM at either undergraduate or post graduate level. A dedicated email box with email id alumni@kssem.edu.in is created to manage all the correspondence with alumni members. The respective departments have strong network of alumni and utilize this bond in maintaining institute-industry relations and utilize them in arranging industry visits. The inputs are also shared with placement cell for exploring placement and internship opportunities.

The participants in alumni meeting share their experiences in professional life and discuss about emerging opportunities. They also share their ideas about barrier that they had to overcome while transiting from college life to professional life. The inputs shared in these meetings are utilized in framing new activities. To encourage more participation in alumni meeting, occasionally members are felicitated in annual meeting for their contribution in field of their chosen fields.

In 2017 annual meeting conducted on 9th December 2017, 30 members were selected as Young Alumni achievers and were presented with mementoes. The selection was made based on the suggestions received from alumni members through email. The criteria for selection was notable performance in the field of research and higher education, entrepreneurship and gainful employment.

Recently a forum named "Future of mobility" is formed and interested students from all branches of 3rd year are members of this forum. It is managed by Mr. Pavan Kumar, an alumni of Mechanical Engineering Department. The forum is formed with two

**main objectives:**

1. To inculcate the habit of thinking out of box and stay relevant to the changes happening around them.
2. To brainstorm and generate ideas and pursue the same with mutual support

The committee is formed and registration process is taking place.

File Description	Documents
Paste link for additional information	<a href="#">NA</a>
Upload any additional information	<a href="#">View File</a>

#### 5.4.2 - Alumni contribution during the year (INR in Lakhs) E. <1Lakhs

File Description	Documents
Upload any additional information	<a href="#">View File</a>

### 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

##### VISION:

To impart quality education in Engineering and Management to meet the technological, business and societal needs through holistic education and research

##### MISSION:

K.S. School of Engineering and Management shall,

- Establish state of the art infrastructure to facilitate effective dissemination of technical and managerial knowledge
- Provide comprehensive educational experience through experiential learning strengthened by institution and industry interaction
- Carry out socially relevant research activities and



disseminate knowledge

- Inculcate leadership skills and foster entrepreneurial spirit among students.

The attributes of the Institute are characterized as follows:

#### Quality education

- The Institute provides a friendly learning environment, with good ambiance, state-of-the-art infrastructure and extensive facilities, to facilitate knowledge dissemination through ICT (NPTEL videos, Projectors with internet facility in the classrooms, Case studies, surveys, field trips and visits).
- The Institute has a pool of highly-qualified faculty and staff, who employ various teaching methodologies to effectively deliver lessons, and impart their knowledge to students effectively.
- The institute encourages the faculty and students to keep their knowledge updated, by participating in Faculty Development Programs, competitions and workshops, organized either in the institution, or conducted elsewhere.
- Conferences, seminars and guest lectures from eminent personalities from both academia and industry are organized by the institution, in order to expose the students and faculty to the latest innovations and challenges faced in the real world.

Societal needs, through holistic education and research

The institution promotes and sensitizes the students to look for problems in the society and give an economical but effective solution. The institution commits to produce quality students and student leaders who are technically sound, committed and are fit to be absorbed by the industries.

File Description	Documents
Paste link for additional information	<a href="http://kssem.edu.in/wp-content/uploads/2022/02/6.1.1-Main-2020-21.pdf">http://kssem.edu.in/wp-content/uploads/2022/02/6.1.1-Main-2020-21.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

## Decentralization

The Organization believes in operational independence to all functionaries to work towards decentralized administration:

### Governing Council

Office bearers of Sangham, offer valuable suggestions and directions to Governing Council. The Governing Council meets regularly, to discuss the progress made in the current period as against that of planned activities.

### Management

After receiving approval from the Governing Council, the management plans a detailed procedure for implementing the envisaged programs along with Principal to implement them. The President, Secretary and Treasurer form key management personnel responsible for monitoring all institutional activities. They play a lead role in policymaking, decision taking and approving the organisation's financial needs.

### Academic Advisory Board

To Incorporate necessary changes in the arena of education, the Management has constituted an Academic Advisory Board (AAB). CEO, the member secretary of Academic Advisory Board reports to the board about the progress made and plays a predominant role in implementing key decisions taken by the board members.

### Principal

Principal/Director forms the functional authority who is instrumental in directing organisation's academic activities. He conducts meetings with Department Heads, gathers suggestions and information and percolates the information from the top management to the employees and vice versa. The Institution abides by the directives set by university and follows the same at college level.

### Head of the Department

In line with the Institution's strategic plan, HOD plans various departmental activities. This is attained by framing calendar of events, allocating suitable personnel/s to respective tasks.

Periodic assessments of work accomplished to meet the stipulated requirements are done.

## Faculty

Faculty members allotted to a definite task, implement and report back to HOD's and Committee heads. They become active in administering different scholastic, co-curricular and extra-curricular activities by acting as a bridging element between management and the students. Students are motivated and directed towards achieving leadership qualities by giving them opportunities to act as student representatives and active coordinators in many active committees.

## Participative Management:

### Strategic Level

KSSEM involves all the stakeholders in various academic activities such as the drafting and planning of the activities for an academic year and approves the budget concerning that activity.

### Functional Level

Any event taking place in the institution is well planned and is executed only after taking into consideration the opinion/s of all the representatives and respective committee heads. Both faculty and students form a team with an outline of executable roles and responsibilities. Faculty involve themselves in delivering both academic and non-academic responsibilities.

File Description	Documents
Paste link for additional information	<a href="http://kssem.edu.in/wp-content/uploads/2022/03/6.1.2-2020-21.pdf">http://kssem.edu.in/wp-content/uploads/2022/03/6.1.2-2020-21.pdf</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institution was set up with the keen intention of cultivating and supporting a strong research culture and motivating the younger minds towards innovation and research. As a mark of this research culture, the institution is found to be successful in

getting quite many research grants from various nationalised research funding agencies to name a few we have KSCST, VGST, NRB, VTU etc,.

Creating an environment for a strong research culture was possible by setting few benchmarks such as,

1. Setting up a research center and writing project proposals for funding from the government and non-government bodies
2. Encouraging students to write KSCST proposals
3. Conducting national and international conferences to disseminate knowledge
4. Securing university ranks and awards in UG and PG programs
5. Improving the NAAC accreditation grade from B++ grade to A
6. Getting NBA accreditation

The institution has always been in line with the milestones set, securing university ranks in UG and PG a few instances to show this is that the institution has secured a university rank in both the UG program and the PG program respectively.

There are currently six research centers in Mechanical Engineering, Electronics & Communication Engineering, Civil Engineering, Computer Science Engineering, Mathematics and Chemistry. A large number of research scholars have registered under this research centre in various disciplines for their doctoral programs. Apart from this, the institution is instrumental in obtaining research grants from various research funding agencies and has successfully completed the same. A large volume of research publications are published periodically by faculty and students in some of the reputed journals. KSSEM is active in consultancy work where material testing is carried out at Civil and Mechanical Engineering departments. Patents are filed and awarded in Civil Engineering and Computer Science departments.

KSSEM organises National and International conferences. Through these conferences faculty are exposed to new domain areas.

The institution also supports the faculty/ research scholars by facilitating them with necessary leaves to attend and carry out the research related works.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="http://kssem.edu.in/wp-content/uploads/2022/01/6.2.1-2020-21.pdf">http://kssem.edu.in/wp-content/uploads/2022/01/6.2.1-2020-21.pdf</a>
Upload any additional information	<a href="#">View File</a>

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.

**Administrative Setup:** The administrative setup moving down in the hierarchy comprises of the Governing council at the top most position followed by the KS Management, Academic Advisory Board, Chief Executive Officer, Principal/Director, Head of the different Departments and teaching staff, non-teaching staff and supporting staff in the organogram. The plans envisaged by the management are presented before the Governing Council for their approval. The Principal and the Management act in accordance with the directives set by the GC. The President, Secretary and the Treasurer monitor all the activities of the institution and make necessary decisions to be in-line with the directives of the GC. The AAB extends necessary suggestions to the management in bringing out necessary modification in the system

The Principal/Director forms the bridging link between the management and the staff. Through conducting meetings, he collects suggestions and information from HOD's and percolates the information from the top management to the employees and vice versa. The HOD's are accountable for framing different Departmental activities in that academic year and bringing it to the effect with the help of the faculty, non-teaching staff supporting staff and students.

**Stock verification procedure:** KSSEM follows a set of rules in executing the activities of the organization; An example for this is Stock verification procedures. At the end of each semester stock of all laboratories is checked and recorded. Stock verification is conducted by Inter-departmental faculty members. The discrepancies if any found are entered in remarks and is brought to the consideration of HOD and in turn the HOD will report to Principal and the Principal will initiate the necessary action.

**Recruitment procedures:** The Management and Principal of KSSEM believe that the faculty members become the building blocks of an institution and thus become instrumental in making the institution flourish. Hence selection of Quality faculty members is made through a predefined structure. The first step towards recruitment is planning the requirement. In this stage a draft of comprehensive job specification is prepared highlighting basic requirements and responsibilities of the position that includes skill sets, qualifications and experience. With all these details an advertisement is placed in periodicals for filling the vacancies. The second step is screening, at this stage the received resumes are screened and shortlisted on the basis of requirement and the shortlisted candidates are asked to appear before selection panel for an interview. The panel comprises the Principal, HOD's from different departments and a subject expert. Candidates will be evaluated based on his/her presentation before the members. The panel selects a suitable candidate on the basis of merit and will be called for a meeting with the management. Here the final selection of the candidate is done. Based on the involvement of staff in all institutional activities and their performance, all staff members are motivated and are promoted periodically.

Any staff on the completion of her/his Doctoral degree will give a presentation before the AAB. The AAB will then make a decision on promoting him/her to the next level.

File Description	Documents
Paste link for additional information	<a href="http://kssem.edu.in/wp-content/uploads/2022/01/6.2.2-MAIN.pdf">http://kssem.edu.in/wp-content/uploads/2022/01/6.2.2-MAIN.pdf</a>
Link to Organogram of the institution webpage	<a href="http://kssem.edu.in/wp-content/uploads/2020/03/Organogram.pdf">http://kssem.edu.in/wp-content/uploads/2020/03/Organogram.pdf</a>
Upload any additional information	<a href="#">View File</a>

**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	<a href="#">View File</a>
Screen shots of user inter faces	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

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

Faculty should meet the performance criteria set by the organization to ensure the quality of work. In order to meet the organisation's standards, the employees are facilitated with an environment that enables them to work freely to their full potential. At KSSEM, the working environment is very friendly; employees work as a team and enjoy the work they do, resulting in complete job satisfaction. The Welfare facilities provided for the teaching and non-teaching faculties are:-

1. Leave facilities for visiting industrial centers or Attending FDP/Workshop /Seminar
2. EPF as per PF act.
3. ESI facility to eligible employees.
4. Financial support to attend Workshops, FDPs and conferences.
5. The institute every year felicitates the staff members who have given 100% result in their subjects.
6. The institute felicitates the teaching and non-teaching staffs who have served the organization for 10 years.
7. Staffs are given a percentage of funds received as incentives for special achievements like getting project proposals sanctioned from funding agencies.
8. The institute encourages its staff to participate in extracurricular activities such as NSS camp, sports etc.
9. Creates a sense of belonging amongst faculty members by involving them in various committees.
10. Marriage Leave.
11. To bring awareness amongst the teaching fraternity and the supporting staff frequent faculty development programs, conferences and workshops are being conducted.
12. Gratuity is given to employee for the services rendered.

### 13. Maternity leave

File Description	Documents
Paste link for additional information	<a href="http://kssem.edu.in/wp-content/uploads/2022/02/6.3.1-2019-21.pdf">http://kssem.edu.in/wp-content/uploads/2022/02/6.3.1-2019-21.pdf</a>
Upload any additional information	<a href="#">View File</a>

#### 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

02

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

#### 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

01



File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	<a href="#">View File</a>
Reports of Academic Staff College or similar centers	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>

### 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

77

File Description	Documents
IQAC report summary	<a href="#">View File</a>
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

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

The institution strictly follows all the basic recruitment and promotional policies. The performance appraisals are done in a transparent manner.

**Teaching Staff:** Each faculty member has to submit self-appraisal in the format prescribed to the HOD every year. HOD comments on the strengths and weaknesses of each faculty. It is then submitted to Principal. At the end of every academic year, the Principal and AAB evaluate each faculty member. The criteria for evaluation include the subject results, commitment, readiness to take responsibilities, research contribution in terms of proposal sent, papers published etc. of each faculty and student feedback.

The outcome is then analysed by the Management based on the progress and achievements of each faculty. Management then decides the annual increments to be given to each faculty member.

**Non-Teaching Staff:** Non-teaching staff prepare their appraisal, which include the responsibilities carried out, their support to faculty in smooth functioning of laboratories, FDP/workshop attended and any other special achievements. After being reviewed by the HOD, it is then discussed with the Principal and Management.

File Description	Documents
Paste link for additional information	<a href="http://kssem.edu.in/wp-content/uploads/2022/02/6.3.5-2020-21.pdf">http://kssem.edu.in/wp-content/uploads/2022/02/6.3.5-2020-21.pdf</a>
Upload any additional information	<a href="#">View File</a>

## 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 main source of income to the institution is the fees paid by the students during their admissions to respective courses. In addition to this, the members of Kammavari Sangham donate funds to the institution from their individual sources as and when the need arises. Other sources of income include revenue generated by facilitating the transport service to students and faculty, buildings and the hostel fees paid by the students. The major expenses of the institution are towards the augmentation of infrastructure and maintenance of buildings, vehicles, salaries to staff, salaries to housekeeping members, garden maintenance, EPF contribution, ESIC, Advertisements, newspapers, periodicals, professional charges, university fees, expenses incurred in conducting meetings, sports, stationary and printing expenses,

maintenance of UPS, fees paid to auditors, building and water tax are some of the expenses.

Internal audit: it is done periodically to provide the Management an overview of the organisation's effectiveness. At KSSEM the internal auditing is done every month and the same is also verified. The TDS audits are done every quarter yearly and are recorded after the verification by the internal auditor. The internal audit team concentrates mainly on the profit and loss accounts of the institution, cash flow statements, balance sheets, other miscellaneous accounts, Income and Expenditures statements. Income and Expenditures statements are documented in terms of Financial Receipts and Vouchers/Bills respectively. All the documents are recorded for future reference.

External Audit: the accounts of the institution are audited annually by an experienced auditor. He is responsible for certifying all the financial transactions of the institution. External auditor scrutinizes the organization's financial statements and indicates the financial position of the institution and also examines the institution's internal system thoroughly for any changes to be brought about in case of any variations. Periodically these documents are audited by Internal Audit members and all the documents are submitted to chartered accountants after verification. As a final process, all the audit findings and observations are documented in the form of an audit report.

File Description	Documents
Paste link for additional information	<a href="http://kssem.edu.in/wp-content/uploads/2022/02/6.4.1-2019-21.pdf">http://kssem.edu.in/wp-content/uploads/2022/02/6.4.1-2019-21.pdf</a>
Upload any additional information	<a href="#">View File</a>

#### **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

File Description	Documents
Annual statements of accounts	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	<a href="#">View File</a>

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

#### Strategies for mobilization of funds

The Governing Council and the Management of KSSEM have framed a set of strategies to enable the mobilization of funds to self-sustain in the long run. The strategies framed are as below.

1. Through conducting conferences/seminars by collaborating with VTU and certain other government bodies such as DST, NAL, DRDO, NRB, etc
2. Through sponsorships received for conducting various events in the institution
3. Through consultancy
4. Seeking funds from AICTE under MODROBS for upgrading the infrastructure and obsolete equipment
5. By facilitating the required infrastructure for conducting competitive examinations
6. Rising funds and donations from the Alumni
7. Collecting Tution fee from students

#### Optimal utilization of resources

KSSEM has a well-defined policy for the mobilization of funds in the institution. The mobilization of funds is well monitored by the management of Kammavari Sangham. All financial transactions of the institution are routed through the financial officer, recommended by the Principal and approved by the Secretary. The Treasurer of the Kammavari Sangham takes care of all the financial needs of the institution. The demands by individual departments for release of any funds, is first placed before the HOD. The HOD in turn forwards the same to the Principal for recommendation, after which the Principal places the same before the Secretary for approval and then the financial officer sanctions the amount after the approval.

File Description	Documents
Paste link for additional information	<a href="http://kssem.edu.in/wp-content/uploads/2022/02/6.4.3-2019-21.pdf">http://kssem.edu.in/wp-content/uploads/2022/02/6.4.3-2019-21.pdf</a>
Upload any additional information	<a href="#">View File</a>

## 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

**IQAC ensures clarity for institutional functioning to achieve and enhance quality culture through following two best practices to enhance the quality of students:**

**Strategy 1: Implementation of effective and appropriate pedagogy to improve students' participation in classrooms**

- The main goal of IQAC at KSSEM has been to bring about a transition towards a learner-centered approach in teaching-learning to enhance students' participation in classrooms.
- IQAC chief coordinator conducted an orientation for all the faculty explaining and stressing the need for participatory learning.
- IQAC presented the need for strengthening the teaching-learning process by introducing selective and appropriate pedagogy to be used by teachers such as 'Flip Class, Group Discussion, Problem Solving, Model Making, Survey based, Case-study, Hands-on, Project development' etc.
- IQAC provided the guidelines to include proposed pedagogy as part of lesson plan. IQAC will monitor the reports and analyse the impact on learning to improve further.

**Strategy 2: Measures to enhance students' employability**

Academic flexibility and bridging the gap between curriculum and industry can be achieved by conducting workshops, seminars and tie-ups through MoUs with industries.

- IQAC ensures that the students are encouraged to participate in different events in the institution and outside the institution such as conferences, workshops, seminars, technical fest, hackathon, technical competitions.
- IQAC has strongly recommended the need for the conduct of

training programmes. A week long soft skill training was arranged for students in the 1st year of their degree programmes. Technical training for pre-final year students was arranged helping students to prepare for placement activities. At the end of the technical training, each student was evaluated by working on a project in a team of 2-4 students. A five-day training is conducted for all other students helping them to strengthen their technical concepts.

- IQAC has extended the support in organizing the project exhibition. Teams exhibit their projects which are evaluated by judges from industry. Two best projects from each Department are awarded prizes.
- IQAC encouraged final year students to submit project proposals for competitions conducted by different organizations such as KSCST, BITES, inter college project exhibitions.

### Strategy 3: Academic and research audit

Academic audit committees and research audit comprising senior faculty from all departments have been formulated. The parameters considered for academic audit include semester end exam results, student placement details, student progression to higher education, add on/certificate programs for students, MOU's, workshops/seminars conducted by departments, level of student projects, grants received for students projects etc.. Academic files such as course file will also be scrutinized by the committee.

The academic audit committee will also comment on the measures taken by the departments to improve academic performance, student's employability and if there is any new research domain being pursued.

The parameters considered for research audit include publications details, research proposals, details of faculty pursuing Phd and supervisors, financial support received for research, support provided for faculty development programs etc..

Audit will be conducted regularly to keep track of progress and quality. The audit reports will be reviewed and action plan will be initiated. Analysis of the data collected will be made and IQAC initiates ranking of all departments to promote healthy completion amongst the departments.

File Description	Documents
Paste link for additional information	<a href="http://kssem.edu.in/wp-content/uploads/2022/02/6.5.1_1-FLIP-CLASS-GD.pdf">http://kssem.edu.in/wp-content/uploads/2022/02/6.5.1_1-FLIP-CLASS-GD.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

### 1. IQAC Contribute, Monitor and Evaluate the Teaching-Learning process

- The IQAC plays a vital role in maintaining and ensuring timely, efficient and progressive performance of academic tasks. IQAC ensures to define the importance of course file and its components such as Academic Calendar, Lesson Plan, CO-PO mapping etc.
- IQAC committee prepares the Institute Academic Calendar by considering affiliating University Academic Calendar at the beginning of every semester including schedule for internal tests and other events. Department heads prepare Department Academic Calendar by including schedule for PTM/CCM/workshops/seminars/FDPs as per Departmental requirements.
- Department prepares various time-tables such as class time-table, faculty individual time-table, lab time-table, instructor time-table as per the format given by IQAC.
- IQAC assists the teaching community to prepare lesson plans and CO-PO mapping documents including the course objectives and course outcomes for each course of the syllabus defined by the affiliating University. IQAC reviews the documents and provides feedback to make corrections by course owners if required.
- Attendance of students is monitored periodically by class teachers and attendance registers. The institute and IQAC regularly conducts the feedback on teaching learning processes, the outcome of which is taken for corrective measure

### 2. IQAC Contribute, Monitor and Evaluate the Assessment process

- IQAC has introduced a new system of setting two sets of question papers for every Internal Assessment (IA) in each

course, out of which one paper is selected by the Principal. IQAC is making sure that Bloom's Taxonomy is applied while framing the questions to address the OBE system. Course outcomes and Bloom's levels are indicated for each question as per IQAC formats.

- IQAC has provided test related formats to maintain the standards across the Departments. IQAC insisted each Department to prepare a test time-table and invigilation duties as per the given formats and guidelines.
- As per IQAC's guidelines, questions are included from each module covering the entire syllabus and each module uniformly. internal tests are structured in line with semester end examinations conducted by University.
- IQAC suggested a formal feedback about teaching-learning, question paper, lab conduction and evaluation from the students after each IA test during Class Committee Meeting (CCM).
- The student verifies his/her blue book with the answer key to avoid the discrepancy in valuation. IQAC monitors timely blue book verification in each Department. Blue books are also cross verified by other faculty at the end of the semester to avoid the discrepancy in internal marks.
- IQAC has set the benchmark to identify the slow learners after each internal assessment and special remedial classes are arranged for such students to improve their performance.

File Description	Documents
Paste link for additional information	<a href="http://kssem.edu.in/wp-content/uploads/2022/02/6.5.2_1-Academic-Documents.pdf">http://kssem.edu.in/wp-content/uploads/2022/02/6.5.2_1-Academic-Documents.pdf</a>
Upload any additional information	<a href="#">View File</a>

**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	<a href="http://kssem.edu.in/wp-content/uploads/2022/02/6.5.3-NIRF.pdf">http://kssem.edu.in/wp-content/uploads/2022/02/6.5.3-NIRF.pdf</a>
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## 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

The Kammavari Sangham, established in the year 1952, is a non-profit oriented voluntary service organization. The organization was created with the objective of providing charitable service to the community and society. KSSEM is one of the constituent institutes of Kammavari Sangham and is working towards achieving the objectives of Kammavari Sangham. The institute provides equal opportunities to all the individuals irrespective of gender, race, caste, color, language, religion, political etc.

The institution shows gender sensitivity in providing facilities such as

- Safety and Security
- Counseling
- Common Room

#### Safety and Security

- Well-trained and security guards stationed across the campus.
- Security checkpoints at all campus entries and exits.
- Extensive surveillance with close circuit cameras network with 24x7 monitoring..
- The Committees such as Anti-sexual harassment committee, Anti-Ragging and Disiplinary committee, Grievances committee includes male and female members and they meet on regular basis and discuss the problems and issues along with hostel

wardens.

- Separate hostels for men and women with dedicated wardens.
- Ambulance service in case of emergency.
- If any girl student wants to go home early or during the college hours, a vehicle is arranged to drop her to the nearest public transport facility and parents are informed.

### Counseling

- A separate counseling room is identified and allocated for students.
- Well defined mentor systems exists whereby students are provided with necessary help and guidance so that students can analyze and find solutions to their problems themselves.
- Identify the economically weaker girls students and conduct KATALYST program through HCTS (Human Capital for Third Sector).
- KSSEM and HCTS have signed an MOU wherein students are recognized, counseled and training classes are conducted to help them get placed in good companies. Some students have improved and have also been provided with laptops and study material through this program.

### Common Room

- Separate common rooms are provided for both girls and boys students.
- The common room has facilities like drinking water, first aid kits and beds.
- Statutory Committee like Anti sexual harassment committee and grievance committee monitors the room.
- A separate female attendee takes care of the maintenance and hygiene of the room.

File Description	Documents
Annual gender sensitization action plan	<a href="http://kssem.edu.in/wp-content/uploads/2022/03/7.1.1-Action-Plan_20-21.pdf">http://kssem.edu.in/wp-content/uploads/2022/03/7.1.1-Action-Plan_20-21.pdf</a>
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	<a href="http://kssem.edu.in/wp-content/uploads/2022/03/7.1.1_Additional-Information-1.pdf">http://kssem.edu.in/wp-content/uploads/2022/03/7.1.1_Additional-Information-1.pdf</a>

**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	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**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**

KSSEM is committed to maintain an eco-friendly campus by managing its waste. The campus is green with well laid out trees and plants. A dedicated team of gardeners and housekeeping staff strive to take care of lawns, gardens and canopy areas. The types of waste generated in the campus are solid waste, liquid waste and e-waste. There is no biomedical or radioactive waste generated in the campus since there are no associated activities such as hospital, health care centers, blood banks or biotechnology research centers.

#### **Solid Waste Management**

The solid waste mainly generated in the campus includes paper, covering materials used for packaged food, plastics, glass, metals etc.

- Separate bins are provided at each floor for collection of solid waste.
- The dedicated teams of housekeeping staffs collect this waste at regular interval and dump at the common dumping area in the campus.
- The authorized vendors collect the waste from the designated area and dispose them as per government norms.

#### **Liquid waste management**

To maintain an eco-friendly campus KSSEM has sewage treatment plant (STP) to manage the liquid waste. Liquid wastes generated from the campus are from the restrooms, laboratory and canteen.

The waste water from these sources are collected at the STP and treated. The treated water is used for gardening and maintenance of the lawns.

#### Waste Recycling system

- The filtered water from the Sewage treatment plant is re used for watering the garden
- The bio degradable waste ( dry leaves, vegetable waste)generated in the campus is turned to compost and used as manure in the garden
- Few single use plastic bottles are reused for storing cleaning chemicals and disinfectants.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	<a href="#">View File</a>
Geo tagged photographs of the facilities	<a href="#">View File</a>

**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** B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**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

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	<a href="#">View File</a>

### 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	<a href="#">View File</a>
Certification by the auditing agency	<a href="#">View File</a>
Certificates of the awards received	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**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	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	<a href="#">View File</a>
Details of the Software procured for providing the assistance	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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).

The Kammavari Sangham, a multi-activity non-profit oriented voluntary service organization, was established in the year 1952 with the sole objective of providing charitable service to community and society. The Sangham started the K. S. School of Engineering and Management in 2011. KSSEM is a safe, ragging free and beautiful green campus with very good infrastructure and connectivity.

KSSEM staff members and students are from different parts of India, which is also an indication of cultural harmony where people from different cultural background work together for common cause. To promote cultural and regional harmony in the institution, KSSEM has been celebrating festivals such as Onam, Ganesh Chaturthi, AyudhaPooja and Kannada Rajyothsava. Students are also motivated towards social responsibilities by participating in NSS, Rotaract Club and SwatchaBharathAbhiyan, project exhibition, sports day and technical fest etc.

The institution policy is that "no deserving student should be deprived of quality education". In this regard the institute provides merit based scholarship for socio-economically backward students. There is a separate scholarship section which mentors students with respect to various scholarship schemes available from various government and non-governmental organizations. The scholarship section also helps the students in the application process.

KSSEM has also organized free COVID - 19 testing and vaccination drives for its students, staff, parents and public for their benefit.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

The KSSEM has organized activities to increase the consciousness about national identities and symbols. Few activities such as celebration of birth anniversaries of personalities like Swamy Vivekananda, SarvapalliRadhakrishnan, Mahatma Gandhi, and National festivals like Independence Day and Republic Day are celebrated.

As part of the curriculum, the students of KSSEM are taught with a subject to create an awareness of the rights, duties and responsibilities of citizens. Certain case studies are taught such as the National emergency under article 352, article 356, which emphasizes the enforcement of president rule in a state. The evidence of removing the article 372 are taken as case studies to show that the parliament has the supreme power in amending the Constitution without disturbing the basic structure that is Sovereign Socialist Secular Democracy and Republic nature of the system.

Apart from this, the curriculum is also set so that it offers a course on Human values, professional ethics and cyber law as given below. (1) Introduction to Indian Constitution, (2) Union Executive and State Executive, (3) Elections, Amendments and Emergency Provisions, (4) Internet Laws, Cyber Crimes and Cyber Laws, (5) Professional / Engineering Ethics, (6) Constitutional special provisions. The institution also has conducted awareness programs on Fundamental Duties and Rights of Indian citizens and other constitutional obligations.

NOTE: The events are normally organized in the institution. Due to COVID-19 restrictions for the academic year 2020-21 some of the events were not organized.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="http://kssem.edu.in/wp-content/uploads/2022/03/7.1.9_2020-21.pdf">http://kssem.edu.in/wp-content/uploads/2022/03/7.1.9_2020-21.pdf</a>
Any other relevant information	<a href="http://kssem.edu.in/wp-content/uploads/2022/03/7.1.9_List-of-events_2020-21.pdf">http://kssem.edu.in/wp-content/uploads/2022/03/7.1.9 List-of-events_2020-21.pdf</a>

**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.**

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
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	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

**KSSEM has a great concern for human values and to promote among students and staffs institution organizes national festivals and celebrates birth anniversaries of great Indian personalities.**

#### **National festivals**

**Republic day on 26th January and Independence Day on 15th August are celebrated every year. Flag hoisting is done by the Sangam**



President, followed by speech from the Sangam President and important dignitaries for the event. March past by NSS student wing and students from different branches of engineering. Cultural event is also organized by the cultural committee of the college to send the message of importance of Republic and Independence Day.

#### Birth anniversary of important personalities

- Birth anniversary of Mahatma Gandhi is celebrated on 2nd October by the NSS wing. Flag hoisting and tribute is paid to Mahatma Gandhi by Principal, staff and students of the college. NSS student's wing organizes cleanliness drive in the vicinity of the campus.
- Birth Anniversary of Sir M Visvesvaraya is celebrated on 15th September as Engineers day as an exceptional tribute to the best Indian Engineer Bharat Ratna Mokshagundam Visvesvaraya.
- Dr. Sarvpalli Radhakrishnan Birth Anniversary is celebrated every year on 5th September, as Teacher's Day with great fervor. The students organize programs at Department level and wish their teachers. Best performing teachers are honored during the function.

#### Events and festivals organized in the Institution

- Women day is celebrated on 8th March 2021
- Ayudhapooja is celebrated on 23rd October 2020.

NOTE: The events are normally organized in the institution. Due to COVID-19 restrictions for the academic year 2020-21 the events were not organized. The important events such as Independence Day and republic day were organized with COVID restrictions.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

## 7.2 - Best Practices

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

**BEST PRACTICE 1:**

**Title of the Practice: Setting up two question papers for the internal assessment (IA)**

**Objective of the Practice:**

To give an opportunity to students secure the IA marks in case the student have missed taking the IA due to some emergency.

**The Context:**

If the students is unable to take the IA due to some emergency such as ill health or some unforeseen reasons, the student is given an opportunity to take the IA which he has unable to attend. The second question paper which has not appeared during the regular conduct of the IA is given.

**The Practice:**

The institution has the practice of conducting three internal assessment tests. The course coordinator sets the two question paper for every subject and for all the three IA. The question paper is scrutinized by the IQAC. The principal selects one paper so that transparency is maintained. The selected paper is used for regular conduct of the IA. The unselected question paper is kept in reserved for students who have missed that IA due to some emergency.

**Evidence of Success:**

The practice has helped the students to secure the IA which enables them to have minimum passing requirement for the course after taking the semester end examination.

**Problems Encountered and Resources Required:**

- Reluctance from faculty members to set the two question paper is a major challenge.
- Difficulty in matching the learning levels in both the question papers.
- Preparing the schemes for both the question papers.

**Best Practices 2**

1. Title of the Best Practice: Fee concession for economically weaker section of the student

2. Objective of the Practice:

The institution is providing fee concessions for economically weaker students. The institution policy is that no deserving student should be deprived of quality education and available resources are being utilized to optimal for the benefit of underprivileged students. The academic performance of the benefited students will be continuously monitored and reminded that they are obliged to fulfill their duties.

3. The Context:

Education brings about the all-around development of an individual. Kammavari Sangam is a charitable trust that promotes value based education to all. Therefore the trust offers merit scholarships to enable students pursue higher education by providing fees concession to the students deserving economically backward students.

4. The Practice:

The identified students are given fee concession at the time of admissions and the same fee is continued for the next three years.

5. Evidence of Success:

The fee concession helps the students to complete the graduation program. All the students are successfully placed either through the placement division or through known contacts.

File Description	Documents
Best practices in the Institutional website	<a href="http://kssem.edu.in/wp-content/uploads/2022/03/7.2.1_Best_Practices_Writeup.pdf">http://kssem.edu.in/wp-content/uploads/2022/03/7.2.1_Best_Practices_Writeup.pdf</a>
Any other relevant information	<a href="http://kssem.edu.in/wp-content/uploads/2022/03/7.2.1_Best_Practice_2020-21.pdf">http://kssem.edu.in/wp-content/uploads/2022/03/7.2.1_Best_Practice_2020-21.pdf</a>

**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

#### Soft Skill Training and Placement

The students are given soft skill training from third semester onwards for a week in every semester. Students of the institution are given extensive training in Soft Skills, interpersonal skills and specific skill requirements for the job. The students are also trained on emerging technologies, training on softwares, communication skills, resume writing, preparing for interview etc.

The Placement & Training department is vested with the responsibility of identifying the vendors or training partners to train the students based on the present market requirement. This activity has helped students get placed in organizations' of repute and some have become second and third generation entrepreneurs.

## 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 affiliated to the Visvesvaraya Technological University, and the planning of the curriculum delivery process is around the guidelines and schedules provided by the affiliating University. The curriculum delivery process can be outlined as follows:

1. The University provides the Academic Calendar to be followed by all the affiliated institutions, every semester. Using this, a team consisting of the Principal, the Department Heads, and the IQAC co-ordinator, come up with the Institutional Calendar of Events, which adheres to the schedule set by the University.
2. Based on the Institutional Calendar of Events, the Head and faculty members of each individual Department will then frame their respective Department Calendar of Events, to include department-level activities planned for the semester.
3. Before the commencement of the semester, Subject Allotment is carried out, and faculty members are asked to provide their choices of courses they are willing to teach. A meeting takes place, wherein, on mutual consent, the Head of the Department allots subjects to the respective faculty, based on their experience, specialization and individual preferences.
4. Once the subject allotment has been completed, the Time Table committee, headed by the Department Head, drafts the time tables for the semester, ensuring that the requisite number of hours is allocated to each course, during the semester.
5. Based on the time table and calendar of events, the individual faculty members prepare a Lesson Plan for their respective courses, to ensure effective curriculum delivery during the semester.
6. The faculty also plan innovative teaching methodologies in the form of chart making, model making, group discussions, quizzes, etc., in order to further improve the effectiveness of the curriculum delivery process, by encouraging student engagement, which is also reflected

in the lesson plan.

7. During the semester, the performance of the students will be continuously monitored. In accordance with the University Regulations, this involves two components:
  - Continuous Internal Evaluation (CIE) - This is achieved through three internal assessment tests along with assignments to be written by the students.
  - Semester End Examination (SEE) - The University conducts a common examination at the end of the semester

The combined scores of the CIE and SEE are then used to determine the overall performance of the student. Upon completion of the Examinations, the University publishes the students' marks and grades, and these are used by the Departments to analyze the performance of the students. Subject-wise result analysis is done by the concerned faculty, and the attainment of COs and POs is carried out.

1. The faculty ensure adherence to Bloom's Taxonomy during the entire planning and delivery process, which includes defining the COs for each course, mapping them to various POs, etc. The internal assessment tests and assignments are also framed to encompass the Bloom's Taxonomy.
2. During the semester, Mentoring of students takes place to ensure that the students' concerns and progress are monitored. Each student is assigned a mentor, who meets him/her periodically, and keeps track of their performance, attendance, activities and counsels them as required. The mentors also discuss the students' concerns with the students' parents, or with the relevant faculty, if required.
3. The Feedback from the students is received by the department in three distinct modes:
  - Individual Student Feedback - Feedback is taken twice during the semester, which covers aspects of the courses and curriculum delivery.
  - Class Committee Meetings - The Department Head, along with the class teacher and respective faculty members handling the courses, as well as students including the Class Representatives, meet periodically, where issues like effectiveness of curriculum delivery, coverage of syllabus, and other concerns from the students as well as faculty are addressed.
  - Course End Survey - After the completion of the course,

the faculty members conduct the Course End Survey to evaluate the effectiveness of the curriculum delivery.

1. The Department conducts regular Faculty Meetings, in which the Head of the Department meets with all the teaching and non-teaching staff, where various academic and non-academic issues that have previously been discussed in the Principal's Meeting with the Department Heads, are conveyed and suitable action plan is devised to meet the targets.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="http://kssem.edu.in/wp-content/uploads/2022/04/1.1.1_curriculum-delivery_2020-21.pdf">http://kssem.edu.in/wp-content/uploads/2022/04/1.1.1_curriculum-delivery_2020-21.pdf</a>

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

- The Affiliating University provides the Academic Calendar that has to be followed by all its affiliated institutions. This includes the scheduled dates of commencement and end of the academic semester, Government holidays, as well as tentative Semester End Examination dates.
- Based on the University Academic Calendar, the Academic Committee, comprising of the Principal, Heads of the various Departments and the IQAC coordinator, comes out with the Institutional Calendar, ensuring that the requisite number of working days are scheduled. The Institutional Calendar also indicates the schedule of the 3 Internal Assessment Tests as well as other activities at the Institutional level, to be held during the semester,
- Once the Institutional Calendar is framed, the Department Calendar of Events is drafted in each of the departments, by the Head of the Department, in consultation with the faculty members. This calendar includes the schedule of department-level activities planned for the semester.
- Regular meetings are held at the institutional and department levels, in order to ensure adherence to the given schedule, and timely completion of curriculum

delivery. Higher priority is given to the Academic activities, as well as extra-curricular.

- In adherence to the University mandated evaluation process, the Institution conducts three distinct Internal Assessment (IA) Tests as part of the Continuous Internal Evaluation (CIE) process. These IA tests are held during the 5th, 9th and 13th weeks after the commencement of the semester.
- Since the curriculum also includes Laboratory and Workshop courses, the internal evaluation process for these are also held in accordance with the mandates of the affiliating university. The performance of the students in the practical courses is continuously evaluated based on:
  - Observation and Record Books - The results of the individual laboratory experiments performed by the students are noted in the observation and record books, and these are evaluated regularly. The Average marks scored by each student at the end of each semester accounts for 50% of the total marks for the laboratory courses.
  - Internal Assessment Test - Towards the end of the semester, one IA test is conducted, following the same procedure as the Semester End Examination (SEE). The marks scored in this test account for the remaining 50% of the marks allotted for the internal evaluation of the laboratory courses.

Care is taken to ensure that all the three CIE tests for the Theory courses as well as the one IA test for the Practical Examination are as scheduled in the Institutional and Department Academic Calendar. In case of extenuating circumstances, where the CIE schedules have to be altered, the Academic Committee decides on the new schedule and informs the same to the departments, faculty and students.

During the Academic Year 2020-21, lockdown and the shift towards online mode of instruction and examination necessitated the modification of the original schedules.

The University provided updated schedules for the semester, extending the duration of the semester, and the same schedule



was adopted by the Institute. The Rescheduled CIE tests were conducted in online mode, with the students writing their assessment tests in their respective homes, and submitting the scanned copies to the respective faculty members, during the lockdown period.

As per the directives of the affiliating University, SEE for the lower semesters was suspended in view of the pandemic, and the students' overall performance was evaluated based on a combination of their CIE marks as well as their marks from the previous semester's examinations. Offline SEE was conducted for the students of the graduating classes, with adequate precautions being taken, to ensure adherence to the COVID guidelines.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="http://kssem.edu.in/wp-content/uploads/2022/04/1.1.2_CIE-schedule_2020-21.pdf">http://kssem.edu.in/wp-content/uploads/2022/04/1.1.2_CIE-schedule_2020-21.pdf</a>

**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**

**B. Any 3 of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**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**

7

File Description	Documents
Any additional information	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	<a href="#">View File</a>
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

**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)**

0

File Description	Documents
Any additional information	<a href="#">View File</a>
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

0

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

**1.3 - Curriculum Enrichment**

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

- The Institution adheres to the Curriculum mandated by the Affiliating University, which includes courses that integrate cross-cutting issues relevant to Professional Ethics, Human Values, Environment and Sustainability.
- Students of the Institution, across all disciplines of Engineering and Management, are required to complete courses like Constitution of India, Professional Ethics and Human Rights, Environmental Studies, Technological Innovation, Management and Entrepreneurship as part of their curriculum. These courses are included in addition to the core courses in each discipline, and help the students get a well-rounded education, and are exposed to vital cross-cutting issues in society.
- The curriculum for the individual programmes also include programme-specific courses related to cross-cutting topics like Sustainability Engineering, Alternative Materials, Renewable Energy, Alternative Energy Sources, Waste Management, Environmental Protection, Cyber Law and Security, Human Resource Management, etc., that educate the students to the real-world issues and potential ways to combat those issues.
- To expose students to other socially-relevant issues, and to encourage active student participation in socially and environmentally responsible activities, the Institution has started initiatives like:
  - Organizing expert talk and awareness workshops on relevant topics like Women's Empowerment, Anti-Harassment Initiatives, Gender Sensitivity, etc.
  - Social Service Activities through National Service Scheme (NSS).
  - Encouraging student and staff participation in Swacch Bharat Abhiyan.
  - Organizing Annual Blood Donation Camps on campus.
  - Encouraging students to volunteer with NGOs and non-profit organizations, for earning credits towards graduation.

File Description	Documents
Any additional information	<a href="#">View File</a>
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	<a href="#">View File</a>

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

81

File Description	Documents
Any additional information	<a href="#">View File</a>
Programme / Curriculum/ Syllabus of the courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	<a href="#">View File</a>
MoU's with relevant organizations for these courses, if any	<a href="#">View File</a>
Institutional Data in Prescribed Format	<a href="#">View File</a>

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

367

File Description	Documents
Any additional information	<a href="#">View File</a>
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

## 1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the

E. None of the above

**institution from the following stakeholders**  
**Students Teachers Employers Alumni**

File Description	Documents
URL for stakeholder feedback report	<a href="http://kssem.edu.in/wp-content/uploads/2022/04/1.4.1_syllabus-feedback_2020-21.pdf">http://kssem.edu.in/wp-content/uploads/2022/04/1.4.1_syllabus-feedback_2020-21.pdf</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**1.4.2 - Feedback process of the Institution may be classified as follows**

**E. Feedback not collected**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="https://kssem.edu.in/wp-content/uploads/2022/04/1.4.2_syllabus-feedback_2020-21.pdf">https://kssem.edu.in/wp-content/uploads/2022/04/1.4.2_syllabus-feedback_2020-21.pdf</a>

## 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 students admitted during the year

**278**

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

**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**

55

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 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

Induction program is organized every year for the first year students. During this induction program Principal and Heads of the Department explain the rules and regulation, the vision and mission of the Department and college. During the orientation program students are introduced to Academic calendar (college), courses, passing criteria, grading procedure and guidelines of both internal and external examinations.

The institute has maintained a procedure to identify slow learners and advanced learners. For the first year the students common entrance rank along with higher secondary marks are taken in to consideration. For higher semester those students who score less than 50% in their first internals are identified as slow learners and the others are considered as advanced learners.

The list of slow learners is prepared after the discussion with the subject teachers and consolidated by the respective class teacher along with the Head of the Department. The remedial classes are planned and students are given inputs of how to approach the questions in an efficient way. Slow learners are given individual attention and counseled on regular intervals.

On the other hand the advanced learners are encouraged to participate in various department activities, take up the competitive exams, solving challenging questions, doing mini-projects, participating in external events etc.

File Description	Documents
Paste link for additional information	<a href="http://kssem.edu.in/c2-2-1/">http://kssem.edu.in/c2-2-1/</a>
Upload any additional information	<a href="#">View File</a>

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

Number of Students	Number of Teachers
1253	83

File Description	Documents
Any additional information	<a href="#">View File</a>

### 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

The Institution encourages the student centric approach. This includes Experiential learning, Participative learning and Problem solving methodologies.

#### Experiential learning

Experiential learning improves analytical, creative and expressive interaction. In order to introduce students to the various technologies the institution uses different approaches. Students are given mini projects and are guided by the help of supervisor. The students are motivated to do industry internships to gain more insight of the technology under study. Some of the theoretical concepts in the curriculum are handled with the Lab demos.

#### Interactive learning

Different approaches are practiced across the departments to give more insight to the concepts. Students are encouraged to participate in group discussion, information sharing, subject related quiz etc. The Institution also encourages the faculty members to use different teaching pedagogy that can help the students to learn and understand better and gain additional knowledge to improve their skill sets. Various club activities are organized across the departments that involve the student

participation in various events such as guest lectures, webinars, quiz, etc

#### Problem-solving methodologies

Students are allowed to participate in inter-college activities such as project exhibitions, tech skill forums, model making etc. Students are motivated to identify problems and take up projects to provide solutions to real-time problems. Students are encouraged to participate in Hackathon and other national level events.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	<a href="http://kssem.edu.in/c2-3-1/">http://kssem.edu.in/c2-3-1/</a>

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

Integration of Information, Communication, and Technology (ICT) in education refers to the use of computer-based communication that can be used in classroom instructional process. In this regard the use of multimedia teaching aids like LCD projectors in designated classrooms, internet enabled computer labs and WIFI campus facilitates teachers and students for effective Teaching and learning.

The Institute has education management software Microsoft Teams. Teams Id is created for every student as soon as they join the institute.

The education materials such as study materials, power point presentation are also made available to the students through Microsoft Teams. Various study materials are uploaded to the Microsoft Teams and are made available to the students during the progress of the semester. The students can access this resource anytime and anywhere by using computers, laptops, mobile phones or tabs with internet connectivity. Assignment questions, question bank are also provided to the students through Microsoft Teams. These materials are also available they can access them by their login ID.

During the power point presentation in the class the faculty



also include hyperlinks o various simulation videos to deliver an effective lecture. The faculty also use Audio Visual aids to demonstrate the concepts to the students like NPTEL and other online resources.

Seminar halls are equipped with multimedia facility. Invited talks, webinars, departmental events are conducted in the seminar hall. The College Library also supports e-journals, e-books, research journals that can be accessed through server in the campus as well as remote access too.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="#">View File</a>

### 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

76

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
Mentor/mentee ratio	<a href="#">View File</a>

### 2.4 - Teacher Profile and Quality

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

83

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

#### 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

20

File Description	Documents
Any additional information	<a href="#">View File</a>
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)	<a href="#">View File</a>

#### 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

456

File Description	Documents
Any additional information	<a href="#">View File</a>
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

#### 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 institution is affiliated to Visvesvaraya Technological University (VTU) and conducts Continuous Internal Assessment as prescribed by University
- The regulations, curriculum, and syllabus of all the programmes offered by the Institution are available in the Institute website and the affiliated University websites. The regulations contain the details of the evaluation process. Currently 2015, 2017, and 2018 regulation of CBCS schemes are being followed.
- The institution prepares an Academic Calendar in line with the University calendar before the commencement of the academic year in consultation with the Heads of the Departments in which Internal Assessment dates are mentioned and same will be handed over to students and uploaded in the institution website.
- During the academic year 2020-21 faculty are informed to prepare question paper of their respective subjects. The Head of the Department and Principal will scrutinize the question Paper.
- Internal Assessment Question Paper and Assignments are prepared according to Bloom's Taxonomy, which is based on the cognitive domain list.
- The process of evaluation is made transparent to the stakeholders.
- During the academic year 2020-21 the internal exams were conducted in online mode. The students answer scripts are evaluated within the stipulated time. Students are advised to check their marks with the respective course incharge.
- Scheme of evaluation for internals is discussed with the students after every IA.
- The results of the Internal Assessment will be informed to the parents in case the student has below average marks through their mentors.
- Three internal assessment tests are mandated by the university. All the students need to attend all the three tests. The average of the three tests are considered for 2017 and 2018 scheme students. For 2015 scheme average of best of the two tests are considered as final internal assessment marks.
- In the laboratory, one internal assessment test is conducted covering all the experiments at the end of the semester.
- The signature will be obtained from the students once their marks are finalized.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="http://kssem.edu.in/c2-5-1/">http://kssem.edu.in/c2-5-1/</a>

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

All the grievances related to internal assessment are addressed in a transparent, time bound & efficient manner as explained below. During the Academic year 2020-21 the internal assessment was conducted in online mode.

#### Internal Assessment:

- The Institution academic calendar is prepared based on the calendar of events released by the university. Academic committee of the college creates and organizes the academic calendar for the Institution. The Academic Calendar shows the Continuous Internal Examination performed in terms of three Internal Assessment tests. The scheduled dates of Internal Assessment tests IA1, IA2 and IA3 are indicated in the academic calendar.
- The scheduled timetable for each internal IA1, IA2 and IA3 approved by the HOD and Principal was shared to the students online to the respective class groups. The guidelines for the online internal assessment was shared to the students. The Zoom id for the respective tests were made available to the students and were advised to login through the corresponding id. The duty allotment of the room invigilators was assigned by the internal test coordinators. Attendance of students are also taken online during the session. After each test the students are informed to send their answer scripts to the mail id given in the question paper. The faculty made sure that the answer scripts of all the students are received on time.
- Evaluation is done within a week from the date of internal tests. The marks of the evaluated answer scripts of the students are shared to them for verification. If any anomalies were raised by students the faculty made/clarified the necessary corrections.
- The marks obtained by the students in internal assessment tests are uploaded on the web portal along with their

attendance.

- After every internal the CCM meetings were conducted where the grievances are discussed with the subject handling faculties and HoD. Necessary corrective measures were taken and the issues are resolved.

#### Lab Internals:

- Lab experiments were conducted online during the academic year 2020-21. The procedures were explained online. The students could observe the experiments carried by the faculty and observation were shared to the students. The students then were asked to complete the calculation and send the pdf of the completed record through e-mail and the same was evaluated. The online lab internals time table is shared to the students and staff one week prior to the commencement of lab internals. The maximum marks of evaluation are 10 Marks for observation, 10 Marks for Record and 20 Marks for Lab Internals.

The final IA marks are finalized at the end of the semester and the same are displayed on the notice board. The signatures of the students and the course in-charge are taken for both theory and lab marks before it is uploaded to VTU portal. Any grievances regarding the marks are addressed before uploading.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="http://kssem.edu.in/c2-5-2/">http://kssem.edu.in/c2-5-2/</a>

## 2.6 - Student Performance and Learning Outcomes

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

The Institution is affiliated to Visveswaraya Technological University(VTU) which prescribes the curriculum.

The institution has a broad vision and mission, which is practiced by all the departments.

The Programme objectives (POs), Programme Specific Outcomes (PSOs) and the Course Outcomes(COs) are well stated by the departments and displayed on the Institution website, Notice

## boards, Classrooms and Laboratories

The Program Specific Outcomes are in line with the vision and mission of the departments and the institution.

The Course Outcomes are framed by the respective course in-charge by using Bloom's taxonomy verbs and levels as prescribed by the University. The CO's framed are also discussed with the students. The stakeholders are involved in refining the PSO's.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="http://kssem.edu.in/c2-6-1/">http://kssem.edu.in/c2-6-1/</a>
Upload COs for all Programmes (exemplars from Glossary)	<a href="#">View File</a>

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

The Teaching-Learning process in the institute abides by a well-defined procedure and is followed across all the departments. The process involves

### 1.Planning

### 2.Delivery and Assessment

### 3.Evaluation and Attainment

#### Planning

- The University defines the syllabus (course content) for all Programmes in the Institution.
- The Course Outcomes are prepared by the Course In-charge and verified by the HOD and IQAC coordinator.
- The CO's are written based on different levels of Bloom's taxonomy pertaining to the course.
- During the preparation of the CO's care is taken by the Course In-charge to focus on the objectives and outcomes.
- The lesson plan is prepared well in advance before the commencement of the classes based on the calendar of events prepared by the institution.

## Delivery and Assessment

- Every department follows a structured time table for delivery of the contents of a course.
- The course in charge plans the content delivery to be in phase with the lesson plan.
- The University defines the norms for Internal assessment.
- The Assignments and Internal assessment question paper adopts the Bloom's Taxonomy and the level of the questions are framed based on it.

## Evaluation and Attainment

- The Assignments and the internal assessments are evaluated by the respective course in-charge.
- The Internal assessment marks are recorded periodically. After the final exam results are announced by the university, the attainment of the CO's and PO's are calculated.
- The attainment includes direct and indirect attainment.
- Appropriate action is taken to improve the weaker students so that there is continuous improvement in the attainment level.
- The attainment is calculated from different tables starting from the CO-PO-PSO matrix, Internal marks and External marks documents.
- The correlation of the CO, PO and the PSO is tabulated in a scale of 0 to 3 where 3- High ; 2- Medium; 1.Low

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="http://kssem.edu.in/c2-6-2/">http://kssem.edu.in/c2-6-2/</a>

### 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

352

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	<a href="http://kssem.edu.in/wp-content/uploads/2022/02/2.6.3_Annual-report-VTU-20th-Annual-Convocation.pdf">http://kssem.edu.in/wp-content/uploads/2022/02/2.6.3_Annual-report-VTU-20th-Annual-Convocation.pdf</a>

## 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)**

[http://kssem.edu.in/wp-content/uploads/2022/03/2.7-student-survey\\_2020-21-1.pdf](http://kssem.edu.in/wp-content/uploads/2022/03/2.7-student-survey_2020-21-1.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	<a href="#">View File</a>
e-copies of the grant award letters for sponsored research projects /endowments	<a href="#">View File</a>
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

**3.1.2 - Number of teachers recognized as research guides (latest completed academic year)**

**3.1.2.1 - Number of teachers recognized as research guides**



2

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

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

#### 3.1.3.1 - 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)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Supporting document from Funding Agency	<a href="#">View File</a>
Paste link to funding agency website	<a href="#">NA</a>

### 3.2 - Innovation Ecosystem

#### 3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The institution has created an appropriate ecosystem for Research and Innovation by recruiting desirable human resources. The institution has six, University recognized research centers. The institution has provided separate space for each research center equipped with relevant equipment which are useful to carry out research by the faculty and research scholars.

The institution has fourteen state of the art Computer Labs. All the computers in the labs are provided with the latest updated software and hardware. Internet, printing and scanning facilities are also available through the network. Further, each center is equipped with uninterrupted power backup.

The institute is having a separate R&D cell to inculcate the spirit and culture of research amongst faculty and students. The R&D cell comprises faculty members from various Departments of the institution with the Principal as the chairman.

The faculty members are encouraged to undertake research projects in thrust areas in Science and Technology with funding from various agencies. During the year 2020-2021, more than 10 proposals have been submitted from the institution.

The institution encourages the faculty members to pursue Ph.D, more than 50 faculty members are pursuing their Phd program. Computers with high bandwidth Internet facilities are provided to the research scholars. Successful completion of a research program leads to appreciation and academic career advancement.

There are eight student clubs in the institution. Various activities are conducted under these clubs to motivate the students to involve in various research related activities, like mini projects, project exhibitions, guest lectures, paper presentations, workshops etc. These activities help students to understand the various problems faced by the society. It enables them to find solutions for them.

Adequate provision is made for libraries to procure books, journals and e-journals. The library of the institution is enriched with a wide range of books (20946 books + 12998 e-books), more than 5560 national and international journals from various fields and 5,30,000 papers published in conference proceedings. Online IEEE journals are also accessible to the researchers.

The Institution encourages faculty and students to attend research programs, workshops, seminars and conferences conducted in the Institution and at other organizations. Institution provides registration fee and on-duty leave for those who attend such programs.

The institution gives importance for all-round development of the students. Departments have signed MoU's with various industries. Under these MoU's many events like workshops, FDP's, guest lecturers, Technical talks are organized. Students are also sent to these industries for internships.

Online teaching became an important medium and compulsion also to give education to the students during Covid 19 pandemic. The

Institution used MS Teams Platform as a medium for teaching/ learning process. Management of the Institution provided 14 ICT tool I Scribe A4 USB tool across all the Departments to help faculties convey high quality teaching during the pandemic. Faculties recorded each session and saved the same, which further students could practice as many times as they wanted to understand the concept.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://kssem.edu.in/wp-content/uploads/2022/01/3.2.1_2020-21-1-1.pdf">http://kssem.edu.in/wp-content/uploads/2022/01/3.2.1_2020-21-1-1.pdf</a>

### **3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year**

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

10

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### **3.3 - Research Publications and Awards**

#### **3.3.1 - Number of Ph.Ds registered per eligible teacher during the year**

##### **3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year**

0

File Description	Documents
URL to the research page on HEI website	<a href="http://kssem.edu.in/research-consultancy/">http://kssem.edu.in/research-consultancy/</a>
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

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

6

File Description	Documents
Any additional information	<a href="#">View File</a>
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

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

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

14

File Description	Documents
Any additional information	<a href="#">View File</a>
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 3.4 - Extension Activities

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

The institution strives to promote over all development of the students by encouraging them to participate in various co-

curricular and extra-curricular activities to nurture them to be socially responsible. The institute is conscious of its role in the neighborhood community development and has initiated a number of community development activities that include:

**Covid 19 Testing:** Institute organized a free Covid 19 testing facility for staff and students on 25th March and 6th April, 2021. Those tested positive were informed to self-isolate. They were advised to strictly home quarantine themselves as per guidelines. The BBMP officials also followed up and provided medication to the positively tested patients.

**Covid Vaccination Drive:** Institute organized a free Covid 19 vaccination drive for students, staff, parents and relatives for two days. This drive was organized in association with BBMP. Total of 1456 members were vaccinated during this drive. **Projects:** Students are encouraged to work on various projects that contribute to the society and results in joining hands in building a better surrounding.

File Description	Documents
Paste link for additional information	<a href="http://kssem.edu.in/department-activities/">http://kssem.edu.in/department-activities/</a>
Upload any additional information	<a href="#">View File</a>

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

#### **3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year**

0

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of awards for extension activities in last 5 year (Data Template)	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>

### **3.4.3 - 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

**3.4.3.1 - 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**

3

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	<a href="#">View File</a>

**3.4.4 - Number of students participating in extension activities at 3.4.3. above during year**

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

0

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

**3.5 - Collaboration**

**3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year**

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

52

File Description	Documents
e-copies of related Document	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of Collaborative activities with institutions/industries for research, Faculty	<a href="#">View File</a>

### 3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

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

7

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<a href="#">View File</a>

## 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 state-of-the-art facilities for teaching-learning process which are highlighted below:

#### A. Classrooms

Each class room is designed and maintained as per AICTE norms with respect to carpet area, lighting, ventilation and furniture to have a conducive ambiance.

Classrooms are provided with LCD projectors. Faculty members are given desktops by the Institute to extensively use ICT in class rooms.

Institution has four spacious seminar halls and an auditorium with state-of-the-art facilities.

#### B. Laboratories

Each lab / workshop with appropriate layout is designed and maintained as per AICTE norms with respect to carpet area, lighting, ventilation and furniture to have a conducive ambiance and practical exposure.

Laboratories are well equipped with adequate number of experimental set-ups, computers and peripherals. Qualified lab instructors / Mechanics are allotted for all the lab batches for its smooth functioning.

Special care is taken to ensure that the students conduct all the experiments as per the University syllabus.

Eight active MOUs are signed with various industries.

In addition, R&D labs in Civil Engineering, Mechanical Engineering, Electronics and Communication Engineering, Computer Science Engineering, Chemistry and labs in Electrical and Electronics Engineering and Physics are equipped with appropriate equipment help to carry out research activities to a greater extent.

#### C. Computing Facility

In the year 2020-2021 additional 50 desktops are procured.

14 iscribe were procured to facilitate the online classes during pandemic time.

Presently there 657 desktops, 5 laptops, 32 printers, 9 scanners, 12 iscribe and few servers which are adequate in number for computational and related purposes.

Uninterrupted power supply (UPS) is made available in the institution so that the students and staff can access the computers without any interruption. There is a generator with a total capacity of 250 kW for power back-up and UPS facility



available for each Department.

College has been a preferred venue for various exams and evaluation due to the excellent infrastructure facilities like VTU valuation centre, COMED-K exam centre, GATE exam centre, DEEKSHA PU exam centre, banking exams centre etc.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://kssem.edu.in/wp-content/uploads/2022/01/4.1.1_link_20-21.pdf">http://kssem.edu.in/wp-content/uploads/2022/01/4.1.1_link_20-21.pdf</a>

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

K. S. School of Engineering and Management has a very active Physical Education Department with adequate facilities for sports, games, gymnasium, etc., The main motto of this institution is the overall development of the students and thus encourages students in occupying a major role in sports and cultural activities. The institution has provided facilities for conducting indoor and outdoor sports, games and cultural events. It encourages students to take part in intercollegiate, University, State, National and International level competitions. The institution has won many Gold, Silver and Bronze medals in the sports. The institution has two sports ground of area 902.66 square meter and 3203.63 square meter. It is developed for outdoor sports like Volley ball, Throw ball, Kabaddi, Basketball and Indoor sports like Badminton, Carom, Chess etc., The sports Department is responsible in organizing and celebrating the sports day.

National festivals.

Students are encouraged to organize various cultural activities in the institution like Independence day, Republic day, Ganesha Festival, Dasara - SaraswatiPooja, Teacher's day, Engineer's day, Yoga day, etc., There are other programs conducted by students like NSS camps, Blood donation camp, Social Awareness camps and so on. Every year the college festival "AROHANA" is conducted and various cultural competitions are conducted like Kalasanthe, mehendi, photography, quiz, Dumb charades, tug of war, counter strike, treasure hunt, minute to win it, Kannada

Antyakshari, Collage, Mr. And Miss KSSEM, Dubsmash, Mad ads, solo-dance, group-dance, solo-singing, Mock IPL Auction, Cooking and Fashion show to show case their talent. An experienced cultural coordinator is nominated to encourage and monitor the students for taking part in all the cultural activities.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://kssem.edu.in/wp-content/uploads/2022/01/4.1.2_LINK_20-21.xlsx">http://kssem.edu.in/wp-content/uploads/2022/01/4.1.2_LINK_20-21.xlsx</a>

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

35

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://kssem.edu.in/wp-content/uploads/2022/01/4.1.3_link_20-21.pdf">http://kssem.edu.in/wp-content/uploads/2022/01/4.1.3_link_20-21.pdf</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 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)

74.72

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template	<a href="#">View File</a>

## 4.2 - Library as a Learning Resource

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

Library is the centre for intellectual and academic excellence. It supports its users in education and research. K.S. School of Engineering and Management library has a collection of text books, reference books, newspapers, CD-ROM's, e-Books, e-Journals and e-Conference Proceedings. The institutional repository provides access to previous year question papers, project reports and newspaper clippings.

Library is fully automated using Licensed Library Management Software "Libsoft" Version 9.8.5. Modules viz., Acquisition, Cataloguing, Member Registration, Transactions, Documentation, Barcode, Web OPAC and Online Reservation provides supports all in-house activities of the library.

WEBOPAC: Users can access webopac to search library collections viz., Books, Journals, Magazines, Compact Disks, Digital Contents viz., Question Papers, News Paper Clippings, Project Reports, Content Pages of Books and Journals can be accessed.

Webopac is integrated in the college website <http://kssem.edu.in/>. College portal has a link to library and Webopac. Hyperlinks connect the user to library webopac.

Library users are provided with User Name and Password to use this facility. Users can check the bibliographical details of the library collections; content pages of the books, journals and magazines, its location; books borrowed by them; can do online reservation for issued books; Virtual Library has a link to all the e-resources subscribed through VTU consortium and open access e-resources.

VTU Consortium: KSSEMLibrary is a member of VTU Consortium.

Users are provided access to e-Resources viz., e-Journals, e-Books, e-Conference Proceedings and others. All the e-Resources are IP enabled which can be accessed from anywhere in the campus.

KNIMBUS Remote Access Solutions: It is a web based knowledge discovery platform. All the subscribed e-journals viz., Elsevier's Science Direct, IEEE (POP), Springer Nature, Taylor and Francis, Emerald, Proquest (Arch. & Engg), and e-books viz., Elsevier's Science Direct, Springer, Taylor and Francis, McGraw Hill Education, New Age International, Packt and open source e-resources can be accessed at [kssemb.new.knimbus.com](http://kssemb.new.knimbus.com). Users are provided with User Name and Password to access it.

Library provides access to NetAnalytiks Sententia Grammar Checking Tool and Turnitin Similarity Checking Tool.

During the period of COVID-19, users could not access library resources manually. Hence, online materials were provided to the users through WEBOPAC and Knimbus. They were provided with User Credentials to access it remotely. This helped them to download online resources from their home.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="http://kssem.edu.in/wp-content/uploads/2022/01/4.2.1_Link_20-21.pdf">http://kssem.edu.in/wp-content/uploads/2022/01/4.2.1_Link_20-21.pdf</a>

**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**

A. Any 4 or more of the above

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

### 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)

12.70

File Description	Documents
Any additional information	<a href="#">View File</a>
Audited statements of accounts	<a href="#">View File</a>
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

### 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

74

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of library usage by teachers and students	<a href="#">View File</a>

### 4.3 - IT Infrastructure

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

For upgrading the IT infrastructure in the institution, the suggestions are received from HOD's of various Departments, faculty, System Administrator, Lab technicians and will be assessed in every academic year.

#### Upgradation of Software and Hardware

Syllabus is frequently revised by the affiliating University VTU. New courses are introduced in the revision based on industry needs. Whenever the new courses are introduced, the necessary software's and hardware are purchased. Some of the software's are procured from open source and others are purchased. Operating System (OS) is also upgraded frequently.

**Internet**

The institution is equipped with 100 MBPS leased line which is connected to all the classrooms, laboratories and library however 200 Mbps leased line is available as a backup in the server room laboratories. Students are having an access to the digital library to make use of the e -Journals and other e resources.

Online Question Paper Delivery System (QPDS) facility is available with 4 MBPS leased line to print the semester end examination question papers. This was updated in 2019.

The students are provided Wi-Fi facility in the college hostel

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://kssem.edu.in/wp-content/uploads/2022/01/4.3.1_link_20-21.pdf">http://kssem.edu.in/wp-content/uploads/2022/01/4.3.1_link_20-21.pdf</a>

**4.3.2 - Number of Computers**

657

File Description	Documents
Upload any additional information	<a href="#">View File</a>
List of Computers	<a href="#">View File</a>

**4.3.3 - Bandwidth of internet connection in the Institution**

A. ? 50MBPS

File Description	Documents
Upload any additional Information	<a href="#">View File</a>
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

**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)**

130.24

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Audited statements of accounts	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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.

Thermal scanning were done for all the faculties and students daily.

All the classrooms and Laboratories were sanitized before and after the class, wearing Mask were made compulsory, and social distancing is strictly adhered to during Pandemic time.

#### Laboratory

The institution has well equipped laboratories. Do's and Don'ts boards are displayed in each laboratory.

All laboratories have maintained log-in registers to know the effective usage of the laboratory. Regular stock verification and periodic service of equipment in laboratories are done at the end of each semester.

The lab instructor checks for the obsolete instruments / un-serviceable equipment at the end of semester and if anything has to be replaced, then it will be reported to the lab in-charge. The HOD will ask for the quotation from various suppliers and comparative statement is prepared. The supplier will be approved by the HOD, Principal and Management which is then procured. The equipment under warranty will be serviced as per the norms. Safety precautions like first-aid kit are kept in all the labs and fire extinguisher are placed in every

floor.

### Library

The institution library is fully automated with LIBSOFT® software developed by Environ Software Pvt. Ltd., Bangalore. There is regular stock verification process done by the library. It has maintained separate log-in registers for staff and students. The institution also has the facility of Digital library so that the staff, students and research scholars can access audio books, e-books, newspaper clippings, journals, NPTEL videos, soft copy of final year project reports of all UG/PG projects and also the old question papers. It has well maintained reading rooms. Procuring of the books to the library is done in the following manner:

A request form is sent by the library to all the Departments. The filled forms are collected and compiling is done for the same. Quotation for the required books is procured from three different vendors and comparative statement is prepared. The vendor with least price is given the order, after approval from the Principal and Management. Books supplied are entered into the stock register and assigned with an Accession Number.

4TB of NPTEL videos from IIT Madras has been procured and made available to staff and students.

### Sports Complex

The sports facilities are maintained by Physical Education Department. Stock registers and log-in registers are maintained. Stock verification of sports item is done on a regular basis. The institution as well as hostel, both have indoor and outdoor games facility. Gymnasium at hostel, indoor badminton court and basketball ground at the institution enthuse the students towards these sports. The college ground is used by the students to practice for sports events and also practice cricket.

Sports items are procured in the following manner:

A request letter for the requirement is given to the Principal. Quotations for the same are obtained from three different vendors and a comparative statement is prepared. The purchase order is placed with the vendor with the least price after approval from the Principal and Management.



## Computers

Computers are maintained by system administrator. Inspection and service activities are being carried out in every semester. Log-in registers are maintained in all computer laboratories. All computer systems are connected with LAN. Each Department have separate computers for staff usage.

If there is any problem with the computers, then it will be immediately brought to the notice of system administrator, who will rectify it.

## Classroom

The College has well-furnished and spacious classrooms. The classrooms are monitored through CCTV cameras. Few classrooms are also equipped with LCD projectors for better teaching-learning interactions.

Regular inspection and maintenance of the furniture and the classroom equipment is done.

## Garden and Landscape

Garden assistants are responsible to maintain lush green campus. Housekeeping staff ensure the hygiene and cleanliness of the campus. The regular cleaning of classrooms is done by housekeeping staff.

The institution has adequate 13 buses plying in 13 routes for safe and comfortable commutation of students and staff. There is free transport from the institution to K S Institute of Technology campus and up to the nearest Metro station.

The parking facility is well maintained. The entire campus is monitored through CCTV cameras, placed in areas which cover the entire campus zone.

Periodically all the buildings are inspected and repairs are carried out. All the buildings are painted depending on the requirement.

Maintenance of lifts, CCTV cameras and water purifier are done regularly.

College has organised the Covid testing and 2 times Vaccination

drive for all the employees, students and students' parents.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://kssem.edu.in/c4-4-2/">http://kssem.edu.in/c4-4-2/</a>

## 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

390

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

#### 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

34

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>

**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	<a href="http://www.kssem.edu.in">www.kssem.edu.in</a>
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

**650**

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

**650**

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

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

**A. All 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	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>

## 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

**196**

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student placement during the year (Data Template)	<a href="#">View File</a>

### 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

**13**

File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of student progression to higher education	<a href="#">View File</a>

### **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**

20

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	<a href="#">View File</a>

### **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.**

1

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	<a href="#">View File</a>

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 )

The institute encourages active participation of students in various administrative, co-curricular and extracurricular activities through their representatives. The institute follows following procedure while forming various bodies: Class representatives are nominated at the beginning of each academic year, with each class getting a male and female student representative. The class representative may be unanimously nominated or rarely at times elected through an election process. This process is completed by the class teacher in presence of all the students of the class. The class representatives are involved in the entire decision-making meetings related to students' activities including formation of various bodies during the academic year. The class representatives also coordinate the Departmental forum activities under guidance of Head of Department, staff and other fellow classmates.

Class Committee Meetings are held after every internal test which is convened by Head of the Department and is attended by class representatives and staff members handling the various subjects. The students attending this meeting are picked from three categories namely top, average and poor performers in class. The students are changed for every such meeting held after completion of internal test so as to involve more students in these meetings. Feedback about completion of syllabus and level of understanding as well as effectiveness of teaching is sought in these meetings.

At the institute level the following committees are functional:

## 1. Anti Ragging Committee

## 2. Anti Sexual Harassment Committee (Internal Complaints Committee)

## 3. Tobacco Free Campus Committee

## 4. Grievance Redressal Committee

Each of these committees has student representation. These committees are responsible to ensure that they progressively monitor and report to the authority about any untoward incident. The committees are also responsible for addressing grievances raised, if any, and they are done effectively. The student representatives on these committees are nominated by the Principal and Heads of Departments.

Students are also encouraged to take up social work through NSS and Rotaract clubs. NSS committee as well as Rotaract chapter has sizeable representation of the students.

During Pandemic students are identified for serving the society in terms of availability of beds and food. Created the WhatsApp groups for sharing information about covid. Due to these Pandemic Sports and cultural events were not conducted at institutional level, otherwise usually it will be conducted every year. During this Pandemic Proctors meeting were conducted online to monitor safety and health of students.

File Description	Documents
Paste link for additional information	<a href="http://kssem.edu.in/wp-content/uploads/2022/01/5.3.2-CCM-Meeting.pdf">http://kssem.edu.in/wp-content/uploads/2022/01/5.3.2-CCM-Meeting.pdf</a>
Upload any additional information	<a href="#">View File</a>

### 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

0

File Description	Documents
Report of the event	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
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)	<a href="#">View File</a>

#### 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 institution was established in the year 2010 and is growing steadily since its inception. With first batch of students graduating in the year 2014, the alumnus base of institution is growing rapidly. The alumnus are spread in various fields ranging from higher education in NITs, IITs in India, as well as abroad in countries like US, UK, Australia and employed in major MNCs like SAP Labs, NTT Data, Infosys, Toyota Industries etc. Many are gainfully employed in startups as well as their own family setups.

The KSSEM alumnus meet at least yearly once and share their progress and experiences with the gathering. To enable the members to participate in such meeting without affecting their busy schedule, the annual alumni meeting was conducted on 26th January every year for first four years. Since last year it is held on the college annual day "Aarohana". This was to allow the alumnus to participate in college annual day and interact with the student community. The idea was well received and the practice will be continued in future.

Being relatively a new college with just 8 batches having graduated, the alumnus base is not vast. The Alumni association has been formed informally in the college and will be registered in near future. The office bearers of Alumni association are comprised of a staff coordinator and alumni members with atleast two members being KSSEM faculty members who studied at KSSEM at either undergraduate or post graduate level. A dedicated email box with email id alumni@kssem.edu.in



is created to manage all the correspondence with alumni members. The respective departments have strong network of alumni and utilize this bond in maintaining institute-industry relations and utilize them in arranging industry visits. The inputs are also shared with placement cell for exploring placement and internship opportunities.

The participants in alumni meeting share their experiences in professional life and discuss about emerging opportunities. They also share their ideas about barrier that they had to overcome while transitting from college life to professional life. The inputs shared in these meetings are utilized in framing new activities. To encourage more participation in alumni meeting, occassionaly members are felicitated in annual meeting for their contribution in field of their chosen fields.

In 2017 annual meeting conducted on 9th December 2017, 30 members were selected as Young Alumni achievers and were presented with mementoes. The selection was made based on the suggestions received from alumni members through email. The criteria for selection was notable performance in the field of research and higher education, entrepreneurship and gainful employment.

Recently a forum named "Future of mobility" is formed and interested students from all branches of 3rd year are members of this forum. It is managed by Mr. Pavan Kumar, an alumni of Mechanical Engineering Department. The forum is formed with two main objectives:

1. To inculcate the habit of thinking out of box and stay relevant to the changes happening around them.
2. To brainstorm and generate ideas and pursue the same with mutual support

The committee is formed and registration process is taking place.

File Description	Documents
Paste link for additional information	<a href="#">NA</a>
Upload any additional information	<a href="#">View File</a>

**5.4.2 - Alumni contribution during the year** | E. <1Lakhs

(INR in Lakhs)	
File Description	Documents
Upload any additional information	<a href="#">View File</a>
<b>GOVERNANCE, LEADERSHIP AND MANAGEMENT</b>	
<b>6.1 - Institutional Vision and Leadership</b>	
6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution	
<p><b>VISION:</b></p> <p>To impart quality education in Engineering and Management to meet the technological, business and societal needs through holistic education and research</p> <p><b>MISSION:</b></p> <p>K.S. School of Engineering and Management shall,</p> <ul style="list-style-type: none"> <li>• Establish state of the art infrastructure to facilitate effective dissemination of technical and managerial knowledge</li> <li>• Provide comprehensive educational experience through experiential learning strengthened by institution and industry interaction</li> <li>• Carry out socially relevant research activities and disseminate knowledge</li> <li>• Inculcate leadership skills and foster entrepreneurial spirit among students.</li> </ul> <p>The attributes of the Institute are characterized as follows:</p> <p><b>Quality education</b></p> <ul style="list-style-type: none"> <li>• The Institute provides a friendly learning environment, with good ambiance, state-of-the-art infrastructure and extensive facilities, to facilitate knowledge dissemination through ICT (NPTEL videos, Projectors with internet facility in the classrooms, Case studies, surveys, field trips and visits).</li> <li>• The Institute has a pool of highly-qualified faculty and staff, who employ various teaching methodologies to effectively deliver lessons, and impart their knowledge</li> </ul>	

to students effectively.

- The institute encourages the faculty and students to keep their knowledge updated, by participating in Faculty Development Programs, competitions and workshops, organized either in the institution, or conducted elsewhere.
- Conferences, seminars and guest lectures from eminent personalities from both academia and industry are organized by the institution, in order to expose the students and faculty to the latest innovations and challenges faced in the real world.

Societal needs, through holistic education and research

The institution promotes and sensitizes the students to look for problems in the society and give an economical but effective solution. The institution commits to produce quality students and student leaders who are technically sound, committed and are fit to be absorbed by the industries.

File Description	Documents
Paste link for additional information	<a href="http://kssem.edu.in/wp-content/uploads/2022/02/6.1.1-Main-2020-21.pdf">http://kssem.edu.in/wp-content/uploads/2022/02/6.1.1-Main-2020-21.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

### Decentralization

The Organization believes in operational independence to all functionaries to work towards decentralized administration:

#### Governing Council

Office bearers of Sangham, offer valuable suggestions and directions to Governing Council. The Governing Council meets regularly, to discuss the progress made in the current period as against that of planned activities.

#### Management

After receiving approval from the Governing Council, the

management plans a detailed procedure for implementing the envisaged programs along with Principal to implement them. The President, Secretary and Treasurer form key management personnel responsible for monitoring all institutional activities. They play a lead role in policymaking, decision taking and approving the organisation's financial needs.

#### Academic Advisory Board

To Incorporate necessary changes in the arena of education, the Management has constituted an Academic Advisory Board (AAB). CEO, the member secretary of Academic Advisory Board reports to the board about the progress made and plays a predominant role in implementing key decisions taken by the board members.

#### Principal

Principal/Director forms the functional authority who is instrumental in directing organisation's academic activities. He conducts meetings with Department Heads, gathers suggestions and information and percolates the information from the top management to the employees and vice versa. The Institution abides by the directives set by university and follows the same at college level.

#### Head of the Department

In line with the Institution's strategic plan, HOD plans various departmental activities. This is attained by framing calendar of events, allocating suitable personnel/s to respective tasks. Periodic assessments of work accomplished to meet the stipulated requirements are done.

#### Faculty

Faculty members allotted to a definite task, implement and report back to HOD's and Committee heads. They become active in administering different scholastic, co-curricular and extra-curricular activities by acting as a bridging element between management and the students. Students are motivated and directed towards achieving leadership qualities by giving them opportunities to act as student representatives and active coordinators in many active committees.

#### Participative Management:

**Strategic Level**

KSSEM involves all the stakeholders in various academic activities such as the drafting and planning of the activities for an academic year and approves the budget concerning that activity.

**Functional Level**

Any event taking place in the institution is well planned and is executed only after taking into consideration the opinion/s of all the representatives and respective committee heads. Both faculty and students form a team with an outline of executable roles and responsibilities. Faculty involve themselves in delivering both academic and non-academic responsibilities.

File Description	Documents
Paste link for additional information	<a href="http://kssem.edu.in/wp-content/uploads/2022/03/6.1.2-2020-21.pdf">http://kssem.edu.in/wp-content/uploads/2022/03/6.1.2-2020-21.pdf</a>
Upload any additional information	<a href="#">View File</a>

**6.2 - Strategy Development and Deployment****6.2.1 - The institutional Strategic/ perspective plan is effectively deployed**

The institution was set up with the keen intention of cultivating and supporting a strong research culture and motivating the younger minds towards innovation and research. As a mark of this research culture, the institution is found to be successful in getting quite many research grants from various nationalised research funding agencies to name a few we have KSCST, VGST, NRB, VTU etc,.

Creating an environment for a strong research culture was possible by setting few benchmarks such as,

1. Setting up a research center and writing project proposals for funding from the government and non-government bodies
2. Encouraging students to write KSCST proposals
3. Conducting national and international conferences to disseminate knowledge
4. Securing university ranks and awards in UG and PG programs

5. Improving the NAAC accreditation grade from B++ grade to A
6. Getting NBA accreditation

The institution has always been in line with the milestones set, securing university ranks in UG and PG a few instances to show this is that the institution has secured a university rank in both the UG program and the PG program respectively.

There are currently six research centers in Mechanical Engineering, Electronics & Communication Engineering, Civil Engineering, Computer Science Engineering, Mathematics and Chemistry. A large number of research scholars have registered under this research centre in various disciplines for their doctoral programs. Apart from this, the institution is instrumental in obtaining research grants from various research funding agencies and has successfully completed the same. A large volume of research publications are published periodically by faculty and students in some of the reputed journals. KSSEM is active in consultancy work where material testing is carried out at Civil and Mechanical Engineering departments. Patents are filed and awarded in Civil Engineering and Computer Science departments.

KSSEM organises National and International conferences. Through these conferences faculty are exposed to new domain areas.

The institution also supports the faculty/ research scholars by facilitating them with necessary leaves to attend and carry out the research related works.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="http://kssem.edu.in/wp-content/uploads/2022/01/6.2.1-2020-21.pdf">http://kssem.edu.in/wp-content/uploads/2022/01/6.2.1-2020-21.pdf</a>
Upload any additional information	<a href="#">View File</a>

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.

**Administrative Setup:** The administrative setup moving down in the hierarchy comprises of the Governing council at the top

most position followed by the KS Management, Academic Advisory Board, Chief Executive Officer, Principal/Director, Head of the different Departments and teaching staff, non-teaching staff and supporting staff in the organogram. The plans envisaged by the management are presented before the Governing Council for their approval. The Principal and the Management act in accordance with the directives set by the GC. The President, Secretary and the Treasurer monitor all the activities of the institution and make necessary decisions to be in-line with the directives of the GC. The AAB extends necessary suggestions to the management in bringing out necessary modification in the system

The Principal/Director forms the bridging link between the management and the staff. Through conducting meetings, he collects suggestions and information from HOD's and percolates the information from the top management to the employees and vice versa. The HOD's are accountable for framing different Departmental activities in that academic year and bringing it to the effect with the help of the faculty, non-teaching staff supporting staff and students.

Stock verification procedure: KSSEM follows a set of rules in executing the activities of the organization; An example for this is Stock verification procedures. At the end of each semester stock of all laboratories is checked and recorded. Stock verification is conducted by Inter-departmental faculty members. The discrepancies if any found are entered in remarks and is brought to the consideration of HOD and in turn the HOD will report to Principal and the Principal will initiate the necessary action.

Recruitment procedures: The Management and Principal of KSSEM believe that the faculty members become the building blocks of an institution and thus become instrumental in making the institution flourish. Hence selection of Quality faculty members is made through a predefined structure. The first step towards recruitment is planning the requirement. In this stage a draft of comprehensive job specification is prepared highlighting basic requirements and responsibilities of the position that includes skill sets, qualifications and experience. With all these details an advertisement is placed in periodicals for filling the vacancies. The second step is screening, at this stage the received resumes are screened and shortlisted on the basis of requirement and the shortlisted candidates are asked to appear before selection panel for an

interview. The panel comprises the Principal, HOD's from different departments and a subject expert. Candidates will be evaluated based on his/her presentation before the members. The panel selects a suitable candidate on the basis of merit and will be called for a meeting with the management. Here the final selection of the candidate is done. Based on the involvement of staff in all institutional activities and their performance, all staff members are motivated and are promoted periodically.

Any staff on the completion of her/his Doctoral degree will give a presentation before the AAB. The AAB will then make a decision on promoting him/her to the next level.

File Description	Documents
Paste link for additional information	<a href="http://kssem.edu.in/wp-content/uploads/2022/01/6.2.2-MAIN.pdf">http://kssem.edu.in/wp-content/uploads/2022/01/6.2.2-MAIN.pdf</a>
Link to Organogram of the institution webpage	<a href="http://kssem.edu.in/wp-content/uploads/2020/03/Organogram.pdf">http://kssem.edu.in/wp-content/uploads/2020/03/Organogram.pdf</a>
Upload any additional information	<a href="#">View File</a>

### 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	<a href="#">View File</a>
Screen shots of user inter faces	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

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



Faculty should meet the performance criteria set by the organization to ensure the quality of work. In order to meet the organisation's standards, the employees are facilitated with an environment that enables them to work freely to their full potential. At KSSEM, the working environment is very friendly; employees work as a team and enjoy the work they do, resulting in complete job satisfaction. The Welfare facilities provided for the teaching and non-teaching faculties are:-

1. Leave facilities for visiting industrial centers or Attending FDP/Workshop /Seminar
2. EPF as per PF act.
3. ESI facility to eligible employees.
4. Financial support to attend Workshops, FDPs and conferences.
5. The institute every year felicitates the staff members who have given 100% result in their subjects.
6. The institute felicitates the teaching and non-teaching staffs who have served the organization for 10 years.
7. Staffs are given a percentage of funds received as incentives for special achievements like getting project proposals sanctioned from funding agencies.
8. The institute encourages its staff to participate in extracurricular activities such as NSS camp, sports etc.
9. Creates a sense of belonging amongst faculty members by involving them in various committees.
10. Marriage Leave.
11. To bring awareness amongst the teaching fraternity and the supporting staff frequent faculty development programs, conferences and workshops are being conducted.
12. Gratuity is given to employee for the services rendered.
13. Maternity leave

File Description	Documents
Paste link for additional information	<a href="http://kssem.edu.in/wp-content/uploads/2022/02/6.3.1-2019-21.pdf">http://kssem.edu.in/wp-content/uploads/2022/02/6.3.1-2019-21.pdf</a>
Upload any additional information	<a href="#">View File</a>

### **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**

<b>year</b>	
<b>02</b>	
File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>
<b>6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year</b>	
<b>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</b>	
<b>01</b>	
File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	<a href="#">View File</a>
Reports of Academic Staff College or similar centers	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>
<b>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.)</b>	
<b>6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year</b>	
<b>77</b>	

File Description	Documents
IQAC report summary	<a href="#">View File</a>
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

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

The institution strictly follows all the basic recruitment and promotional policies. The performance appraisals are done in a transparent manner.

**Teaching Staff:** Each faculty member has to submit self-appraisal in the format prescribed to the HOD every year. HOD comments on the strengths and weaknesses of each faculty. It is then submitted to Principal. At the end of every academic year, the Principal and AAB evaluate each faculty member. The criteria for evaluation include the subject results, commitment, readiness to take responsibilities, research contribution in terms of proposal sent, papers published etc. of each faculty and student feedback.

The outcome is then analysed by the Management based on the progress and achievements of each faculty. Management then decides the annual increments to be given to each faculty member.

**Non-Teaching Staff:** Non-teaching staff prepare their appraisal, which include the responsibilities carried out, their support to faculty in smooth functioning of laboratories, FDP/workshop attended and any other special achievements. After being reviewed by the HOD, it is then discussed with the Principal and Management.

File Description	Documents
Paste link for additional information	<a href="http://kssem.edu.in/wp-content/uploads/2022/02/6.3.5-2020-21.pdf">http://kssem.edu.in/wp-content/uploads/2022/02/6.3.5-2020-21.pdf</a>
Upload any additional information	<a href="#">View File</a>

#### 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 main source of income to the institution is the fees paid by the students during their admissions to respective courses. In addition to this, the members of Kammavari Sangham donate funds to the institution from their individual sources as and when the need arises. Other sources of income include revenue generated by facilitating the transport service to students and faculty, buildings and the hostel fees paid by the students. The major expenses of the institution are towards the augmentation of infrastructure and maintenance of buildings, vehicles, salaries to staff, salaries to housekeeping members, garden maintenance, EPF contribution, ESIC, Advertisements, newspapers, periodicals, professional charges, university fees, expenses incurred in conducting meetings, sports, stationary and printing expenses, maintenance of UPS, fees paid to auditors, building and water tax are some of the expenses.

Internal audit: it is done periodically to provide the Management an overview of the organisation's effectiveness. At KSSEM the internal auditing is done every month and the same is also verified. The TDS audits are done every quarter yearly and are recorded after the verification by the internal auditor. The internal audit team concentrates mainly on the profit and loss accounts of the institution, cash flow statements, balance sheets, other miscellaneous accounts, Income and Expenditures statements. Income and Expenditures statements are documented in terms of Financial Receipts and Vouchers/Bills respectively. All the documents are recorded for future reference.

External Audit: the accounts of the institution are audited annually by an experienced auditor. He is responsible for certifying all the financial transactions of the institution. External auditor scrutinizes the organization's financial

statements and indicates the financial position of the institution and also examines the institution's internal system thoroughly for any changes to be brought about in case of any variations. Periodically these documents are audited by Internal Audit members and all the documents are submitted to chartered accountants after verification. As a final process, all the audit findings and observations are documented in the form of an audit report.

File Description	Documents
Paste link for additional information	<a href="http://kssem.edu.in/wp-content/uploads/2022/02/6.4.1-2019-21.pdf">http://kssem.edu.in/wp-content/uploads/2022/02/6.4.1-2019-21.pdf</a>
Upload any additional information	<a href="#">View File</a>

#### 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

File Description	Documents
Annual statements of accounts	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	<a href="#">View File</a>

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

##### Strategies for mobilization of funds

The Governing Council and the Management of KSSEM have framed a set of strategies to enable the mobilization of funds to self-sustain in the long run. The strategies framed are as below.

1. Through conducting conferences/seminars by collaborating with VTU and certain other government bodies such as DST, NAL, DRDO, NRB, etc

2. Through sponsorships received for conducting various events in the institution
3. Through consultancy
4. Seeking funds from AICTE under MODROBS for upgrading the infrastructure and obsolete equipment
5. By facilitating the required infrastructure for conducting competitive examinations
6. Rising funds and donations from the Alumni
7. Collecting Tution fee from students

#### Optimal utilization of resources

KSSEM has a well-defined policy for the mobilization of funds in the institution. The mobilization of funds is well monitored by the management of Kammavari Sangham. All financial transactions of the institution are routed through the financial officer, recommended by the Principal and approved by the Secretary. The Treasurer of the Kammavari Sangham takes care of all the financial needs of the institution. The demands by individual departments for release of any funds, is first placed before the HOD. The HOD in turn forwards the same to the Principal for recommendation, after which the Principal places the same before the Secretary for approval and then the financial officer sanctions the amount after the approval.

File Description	Documents
Paste link for additional information	<a href="http://kssem.edu.in/wp-content/uploads/2022/02/6.4.3-2019-21.pdf">http://kssem.edu.in/wp-content/uploads/2022/02/6.4.3-2019-21.pdf</a>
Upload any additional information	<a href="#">View File</a>

### 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

**IQAC ensures clarity for institutional functioning to achieve and enhance quality culture through following two best practices to enhance the quality of students:**

**Strategy 1: Implementation of effective and appropriate pedagogy to improve students' participation in classrooms**

- The main goal of IQAC at KSSEM has been to bring about a transition towards a learner-centered approach in

teaching-learning to enhance students' participation in classrooms.

- IQAC chief coordinator conducted an orientation for all the faculty explaining and stressing the need for participatory learning.
- IQAC presented the need for strengthening the teaching-learning process by introducing selective and appropriate pedagogy to be used by teachers such as 'Flip Class, Group Discussion, Problem Solving, Model Making, Survey based, Case-study, Hands-on, Project development' etc.
- IQAC provided the guidelines to include proposed pedagogy as part of lesson plan. IQAC will monitor the reports and analyse the impact on learning to improve further.

#### Strategy 2: Measures to enhance students' employability

Academic flexibility and bridging the gap between curriculum and industry can be achieved by conducting workshops, seminars and tie-ups through MoUs with industries.

- IQAC ensures that the students are encouraged to participate in different events in the institution and outside the institution such as conferences, workshops, seminars, technical fest, hackathon, technical competitions.
- IQAC has strongly recommended the need for the conduct of training programmes. A week long soft skill training was arranged for students in the 1st year of their degree programmes. Technical training for pre-final year students was arranged helping students to prepare for placement activities. At the end of the technical training, each student was evaluated by working on a project in a team of 2-4 students. A five-day training is conducted for all other students helping them to strengthen their technical concepts.
- IQAC has extended the support in organizing the project exhibition. Teams exhibit their projects which are evaluated by judges from industry. Two best projects from each Department are awarded prizes.
- IQAC encouraged final year students to submit project proposals for competitions conducted by different organizations such as KSCST, BITES, inter college project exhibitions.

#### Strategy 3: Academic and research audit

Academic audit committees and research audit comprising senior faculty from all departments have been formulated. The parameters considered for academic audit include semester end exam results, student placement details, student progression to higher education, add on/certificate programs for students, MOU's, workshops/seminars conducted by departments, level of student projects, grants received for students projects etc.. Academic files such as course file will also be scrutinized by the committee.

The academic audit committee will also comment on the measures taken by the departments to improve academic performance, student's employability and if there is any new research domain being pursued.

The parameters considered for research audit include publications details, research proposals, details of faculty pursuing Phd and supervisors, financial support received for research, support provided for faculty development programs etc..

Audit will be conducted regularly to keep track of progress and quality. The audit reports will be reviewed and action plan will be initiated. Analysis of the data collected will be made and IQAC initiates ranking of all departments to promote healthy completion amongst the departments.

File Description	Documents
Paste link for additional information	<a href="http://kssem.edu.in/wp-content/uploads/2022/02/6.5.1_1-FLIP-CLASS-GD.pdf">http://kssem.edu.in/wp-content/uploads/2022/02/6.5.1_1-FLIP-CLASS-GD.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

#### 1. IQAC Contribute, Monitor and Evaluate the Teaching-Learning process

- The IQAC plays a vital role in maintaining and ensuring timely, efficient and progressive performance of academic tasks. IQAC ensures to define the importance of course file and its components such as Academic Calendar, Lesson



Plan, CO-PO mapping etc.

- IQAC committee prepares the Institute Academic Calendar by considering affiliating University Academic Calendar at the beginning of every semester including schedule for internal tests and other events. Department heads prepare Department Academic Calendar by including schedule for PTM/CCM/workshops/seminars/FDPs as per Departmental requirements.
- Department prepares various time-tables such as class time-table, faculty individual time-table, lab time-table, instructor time-table as per the format given by IQAC.
- IQAC assists the teaching community to prepare lesson plans and CO-PO mapping documents including the course objectives and course outcomes for each course of the syllabus defined by the affiliating University. IQAC reviews the documents and provides feedback to make corrections by course owners if required.
- Attendance of students is monitored periodically by class teachers and attendance registers. The institute and IQAC regularly conducts the feedback on teaching learning processes, the outcome of which is taken for corrective measure

## 2.IQAC Contribute, Monitor and Evaluate the Assessment process

- IQAC has introduced a new system of setting two sets of question papers for every Internal Assessment (IA) in each course, out of which one paper is selected by the Principal. IQAC is making sure that Bloom's Taxonomy is applied while framing the questions to address the OBE system. Course outcomes and Bloom's levels are indicated for each question as per IQAC formats.
- IQAC has provided test related formats to maintain the standards across the Departments. IQAC insisted each Department to prepare a test time-table and invigilation duties as per the given formats and guidelines.
- As per IQAC's guidelines, questions are included from each module covering the entire syllabus and each module uniformly. internal tests are structured in line with semester end examinations conducted by University.
- IQAC suggested a formal feedback about teaching-learning, question paper, lab conduction and evaluation from the students after each IA test during Class Committee Meeting (CCM).
- The student verifies his/her blue book with the answer

key to avoid the discrepancy in valuation. IQAC monitors timely blue book verification in each Department. Blue books are also cross verified by other faculty at the end of the semester to avoid the discrepancy in internal marks.

- IQAC has set the benchmark to identify the slow learners after each internal assessment and special remedial classes are arranged for such students to improve their performance.

File Description	Documents
Paste link for additional information	<a href="http://kssem.edu.in/wp-content/uploads/2022/02/6.5.2_1-Academic-Documents.pdf">http://kssem.edu.in/wp-content/uploads/2022/02/6.5.2_1-Academic-Documents.pdf</a>
Upload any additional information	<a href="#">View File</a>

**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	<a href="http://kssem.edu.in/wp-content/uploads/2022/02/6.5.3-NIRF.pdf">http://kssem.edu.in/wp-content/uploads/2022/02/6.5.3-NIRF.pdf</a>
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## 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

The Kammavari Sangham, established in the year 1952, is a non-profit oriented voluntary service organization. The organization was created with the objective of providing charitable service to the community and society. KSSEM is one of the constituent institutes of Kammavari Sangham and is working towards achieving the objectives of Kammavari Sangham. The institute provides equal opportunities to all the individuals irrespective of gender, race, caste, color, language, religion, political etc.

The institution shows gender sensitivity in providing facilities such as

- Safety and Security
- Counseling
- Common Room

#### Safety and Security

- Well-trained and security guards stationed across the campus.
- Security checkpoints at all campus entries and exits.
- Extensive surveillance with close circuit cameras network with 24x7 monitoring..
- The Committees such as Anti-sexual harassment committee, Anti-Ragging and Disiplinary committee, Grievances committee includes male and female members and they meet on regular basis and discuss the problems and issues along with hostel wardens.
- Separate hostels for men and women with dedicated wardens.
- Ambulance service in case of emergency.
- If any girl student wants to go home early or during the college hours, a vehicle is arranged to drop her to the nearest public transport facility and parents are informed.

#### Counseling

- A separate counseling room is identified and allocated for students.
- Well defined mentor systems exists whereby students are

provided with necessary help and guidance so that students can analyze and find solutions to their problems themselves.

- Identify the economically weaker girls students and conduct KATALYST program through HCTS (Human Capital for Third Sector).
- KSSEM and HCTS have signed an MOU wherein students are recognized, counseled and training classes are conducted to help them get placed in good companies. Some students have improved and have also been provided with laptops and study material through this program.

#### Common Room

- Separate common rooms are provided for both girls and boys students.
- The common room has facilities like drinking water, first aid kits and beds.
- Statutory Committee like Anti sexual harassment committee and grievance committee monitors the room.
- A separate female attendee takes care of the maintenance and hygiene of the room.

File Description	Documents
Annual gender sensitization action plan	<a href="http://kssem.edu.in/wp-content/uploads/2022/03/7.1.1-Action-Plan_20-21.pdf">http://kssem.edu.in/wp-content/uploads/2022/03/7.1.1-Action-Plan_20-21.pdf</a>
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	<a href="http://kssem.edu.in/wp-content/uploads/2022/03/7.1.1_Additional-Information-1.pdf">http://kssem.edu.in/wp-content/uploads/2022/03/7.1.1_Additional-Information-1.pdf</a>

**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	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

KSSEM is committed to maintain an eco-friendly campus by managing its waste. The campus is green with well laid out trees and plants. A dedicated team of gardeners and housekeeping staff strive to take care of lawns, gardens and canopy areas. The types of waste generated in the campus are solid waste, liquid waste and e-waste. There is no biomedical or radioactive waste generated in the campus since there are no associated activities such as hospital, health care centers, blood banks or biotechnology research centers.

#### Solid Waste Management

The solid waste mainly generated in the campus includes paper, covering materials used for packaged food, plastics, glass, metals etc.

- Separate bins are provided at each floor for collection of solid waste.
- The dedicated teams of housekeeping staffs collect this waste at regular interval and dump at the common dumping area in the campus.
- The authorized vendors collect the waste from the designated area and dispose them as per government norms.

#### Liquid waste management

To maintain an eco-friendly campus KSSEM has sewage treatment plant (STP) to manage the liquid waste. Liquid wastes generated from the campus are from the restrooms, laboratory and canteen. The waste water from these sources are collected at the STP and treated. The treated water is used for gardening and maintenance of the lawns.

#### Waste Recycling system

- The filtered water from the Sewage treatment plant is re

used for watering the garden

- The bio degradable waste ( dry leaves, vegetable waste)generated in the campus is turned to compost and used as manure in the garden
- Few single use plastic bottles are reused for storing cleaning chemicals and disinfectants.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	<a href="#">View File</a>
Geo tagged photographs of the facilities	<a href="#">View File</a>

**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**

**B. Any 3 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**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**

**A. Any 4 or All of the above**

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	<a href="#">View File</a>

### 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	<a href="#">View File</a>
Certification by the auditing agency	<a href="#">View File</a>
Certificates of the awards received	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**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	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	<a href="#">View File</a>
Details of the Software procured for providing the assistance	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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).

The Kammavari Sangham, a multi-activity non-profit oriented voluntary service organization, was established in the year 1952 with the sole objective of providing charitable service to community and society. The Sangham started the K. S. School of Engineering and Management in 2011. KSSEM is a safe, ragging free and beautiful green campus with very good infrastructure and connectivity.

KSSEM staff members and students are from different parts of India, which is also an indication of cultural harmony where people from different cultural background work together for common cause. To promote cultural and regional harmony in the institution, KSSEM has been celebrating festivals such as Onam, Ganesh Chaturthi, AyudhaPooja and Kannada Rajyothsava. Students are also motivated towards social responsibilities by participating in NSS, Rotaract Club and SwatchaBharathAbhiyan, project exhibition, sports day and technical fest etc.

The institution policy is that "no deserving student should be deprived of quality education". In this regard the institute provides merit based scholarship for socio-economically backward students. There is a separate scholarship section which mentors students with respect to various scholarship schemes available from various government and non-governmental organizations. The scholarship section also helps the students in the application process.

KSSEM has also organized free COVID - 19 testing and vaccination drives for its students, staff, parents and public



for their benefit.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

The KSSEM has organized activities to increase the consciousness about national identities and symbols. Few activities such as celebration of birth anniversaries of personalities like Swamy Vivekananda, SarvapalliRadhakrishnan, Mahatma Gandhi, and National festivals like Independence Day and Republic Day are celebrated.

As part of the curriculum, the students of KSSEM are taught with a subject to create an awareness of the rights, duties and responsibilities of citizens. Certain case studies are taught such as the National emergency under article 352, article 356, which emphasizes the enforcement of president rule in a state. The evidence of removing the article 372 are taken as case studies to show that the parliament has the supreme power in amending the Constitution without disturbing the basic structure that is Sovereign Socialist Secular Democracy and Republic nature of the system.

Apart from this, the curriculum is also set so that it offers a course on Human values, professional ethics and cyber law as given below. (1) Introduction to Indian Constitution, (2) Union Executive and State Executive, (3) Elections, Amendments and Emergency Provisions, (4) Internet Laws, Cyber Crimes and Cyber Laws, (5) Professional / Engineering Ethics, (6) Constitutional special provisions. The institution also has conducted awareness programs on Fundamental Duties and Rights of Indian citizens and other constitutional obligations.

NOTE: The events are normally organized in the institution. Due to COVID-19 restrictions for the academic year 2020-21 some of the events were not organized.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="http://kssem.edu.in/wp-content/uploads/2022/03/7.1.9_2020-21.pdf">http://kssem.edu.in/wp-content/uploads/2022/03/7.1.9_2020-21.pdf</a>
Any other relevant information	<a href="http://kssem.edu.in/wp-content/uploads/2022/03/7.1.9 List-of-events 2020-21.pdf">http://kssem.edu.in/wp-content/uploads/2022/03/7.1.9 List-of-events 2020-21.pdf</a>

**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	<a href="#">View File</a>
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	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

**KSSEM has a great concern for human values and to promote among students and staffs institution organizes national festivals and celebrates birth anniversaries of great Indian personalities.**

**National festivals**

Republic day on 26th January and Independence Day on 15th August are celebrated every year. Flag hoisting is done by the Sangam President, followed by speech from the Sangam President and important dignitaries for the event. March past by NSS student wing and students from different branches of engineering. Cultural event is also organized by the cultural committee of the college to send the message of importance of Republic and Independence Day.

#### Birth anniversary of important personalities

- Birth anniversary of Mahatma Gandhi is celebrated on 2nd October by the NSS wing. Flag hoisting and tribute is paid to Mahatma Gandhi by Principal, staff and students of the college. NSS student's wing organizes cleanliness drive in the vicinity of the campus.
- Birth Anniversary of Sir M Visvesvaraya is celebrated on 15th September as Engineers day as an exceptional tribute to the best Indian Engineer Bharat Ratna Mokshagundam Visvesvaraya.
- Dr. Sarvpalli Radhakrishnan Birth Anniversary is celebrated every year on 5th September, as Teacher's Day with great fervor. The students organize programs at Department level and wish their teachers. Best performing teachers are honored during the function.

#### Events and festivals organized in the Institution

- Women day is celebrated on 8th March 2021
- Ayudhapooja is celebrated on 23rd October 2020.

NOTE: The events are normally organized in the institution. Due to COVID-19 restrictions for the academic year 2020-21 the events were not organized. The important events such as Independence Day and republic day were organized with COVID restrictions.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

## 7.2 - Best Practices

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

### BEST PRACTICE 1:

**Title of the Practice:** Setting up two question papers for the internal assessment (IA)

**Objective of the Practice:**

To give an opportunity to students secure the IA marks in case the student have missed taking the IA due to some emergency.

**The Context:**

If the students is unable to take the IA due to some emergency such as ill health or some unforeseen reasons, the student is given an opportunity to take the IA which he has unable to attend. The second question paper which has not appeared during the regular conduct of the IA is given.

**The Practice:**

The institution has the practice of conducting three internal assessment tests. The course coordinator sets the two question paper for every subject and for all the three IA. The question paper is scrutinized by the IQAC. The principal selects one paper so that transparency is maintained. The selected paper is used for regular conduct of the IA. The unselected question paper is kept in reserved for students who have missed that IA due to some emergency.

**Evidence of Success:**

The practice has helped the students to secure the IA which enables them to have minimum passing requirement for the course after taking the semester end examination.

**Problems Encountered and Resources Required:**

- Reluctance from faculty members to set the two question paper is a major challenge.
- Difficulty in matching the learning levels in both the question papers.
- Preparing the schemes for both the question papers.

**Best Practices 2**

1. Title of the Best Practice: Fee concession for economically weaker section of the student

2. Objective of the Practice:

The institution is providing fee concessions for economically weaker students. The institution policy is that no deserving student should be deprived of quality education and available resources are being utilized to optimal for the benefit of underprivileged students. The academic performance of the benefited students will be continuously monitored and reminded that they are obliged to fulfill their duties.

3. The Context:

Education brings about the all-around development of an individual. Kammavari Sangam is a charitable trust that promotes value based education to all. Therefore the trust offers merit scholarships to enable students pursue higher education by providing fees concession to the students deserving economically backward students.

4. The Practice:

The identified students are given fee concession at the time of admissions and the same fee is continued for the next three years.

5. Evidence of Success:

The fee concession helps the students to complete the

graduation program. All the students are successfully placed either through the placement division or through known contacts.

File Description	Documents
Best practices in the Institutional website	<a href="http://kssem.edu.in/wp-content/uploads/2022/03/7.2.1_Best_Practices_Writeup.pdf">http://kssem.edu.in/wp-content/uploads/2022/03/7.2.1_Best_Practices_Writeup.pdf</a>
Any other relevant information	<a href="http://kssem.edu.in/wp-content/uploads/2022/03/7.2.1_Best_Practice_2020-21.pdf">http://kssem.edu.in/wp-content/uploads/2022/03/7.2.1_Best_Practice_2020-21.pdf</a>

### 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

#### Soft Skill Training and Placement

The students are given soft skill training from third semester onwards for a week in every semester. Students of the institution are given extensive training in Soft Skills, interpersonal skills and specific skill requirements for the job. The students are also trained on emerging technologies, training on softwares, communication skills, resume writing, preparing for interview etc.

The Placement & Training department is vested with the responsibility of identifying the vendors or training partners to train the students based on the present market requirement. This activity has helped students get placed in organizations' of repute and some have become second and third generation entrepreneurs.

File Description	Documents
Appropriate web in the Institutional website	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

7.3.2 - Plan of action for the next academic year

#### To set up idea club

- The objective of the club is to motivate the student to come forward to propose the novel idea that is useful to

humanity.

- To review the idea by experts and look into possibility of converting the idea to a prototype.
- Filing of patent application

To set up project club

- To motivate students to take inter departmental projects
- To Motivate students to write project proposals for funding agencies
- To provide guidance to projects and make them working prototypes

Multi-disciplinary approach to research should be promoted

- The objective is to promote multidisciplinary research among the faculty
- Motivate the staff members to apply for funding agencies.
- To write research articles
- To file patent applications

To set up Entrepreneur Development cell and promote

- Idea of startup
- Writing the business proposals
- Arrange lectures on intellectual property rights.