YEARLY STATUS REPORT - 2023-2024

Part A
Data of the Institution

1.Name of the Institution	Kovai Kalaimagal College of Arts and Science
• Name of the Head of the institution	Dr.N.MALA
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone No. of the Principal	8056797246
• Alternate phone No.	04222970132
• Mobile No. (Principal)	9500564940
• Registered e-mail ID (Principal)	mala.kkcas@gmail.com
• Address	Kovai Kalaimagal College of Arts and Science,Vellimalaipattinam
• City/Town	Coimbatore -641109
• State/UT	Tamilnadu
• Pin Code	641109
2.Institutional status	
• Autonomous Status (Provide the date of conferment of Autonomy)	13/06/2016
• Type of Institution	Co-education
• Location	Rural

• Financial Status	**Self-financing**
• Name of the IQAC Co-ordinator/Director	**Mrs.C.Senbagavalli**
• Phone No.	**04222970132**
• Mobile No:	**9786544433**
• IQAC e-mail ID	**kkcasiqac@gmail.com**
3.Website address (Web link of the AQAR (Previous Academic Year)	https://kkcas.edu.in/AQAR
4.Was the Academic Calendar prepared for that year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://kkcas.edu.in/documents/Academic%20Calendar%2024%20-%2025.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**A**	**3.02**	**2011**	**16/09/2011**	**15/09/2016**
Cycle 2	**A**	**3.01**	**2016**	**05/11/2016**	**31/12/2021**
Cycle 3	**A+**	**3.34**	**2022**	**20/12/2022**	**20/12/2027**

6.Date of Establishment of IQAC	**10/06/2010**

7.Provide the list of Special Status conferred by Central and/or State Government on the Institution/Department/Faculty/School (UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC, etc.)?

Institution/ Department/Faculty/School	Scheme	Funding Agency	Year of Award with Duration	Amount
Nil	**Nil**	**Nil**	**Nil**	**Nil**

8.Provide details regarding the composition of the IQAC:

• Upload the latest notification regarding the composition of the IQAC by the HEI	View File

9.No. of IQAC meetings held during the year	2	
• Were the minutes of IQAC meeting(s) and compliance to the decisions taken uploaded on the institutional website?	Yes	
• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded	
10.Did IQAC receive funding from any 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)

IQAC and Curriculum Development Cell is effectively functioning to enrich the curriculum in accordance with the industrial expectation. • Established digital Campus for all the process involving Administration, Finance and Accounts, Students Admission and Support and Examinations. • Ensure effective usage of National Digital Library (NDL) by all teachers and students • Trained the students for essential professional and soft skills for employment. • Online teaching and learning was introduced and Motivated the students to complete online courses through SWAYAM or NPTEL and Spoken Tutorial

12.Plan of action chalked out by IQAC at 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
To provide Interactive Learning	Interactive Learning Session through e- learning platform

13.Was the AQAR placed before the statutory body?	Yes
• Name of the statutory body	

Name of the statutory body	Date of meeting(s)
Governing Body	20/02/2023

14.Was the institutional data submitted to AISHE ?	Yes

- Year

Year	Date of Submission
2022-2023	08/03/2024

15.Multidisciplinary / interdisciplinary

KKCAS is fully prepared to implement National Education Policy 2020 in Undergraduate, Post graduate and Research Programmes.The following initiatives were taken for implementing NEP 2020. The multidisciplinary approach relies on people crossing disciplines to share knowledge, thereby enduring scope and depth of learning. College encourages to develop final year projects for UG/PG degree programmes in multidisciplinary environments. Outcome Based Education was introduced in 2018 with Graduate Attributes, Programme Educational Objectives (PEO), Programme Outcomes (PO) and Course Outcomes (CO) which are mapped to suit the industrial and social needs. Attainment of course outcome has been measured to access the knowledge and skills in order to determine the course outcomes. CBCS pattern facilitates the students to opt for more choices of courses which are multidisciplinary. Skill based training programmes are imparted to groom industry ready graduates in all disciplines. Training programmes were arranged for all disciplines in the industrial sectors. Value Based Education includes Yoga for Youth Empowerment, Environmental Studies and Ethics & Culture educates the students with values, culture of the nation and conservation of natural resources. Skill Based Subjects like Mathematics for Competitive Examinations and Communication Skills enhances the skills required for State/National level competitive examinations and for campus placements. Non Major Elective courses like Food Science & Nutrition and Floriculture make students self-sufficient by creating a future of their own learning agronomic's as per the rural environment of the college. Self-Study Courses like Gandhian Thoughts, Women Rights, and Human Rights make the students to know about the life of the national leaders enlighten everyone with their basic rights provided by our constitution. Career Development Courses facilitate students for clearing NET/SET examinations. Institution offers Value Added Courses with more than 30 hours training. 56 Extra credit courses are introduced for advanced learners which are multidisciplinary. Online courses for all the students were made compulsory for UG and PG degree programmes. More

number of MOUs were signed with multi-national companies. This creates an opportunity for all the students to complete Certification Courses in different domains. Students are instructed to complete Job Oriented Courses during the degree of study. Elective courses were introduced for the UG and PG degree students to focus on the specialization Multidisciplinary research is promoted to convert into patents and research publications in reputed journals. Seminars, Conferences and Workshops are conducted to encourage interdisciplinary approach. Curriculum holds an outstanding place when seeking to promote innovation in education, as it reflects the vision for education by indicating skills, knowledge and values to be taught to students. Value based subjects in the curriculum train the students to be ethically perfect and morally alert. In addition to the curriculum, various clubs such as science, Auditor's, Citizen Consumer, Fine Arts, Web Developers, Pi, Programmers and Yazhalisai Mandram promote multidisciplinary activities for students through various events. Hence, the college introduce and promotes multidisciplinary flexible curriculum that enables multiple entry and exits at the end of 1st, 2nd and 3rd years of undergraduate education in the future

16.Academic bank of credits (ABC):

Our institution is a registered member of National Academic Depository (NAD) from 2018 onwards to confirm the academic awards. The institution has also implemented Choice Based Credit System (CBCS) in the academic year 2008-2009. The Curriculum Development Cell (CDC) prepares an enriched curriculum along with the syllabus and its credits depending on the feedback received from the stakeholders. It was then forwarded to Board of Studies for the approval. Further, the curriculum is approved by the Academic Council and Governing Body which includes the representatives from External Experts, Alumni, Student Representative, University Representatives, Head of the Departments and Industrialist. In order to obtain UG degree programmes the minimum number of credits to be earned is 140 and for PG programmes 90 credits. Apart from the credits to be earned for regular mode of study, the students can obtain credits through extra credit course and extracurricular activities. The credits earned through the online courses like SWAYAM, NPTEL, Spoken Tutorial, etc will be approved and considered for award of the degree. The students from other institutions can continue their course of study in KKCAS through transfer of credits and vice-versa. Their credits may be transferred thro proper procedure by satisfying the rules and regulations of UGC and by obtaining the subsequent approval of the Board of Studies. In the future, effective measures will be taken to adopt ABC system in

order to facilitate multiple entry and exit process.

17.Skill development:

Institution follows the Attitude, Skill and Knowledge (ASK) model for the overall development of the students.The curriculum framework is designed to promote holistic and extensive education to the students. The curriculum is updated on regular basis and new courses focusing on Employability, Entrepreneurship and Skill Development were introduced. Entrepreneur Development Cell (EDC) aims at creating awareness on entrepreneurship among the students. EDC develop creativity, innovative thinking, and develop responsibilities to succeed in the challenging world. One of the best practice of KKCAS is to provide effective training for the students in skill development and employability. Skill development programmes were frequently conducted to identify the ability of the students and providing proper support, guidance & encouragement. Workshops, Seminars, Webinars, etc, were conducted every year based on skill enhancement by inviting the resource persons from Industrial Sectors and Subject experts from Colleges. These programmes assist the students to gain knowledge on recent technologies, functioning of the industry, working environment, interpersonal skill development and so on. Skill Based Subjects like Mathematics for Competitive Examinations, Soft Skills, Communication Skills and Lab practicals during all semesters were provided in UG degree programmes to enhance the skills required for campus placements & to participate in State/National level competitive examinations. Career Development Courses facilitate students for clearing NET/SET examinations. Technical Seminar and Report Writing subject included in PG degree programme promotes the conversion of research findings into patents and research publications in reputed journals. These subjects enhance skill set, knowledge, and competencies in their respective areas. Non Major Elective courses such as Floriculture and Food Science & Nutrition influences the future of the students by learning agronomics. The institution also offers Value Based Education which includes Environmental Studies, Ethics & Culture and Yoga for Youth Empowerment to educate the students with human values, traditional culture and preservation of natural resources. Students are instructed to complete Job Oriented Courses during the degree of study. This creates an opportunity for all the students to complete Certification Courses in different domains. Bridge courses in Mathematics,Commerce,Computer Science and English were conducted for about 30 hours in order to bridge the gap between the school and college education. Students were given Hands on Training on their specific domains to get exposed to practical knowledge. The department plans field visits for the first year

students, internship for the second year students and projects for third year students. Mandatory Internship creates the opportunity for recognizing the industrial demands. A project developed by the students during their final semester promotes the skills in analytical, research finding, problem- solving, experimenting and so on. This leads to enrichment and development in the career in order to attain future goals.

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

The institution is located in a rural environment which aspires to offer education to rural students. The institution organizes bridge course in Maths, English, Commerce and Computer Science for about 30 hours at the beginning of every academic year to bridge the gap between School and College. A course on Ethics and Culture is offered to educate the Indian culture among the students. The integration of Indian knowledge system emphasis on teaching Indian languages, Culture and also allows the students in undertaking the optional language under Part I (Tamil, Hindi, French and Malayalam) in curriculum of UG students. Non-Tamil students should study Basic Tamil and Advanced Tamil subjects. The Department of English assists the first graduate students in the family to learn the language and encourages the advanced learners to improve the knowledge in communication skills. The institution also adopts bilingual teaching as and when necessary. It is also essential to instill the Indian culture in the minds of the Youths and also to improve the responsibility of the citizenship and Self Study Course like Women's Rights, An introduction to Constitution of India, Human Rights and Consumer Affairs were offered to enable the students to become more responsible citizen of India. In order to enhance the multidisciplinary knowledge of the students, NonMajor elective courses like Food Science & Nutrition and Floriculture, Value Based Education subjects like Yoga for Youth Empowerment, Environmental Studies, Extra Credit Courses like Suturula Varlarchi, Nattupuraviyal, Tamilaga Varalarum Makkal Panpadum, Tamil Illakiya Varalaru were included in the curriculum. Cultural Events were conducted every year to showcase the talents of the students and also to create harmony in the college. Effective measures were taken by the institution to persuade the students to undergo compulsory online courses through platforms such as NPTEL, SWAYAM, Coursera, Spoken Tutorial, EDX, SkyOnline and etc. Despite the fact that, while adapting to National Education Policy 2020 focusing more on the online courses in all the online platforms.

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

KKCAS implemented Outcome Based Education (OBE), a graduate focused teaching model in the year 2018 for the students to attain excellence in their Higher Education. The learners achieve the objectives of OBE at each level and gain progress in their learning. The Graduate Attributes of the programmes are framed to achieve the Vision and Mission of the Institution. The Programme Educational Objectives (PEO), Programme Outcome (PO) and Course Outcomes (CO) are framed in such a way to reach the graduate attributes. It provides suitable guidelines for the faculty members to develop the course plan, assessment plan etc. Every department calculates the Programme and Course attainments in order to understand the effectiveness of the programme in imparting the knowledge, behavior and skills. The attainments of Outcomes are measured with the help of two different methods namely, Direct Method and Indirect Method. The target level of each student is calculated for all the course outcomes with the threshold value of the minimum pass percentage in a subject for the process to measure the outcome of the students during their course of study and also after their graduation. The average is calculated for all individual course outcomes and the values are mapped with the corresponding POs and PEOs. And also the average level for each PO and PEO are calculated. Rubrics methods are utilized for evaluating the performance of the students. The effective implementation of OBE needs proper planning, hence the IQAC regularly organizing seminars, workshops, Faculty Development Programmes and Hands-on Training programmes to help the staff members understand the nuances of OBE. The faculty members are given clear orientation about Bloom's Taxonomy and the various knowledge levels of the OBE pattern. Gaps are addressed if there is a deficiency and standards are incrementally increased if the attainments exceed the target. Curriculum Development Cell takes care of the activities in designing the syllabus and make sure that it is according to the OBE by following the knowledge levels for assessment of outcomes towards students. Knowledge level of students are assessed by taking the parameters like knowledge, Application, Comprehension, Synthesis, Evaluation and Analysis by setting the Question paper using Blooms Taxonomy. For conduct of End Assessment Examination (EAE) a model Question Paper and Syllabus are sent to external question paper setter to adhere the Bloom Taxonomy for effective evaluation system for students and awarding the credits. At the successful completion of three years for UG programme/two years for PG programmes the graduates of the Institution will be able to attain the following Graduate Attributes such as Communication skills, In-depth domain knowledge, Technical skills, Knowledge Interdisciplinary in nature, Positive attitude, Critical thinking and problem solving skills, Dynamism and team building

skills, Professional ethics & social values, Selfawareness & emotional intelligence, Entrepreneurship qualities, Responsibility towards Society & environment and thirst for knowledge through lifelong learning. The major improvements are carried out based on the feedback received from the students, stakeholders and alumni

20.Distance education/online education:

KKCAS implemented audio/visual classroom for Online Distance Learning (ODL) through various portals like Swayam, NPTEL, Spoken Tutorial, EDX, Udemy, SkyOnline, Coursera, Edureka, etc. Online classes were conducted through online platforms like Zoom, and G-suite during the Covid-19 pandemic. Online education allows students to attend classes from any location of their choice instead of being restricted by limited boundaries. Students can clarify their doubts through live chats by staying at their comfort zone. The students are instructed to submit their projects, assignments, reports, quizzes, etc in the Google classroom. Moodle software was used for conducting the quizzes in order to access the academic performance of the students. Online courses are conducted through learning management system through online portals in which the students can check their course curriculum and academic progress, as well as connect with their instructors and fellow mates. Online courses were made compulsory for all the students of UG and PG degree programmes with 1 credit. The college has obtained membership in Spoken Tutorial offered by IIT, Mumbai. The students can take up any course through SWAYAM, NPTEL, Spoken Tutorial, etc based on their area of interest. Most of the online courses are freely accessible to any group of students. The material can be downloaded in any format like audio, video and text. The college has signed MOU with ICT Academy, thereby benefitting the faculty members and students through Faculty Development Programmes, Training Programmes, Skill Development Initiatives, Research, Industry-Institute Interaction, Nurturing Innovation etc. The institutional library has access to DELNET, INFLIBNET and Autolib facilitate the remote access for Books and Journals. The college permits all the students of UG and PG degree programme to pursue dual degree courses, one thro regular mode and one thro distance mode. KKCAS is operating in regular mode and it is equipped to expand its services to spread its quality education beyond the boundaries through Distance Education/Online Education

Extended Profile

1.Programme

1.1   **16**

Number of programmes offered during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

2.Student

2.1   **571**

Total number of students during the year:

File Description	Documents
Institutional data in Prescribed format	View File

2.2   **184**

Number of outgoing / final year students during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

2.3   **558**

Number of students who appeared for the examinations conducted by the institution during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

3.Academic

3.1   **436**

Number of courses in all programmes during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

3.2   **35**

Number of full-time teachers during the year:

Extended Profile

1.Programme

1.1 Number of programmes offered during the year:	**16**

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

2.Student

2.1 Total number of students during the year:	**571**

File Description	Documents
Institutional data in Prescribed format	[View File](#)

2.2 Number of outgoing / final year students during the year:	**184**

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

2.3 Number of students who appeared for the examinations conducted by the institution during the year:	**558**

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

3.Academic

3.1 Number of courses in all programmes during the year:	**436**

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

3.2 Number of full-time teachers during the year:	**35**

File Description	Documents
Institutional Data in Prescribed Format	<u>View File</u>

3.3 Number of sanctioned posts for the year:	**39**

4.Institution

4.1 Number of seats earmarked for reserved categories as per GOI/State Government during the year:	**223**
4.2 Total number of Classrooms and Seminar halls	**38**
4.3 Total number of computers on campus for academic purposes	**250**
4.4 Total expenditure, excluding salary, during the year (INR in Lakhs):	**116.95**

Part B

CURRICULAR ASPECTS

1.1 - Curriculum Design and Development

1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.

The institution has designed and developed an effective curriculum relevant to local/national/regional/global developmental needs. It imparts quality education to empower students in rural areas and to face the global challenges. The autonomous status of the institution allows designing the curriculum in CBCS pattern which is revised twice a year. The programme objectives cater to the all-round development of the students which includes employability,

entrepreneurship and skill development. The Curriculum Development Cell develops the curriculum along with the syllabi on the basis of stakeholders' feedback and is presented and approved by the Board of Studies and Academic Council. Language papers on Tamil and Malayalam, Functional English, French and Hindi for enriching Regional, National & Foreign language skills. Value Based Education and Non Major Elective courses and Self-Study Courses enrich the overall development of the students. Non-credit courses like Aptitude and Soft Skills enhance the skills required for campus placements. Courses related to experiential/participative learning, Courses on Technical Skills, Career Development Courses, Skill Based Subjects like Mathematics for Competitive Examinations and Communication Skills, Sports and library, Allied courses, Core papers, Elective papers, Internship and Project, Online course, Job oriented courses and Co-Curricular / Extra Curricular Activities.

File Description	Documents
Upload additional information, if any	[View File](#)
Link for additional information	https://kkcas.edu.in/documents/cs/CS-SR7UG.pdf

1.1.2 - Number of Programmes where syllabus revision was carried out during the year

12

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	[View File](#)
Details of syllabus revision during the year	[View File](#)
Any additional information	[View File](#)

1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development offered by the Institution during the year

436

File Description	Documents
Curriculum / Syllabus of such courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	View File
MoUs with relevant organizations for these courses, if any	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of new courses introduced across all programmes offered during the year

34

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System

12

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	View File
List of Add on /Certificate programs (Data Template)	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values into the curriculum

The curriculum of the institution is incorporated with

crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability.

Courses offered under Self study course like Women's Rights and Human Rights provide awareness on the rights and entitlements as women. Women Empowerment Cell organizes awareness programme on Women Safety and Gender Sensitization. An Internal ComplaintsCommittee monitors the matters of sexual harassment and provides education to nearby villages girl children.

The institution offers courses like Ethics and Culture, Autobiography of Great Leaders, Self Study course on Gandhian Thoughts and Yoga for Human Excellence. Centre for Human Excellence is established for arranging several programmes to impart human values to the students.

Value Based Education on Environmental Studies educates students on proper preservation and utilization of natural resources. Institution practices eco-friendliness by growing thousands of trees, Miyawaki Forests, Medicinal Plants inside the campus and environment conservation through green campus with plastic-free zone. NSS and Green Club create environmental awareness.

Courses offered on Ethics and Culture and various courses in Commerce and Computer Science assist to educate students based on Principles of Business, Operations on Management, Barriers for Communication, Entrepreneurship etc. Consumer Club and Auditors Club spotlight on consumer and financial ethics.

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	View File
Any additional information	View File

1.3.2 - Number of value-added courses for imparting transferable and life skills offered during the year

5

File Description	Documents
List of value-added courses	View File
Brochure or any other document relating to value-added courses	View File
Any additional information	View File

1.3.3 - Number of students enrolled in the courses under 1.3.2 above

270

File Description	Documents
List of students enrolled	View File
Any additional information	View File

1.3.4 - Number of students undertaking field work/projects/ internships / student projects

488

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	View File
Any additional information	View File

1.4 - Feedback System

1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni   **A. All 4 of the above**

File Description	Documents
Provide the URL for stakeholders' feedback report	chrome-extension://oemmndcbldboiebfnladdac bdfmadadm/https://www.kkcas.edu.in/documen ts/IQAC/AnalysisandActionTakenReport%20/1. 4.1%20feedback%20Analysis%20and%20Action%2 0Taken%20Report%202023-24.pdf
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	View File
Any additional information	View File

1.4.2 - The feedback system of the Institution comprises the following   **A. Feedback collected, analysed and action taken made available on the website**

File Description	Documents
Provide URL for stakeholders' feedback report	chrome-extension://oemmndcbldboiebfnladdac bdfmadadm/https://www.kkcas.edu.in/documen ts/IQAC/AnalysisandActionTakenReport%20/1. 4.1%20feedback%20Analysis%20and%20Action%2 0Taken%20Report%202023-24.pdf
Any additional information	View File

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment of Students

2.1.1.1 - Number of students admitted (year-wise) during the year

222

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

218

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses students' learning levels and organises special programmes for both slow and advanced learners.

Student Induction Programme is organized for newly admitted students of I UG in the beginning of every academic year as per UGC instruction. Orientation is provided on the Vision and Mission, academic environment, infrastructure, duties and responsibilities, code of conduct, Outcome Based Education, examination procedures and assessment system etc. 30 hours Bridge course on English, Mathematics, Commerce, and Computer Science is conducted. Remedial courses are conducted for the students who fall short of marks in previous EAE to whom additional contact hours and learning materials are provided. The learning level of the Slow Learners is assessed and is categorized as per the marks secured in Continuous Internal Assessment. Additional coaching is provided for those students and Question bank is prepared in each semester. Tutor-ward system is followed that helps the students to overcome difficulties in learning. Advanced Learners are selected according to the academic performance of students in End Assessment Examination. They are encouraged to enroll in NPTEL, SWAYAM and MOOC online courses, Teacher-student Collaborative Research Publications and Research Projects, training programmes on professional examinations like Civil Services, Banking Services, Chartered Accountant, CMA, ACS, etc.., Seminars, Conferences, extracurricular activities, Extra Credit Courses, Self Study Courses, enhancing the Language skills etc.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.kkcas.edu.in/studentSupport&progression

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
Nil	571	35

File Description	Documents
Upload any additional information	[View File](#)

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 acknowledges the importance of student-centered approach in facilitating effective teaching / learning and adopted the following student centric methods

Experiential Learning

Experiential learning helps the students to receive a deeper understanding of content being taught. It has been implemented with the help of following Nesathodu Vasippom/Spoken English classes Group Discussion/Mock Interviews Internships Workshops Field Visits Industrial Visits Webinars /Seminars Quiz Practical Work

Participatory Learning

Students are actively involved in participatory learning process in which sequential activities or learning events help them to achieve an objective or outcome. The following activities that substantially involves students with the course content Collaborative and Interactive Learning Peer learning Role play Debates Group Discussion Poster Presentation Assignments Paper Presentations/Publications Model presentations/ New Product Development ,Exhibitions, Market Mela

Problem Solving Methodologies

The problem-solving process involve defining the problem, generating alternative solutions, evaluation, selecting an alternative, implementation and following up on the solution helps the students to solve problem. The following methodologies involve the students to enrich their problem solving capabilities. Case Studies Conferences Discussions on various issues Brain storming sessions. ICT is used as support tool to implement Student Centric

**Methods Language Lab SWAYAM-NPTEL SWAYAM PRABHA MOOCS Online
Courses Google Classroom Power Point Presentations**

File Description	Documents
Upload any additional information	[View File](#)
Link for additional Information	https://www.kkcas.edu.in/studentSupport&progression

2.3.2 - Teachers use ICT-enabled tools including online resources for effective teaching and learning

**The institution provides digital teaching and learning environment
for faculty and students with the help of e-learning resources to
support, and enhance the delivery of information. The following
ICT enabled tools are used in Teaching and Learning process.
Google Classroom, Google Meet, Zoom, Kahoot, Talking Yak, MOODLE
MIS, Smart classrooms, LCD projectors, Wi-Fi Facility, Online
Resources. The institution encourages the faculty and students to
take up online courses / resources for easy accessibility of
knowledge and to stay updated with current trend. N list, Swayam
NPTEL, Course Era, Udemy, Spoken Tutorial, Google Forms, Google
Sheets, E-Books, E-Journals, Computer Laboratories, SoloLearn,
INFLIBNET, Management Information System (MIS) facilitate teachers
to maintain a complete profile of students and act as a Faculty
Record Book with complete course details. Feedback from the
students on teaching methodologies is collected through MIS every
semester. The college is a member of NDL/N-List/DELNET/INFLIBNET
and students can access digital collection of journals and
articles through Ebooks and e-journals and EBSCO. The institution
uses Google Forms and Google Sheets to take survey for assessment,
feedback and reviews. Thus, the ICT enabled tools paved a great
way for teaching and learning and brought a tremendous change in
teaching pedagogy**

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	https://www.kkcas.edu.in/eLearningICT
Upload any additional information	[View File](#)

2.3.3 - Ratio of students to mentor for academic and other related issues

2.3.3.1 - Number of mentors

35

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	**View File**
Circulars with regard to assigning mentors to mentees	**View File**

2.3.4 - Preparation and adherence to Academic Calendar and Teaching Plans by the institution

The institution has a systematic process of preparation and adherence to academic calendar and teaching plan. The Calendar includes the details of academic programmes, curriculum structure, details of the courses, rules, regulations, facilities, scholarships, list of the staff, committees, working days with day order, holidays, dates of CIA Tests, EAE, Fee Remittance, list of activities and dates of national as well as religious importance. Academic Calendar is prepared and issued to the students and faculty at the beginning of every academic year and is uploaded in the college website. Adherence of Academic Calendar Conducts Examinations adhering to planned schedule Updation of departmental/club activities in Monthly report Execution of proposed department activities The Teaching Plan Teaching plan/Course plan is prepared prior to the commencement of every semester. The course faculty prepare unit-wise teaching plan, timetable, teaching aids, methods of teaching learning and assessment process. Adherence of the Teaching Plan Teaching Plan consists of planned/actual lecture hours, proposed/actual date of completion of each unit, reason for deviation, Text book and reference books prescribed. Course Plan includes the details of the courses, assignments, and the examination pattern. Log book includes their timetable, Assignment, Syllabus, Teaching Plan, Nominal roll, Topics discussed with dates, etc

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	**View File**

2.4 - Teacher Profile and Quality

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

13

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	View File
List of the faculty members authenticated by the Head of HEI	View File
Any additional information	View File

2.4.2 - Number of full-time teachers with PhD/ D.M. / M.Ch. / D.N.B Super-Specialty / DSc / DLitt during the year

6

File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	View File
Any additional information	View File

2.4.3 - Total teaching experience of full-time teachers in the same institution: (Full-time teachers' total teaching experience in the current institution)

72

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	View File
Any additional information	View File

2.5 - Evaluation Process and Reforms

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

14

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	View File
Any additional information	View File

2.5.2 - Number of students' complaints/grievances against evaluation against the total number who appeared in the examinations during the year

3

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	View File
Upload any additional information	View File

2.5.3 - IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in the Examination Management System (EMS) of the Institution

The institution has integrated Information Technology (IT) into its examination and assessment procedures with considerable improvement in the examination management system and has a well-established Office of Controller of Examinations. The Examination Committee prepares the Examination Calendar every year and publishes the same in the College website after the approval of the Principal. The Examinations are conducted by the team of faculty members constituted by CoE. MCQ questions are provided for Online Examination conducted through Moodle, Google forms and CMS. The CoE issues the examination timetable one month before the commencement of examination. IT & Exam Reforms The Office of CoE has fully automated Examination Management System. Mark entry, Grade, Percentage and Cumulative Grade Point Average (CGPA), preparation and analysis of results are automated. The examination reforms such Question Paper Scrutiny Board, Vigilance Squad for EAE, Adoption of Dummy Numbering System, Double Valuation for PG, Evaluation through Rubrics, Moderation Marks, computerized Mark Sheets, Rapid Result Declaration, Grievance Redressal Committee, Provision for getting photocopies of Answer scripts, Revaluation & Re- totaling, Improvement Examination, Supplementary Examinations, Online student verification, Choice Based Credit System,

Initiative for National Academy Depository, Scribes for Physically Challenged The institution follows Outcome Based Education (OBE) pattern.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional Information	https://kkcas.edu.in/NAAC/Criteria-II/aveonmanual.pdf

2.6 - Student Performance and Learning Outcomes

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

The graduate attributes of students are derived from the vision, mission and goals of the institution. The OBE policy provides the institutional guidelines for designing, mapping and attainment of outcomes. The POs, PSOs and COs are integral for holistic development are displayed on the website and communicated to faculty members and students. At the successful completion of the programme, the graduates will be able to gain communication, critical thinking, problem solving, dynamism, team building & technical skills, in-depth domain knowledge, positive attitude, interdisciplinary knowledge, professional ethics and social values, self-awareness and emotional intelligence, entrepreneurship qualities, societal responsibility and thirst for knowledge through lifelong learning. The guidelines formulated by IQAC are followed in preparing POs. Course Outcomes are designed in co-ordination with PO's and PEO's. COs consist of the expected knowledge to be gained by the students on the completion of the Course. COs are mapped with POs. The Curriculum of each department is framed so as to attain the programme outcomes. Graduate Attributes, PEO's, PO's and CO's are approved by the Curricular Development Cell, Board of Studies and Academic Council. The institution organizes Guest Lectures, FDP and Orientation Programme based on OBE, POs, PEOs and COs by inviting experts

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	View File
Upload any additional information	View File
Link for additional Information	https://www.kkcas.edu.in/documents/IT/IT%20SR7%20UG.pdf

2.6.2 - Attainment of Programme Outcomes and Course Outcomes as evaluated by the institution

The institution has formulated PEOs, POs and COs for all courses and programmes offered. The attainments of Outcomes are measured using Direct & Indirect Methods. The CIA and EAE assess the knowledge and skills defined by the course outcomes, directly from performance. The attainment of COs is measured through direct method for the batch admitted from 2021 onwards. Course attainment is evaluated by taking a survey after the completion of each course at the end of semester. A Questionnaire is framed with course outcomes of the particular course and ratings are made by the students. The average of the ratings given by the students for each course outcome is calculated to assess the attainment of CO's. CO attainment is calculated using the indirect method from batch 2019 onwards. The attainment of PO is calculated using the direct method for the batch admitted from 2021 onwards. Through Indirect methods, PO attainment is calculated using the attainment of the Course Outcomes contributing to that particular PO.Entrepreneurship, Placement, Higher Education, and Researchparameters are used to measure the performance of students after completion of the programmes. PO attainment is calculated using the indirect method from batch 2019 onwards.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://www.kkcas.edu.in/obemanual

2.6.3 - Pass Percentage of students

2.6.3.1 - Total number of final year students who passed in the examinations conducted by Institution

182

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	View File
Upload any additional information	View File
Paste link for the annual report	https://www.kkcas.edu.in/documents/exam/ANUAL%20REPORT%20-%20COE-%202023-2024.pdf

2.7 - Student Satisfaction Survey

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

https://www.kkcas.edu.in/documents/SSS2023-2024.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Promotion of Research and Facilities

3.1.1 - The institution's research facilities are frequently updated and there is a well-defined policy for promotion of research which is uploaded on the institutional website and implemented

The institution has a well defined Research Policy for promotion of research culture and is uploaded in institution website. The Research Advisory Committee has been constituted with the Principal as Chairman, Dean as Coordinator, and all research guides as members. The methods and way of improving research activities are discussed in the Research Committee Meeting. The committee reviews all research projects carried out in our college regardless of the funding agency. The institution has a special chamber with computer systems for research scholars with internet and Inflibnet facility, G-SUITE and adopts the parent university norms for Research Ethics which focuses to promote research of the highest quality. Ethics Committee has been constituted to protect potential Scholars in the research and finds out the level of plagiarism. The institution provides monetary benefits and other allowance such as financial assistance and on-duty for attending seminars, conferences, workshops and FDPs, Seed Money for research projects, Rs.1000 for publishing research articles in reputed journals and fee concession for faculty who pursue PhD in our institution. Research Circle guides and monitors the progress of the researchers to complete within the stipulated time. Intellectual Property Rights Cell assists the researchers in

applying for patents and copyrights.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	<u>View File</u>
Provide URL of policy document on promotion of research uploaded on the website	<u>https://www.kkcas.edu.in/documents/NAAC/RESEARCH%20POLICY.pdf</u>
Any additional information	<u>View File</u>

3.1.2 - The institution provides seed money to its teachers for research

3.1.2.1 - Seed money provided by the institution to its teachers for research during the year (INR in lakhs)

0

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	<u>View File</u>
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	<u>View File</u>
List of teachers receiving grant and details of grant received	<u>View File</u>
Any additional information	<u>View File</u>

3.1.3 - Number of teachers who were awarded national / international fellowship(s) for advanced studies/research during the year

0

File Description	Documents
e-copies of the award letters of the teachers	View File
List of teachers and details of their international fellowship(s)	View File
Any additional information	View File

3.2 - Resource Mobilization for Research

3.2.1 - Grants received from Government and Non-Governmental agencies for research projects, endowments, Chairs during the year (INR in Lakhs)

0

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	View File
List of projects and grant details	View File
Any additional information	View File

3.2.2 - Number of teachers having research projects during the year

0

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://www.kkcas.edu.in/ResearchPolicies
List of research projects during the year	View File

3.2.3 - Number of teachers recognised as research guides

1

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	View File
Institutional data in Prescribed format	View File

3.2.4 - Number of departments having research projects funded by Government and Non-Government agencies during the year

0

File Description	Documents
Supporting document from Funding Agencies	View File
Paste link to funding agencies' website	https://www.kkcas.edu.in/aboutTrust
Any additional information	View File

3.3 - Innovation Ecosystem

3.3.1 - Institution has created an ecosystem for innovations and creation and transfer of knowledge supported by dedicated centres for research, entrepreneurship, community orientation, incubation, etc.

The institution has established the Institution's Innovation Council (IIC) as per Ministry of Education guidelines. Research and Development Cell was established to foster research and innovation by organizing seminars, workshops, and training programmes on IPR etc. The institution has also established a Centre for Research and Development for promotion of research and Entrepreneurship Development Cell (EDC) for creating awareness on entrepreneurship. Seed money is released for the faculty members for promoting research. The institution has established a Center for Research to produce research scholars in Commerce and Computer Science streams. Faculty members are encouraged to publish their research articles in reputed journals. The faculty members have submitted various research proposals to Government and Non-Government agencies like TNSCST, ICSSR, RBI etc. IPR Cell is established in the campus to guide the researchers to file patents and copyrights, apart from conducting workshops on Intellectual Property Rights. The institution has Programmer Club, Web DevelopersClub and Science Club to facilitate and encourage new innovators. Entrepreneurship Development Cell organizes

seminars/workshops/training programmes and Market Mela regularly
to motivate students to become entrepreneurs. The institution has
a tie up with Coimbatore Institute Engineering Technology where
the KKCAS makes use of the Technology Business Incubator (TBI).

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.kkcas.edu.in/clubsCellsCenters Academy

3.3.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR), Entrepreneurship and Skill Development during the year

10

File Description	Documents
Report of the events	[View File](#)
List of workshops/seminars conducted during the year	[View File](#)
Any additional information	[View File](#)

3.4 - Research Publications and Awards

3.4.1 - The Institution ensures implementation of its Code of Ethics for Research uploaded in the website through the following: Research Advisory Committee Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check through authenticated software

A. All of the above

File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	[View File](#)
Any additional information	[View File](#)

3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year

3.4.2.1 - Number of PhD students registered during the year

1

File Description	Documents
URL to the research page on HEI website	https://www.kkcas.edu.in/ResearchGuidesand Scholars
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	View File
Any additional information	View File

3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website during the year

5

File Description	Documents
List of research papers by title, author, department, and year of publication	View File
Any additional information	View File

3.4.4 - Number of books and chapters in edited volumes / books published per teacher during the year

3

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.kkcas.edu.in/documents/NAAC/3. 4.4%20Book%20and%20Chapters%2023-24.pdf

3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed

3.4.5.1 - Total number of Citations in Scopus during the year

0

File Description	Documents
Any additional information	View File
Bibliometrics of the publications during the year	View File

3.4.6 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-Index of the University

3.4.6.1 - h-index of Scopus during the year

0

File Description	Documents
Bibiliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	View File
Any additional information	View File

3.5 - Consultancy

3.5.1 - Revenue generated from consultancy and corporate training during the year (INR in lakhs)

0

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	View File
List of consultants and revenue generated by them	View File
Any additional information	View File

3.5.2 - Total amount spent on developing facilities, training teachers and clerical/project staff for undertaking consultancy during the year

0

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	View File
List of training programmes, teachers and staff trained for undertaking consultancy	View File
List of facilities and staff available for undertaking consultancy	View File
Any additional information	View File

3.6 - Extension Activities

3.6.1 - Extension activities carried out in the neighbourhood sensitising students to social issues for their holistic development, and the impact thereof during the year

The institution imparts holistic learning ambience through extension activities and inculcating the social values among students which in turn make them to contribute for the nation's development. The institution has NSS, YRC, Women Empowerment Cell, RRC, ECO Club, RRC, Consumer Club etc conducts various events for the socio economic development. Co-curricular & Extra-Curricular activities are mandatory in the college and are a part of the curriculum framework. The institution conducts extension programmes to execute the schemes announced by state and central government. The institution also organizes Tree plantation Campaign, Campus cleaning, Rain water harvesting, Awareness rally on prevention of Dengue and Drug abuse, Medical Camp, Visit to orphanage, Blood Donation camp etc. Eco Club is committed towards raising social awareness regarding environmental issues. Activities like plastic awareness, environment awareness are conducted. The Consumer Club motivates students about rights and responsibilities of consumers by organizing orientation programmes, competitions etc. The extension activities through various clubs inculcates holistic values, social responsibility, balanced development of students' personality, awareness on social issues and make them socially conscious.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.kkcas.edu.in/nssyrc&rrc

3.6.2 - Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government-recognised bodies during the year

0

File Description	Documents
Number of awards for extension activities in during the year	[View File](#)
e-copy of the award letters	[View File](#)
Any additional information	[View File](#)

3.6.3 - Number of extension and outreach programmes conducted by the institution through NSS/NCC/Red Cross/YRC, etc. during the year (including Government-initiated programmes such as Swachh Bharat, AIDS Awareness, and Gender Sensitization and those organised in collaboration with industry, community and NGOs)

23

File Description	Documents
Reports of the events organized	[View File](#)
Any additional information	[View File](#)

3.6.4 - Number of students participating in extension activities listed in 3.6.3 during the year

320

File Description	Documents
Reports of the events	[View File](#)
Any additional information	[View File](#)

3.7 - Collaboration

3.7.1 - Number of collaborative activities during the year for research/ faculty exchange/ student exchange/ internship/ on-the-job training/ project work

343

File Description	Documents
Copies of documents highlighting collaboration	[View File](#)
Any additional information	[View File](#)

3.7.2 - Number of functional MoUs with institutions of national and/or international importance, other universities, industries, corporate houses, etc. during the year (only functional MoUs with ongoing activities to be considered)

27

File Description	Documents
e-copies of the MoUs with institution/ industry/ corporate house	[View File](#)
Details of functional MoUs with institutions of national, international importance, other institutions etc. during the year	[View File](#)
Any additional information	[View File](#)

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The institution sprawls over a land area of 10.58 acres, surrounded by green hillocks. The college has three academic blocks with 38 class rooms, Seminar hall, Conference hall and an auditorium with built up areas of 14322 sq.mt.

The institution has 43 spacious and naturally ventilated classrooms with provision for internet connection through Wi-Fi/LAN, ICT facilities and LCD Projectors. The institution has four computer laboratories equipped with adequate systems with total of 282 computers connected on the network. Internet facility is available for all the systems in the lab with 50 Mbps bandwidth.

The institution has a spacious seminar hall with 200 seating capacity and Auditorium with 600 seating capacity.

The institution has well equipped library sprawls over 3905 sq.ft

, accommodating 60 users, with 15,392 books, 65 journals and magazines, and 51,746 e-books and digital resources. An exclusive library for Kovai Kalaimagal Academy for Competitive Examinations over 613 sq.ft and 30 seating capacity has stock of 237 books.

The institution has Placement Cell, Yoga and Meditation Room, Sick Room, Hostel for Boys & Girls, Stationary, Canteen, Cafeteria, CCTV surveillance, Adequate parking facility, 960 KVA generator for uninterrupted power supply with 750 KVA, Fire Extinguishers and RO drinking water.

File Description	Documents
Upload any additional information	[View File]()
Paste link for additional information	https://www.kkcas.edu.in/infraStructureFacilities

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

The institution has ample facilities for indoor and outdoor sports and games and to host tournaments. The college encourages the sports students with the provision of sports scholarship. Sports Meet is conducted annually. The facilities for outdoor games like Athletics, Cricket, Football, Volleyball, Basketball, Handball, Throw ball, Kho – Kho, Badminton, Kabaddi. etc., and facilities for indoor games like Carom, Table Tennis and Chess are made available in the campus.

The institution allocated weekly two hours for sports and games for each department. Gymnasium is available in ladies hostel with 961sq.ft and in boys hostel with 1500 sq.ft. 8 –Station Multigym Equipments and Single Station Equipment for health and fitness.

The Institution takes celebrate 'International Yoga Day' every year and regular yoga sessions were organized for both faculty and students to lead a healthy lifestyle. The college encourages Cultural activities like singing, dancing, mime, skit, drama, Mimicry, Mono act etc through the Fine Arts Club.

The students exhibit their talents in cultural during Intercollegiate, inter-departmental competitions, Cultural day, Annual day and in any other special occasion in the college. The College has an air-conditioned auditorium, band system, and audio

system with a seating capacity of 500.

File Description	Documents
Geotagged pictures	View File
Upload any additional information	View File
Paste link for additional information	https://www.kkcas.edu.in/infraStructureFacilities

4.1.3 - Number of classrooms and seminar halls with ICT-enabled facilities

33

File Description	Documents
Upload any additional information	View File
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

0

File Description	Documents
Upload audited utilization statements	View File
Details of Expenditure, excluding salary, during the years	View File
Any additional information	View File

4.2 - Library as a Learning Resource

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

The library was housed in an area of 3905 sq.ft with 60 seating capacity and stock of 15,392 books and 65 journals and magazines

in all disciplines. An exclusive library for Kovai Kalaimagal Academy for Competitive Examinations (KKACE) 613 sq.ft and 30 seating capacity has stock of 237 books. Our library has membership in NLIST, DELNET, & NDL.

The library was fully automated using "College Management System (CMS) in 2021. Students and Staff can see the availability of books and other library resources via the OPAC. The computers and software are updated regularly. The E-Gate Entry, Unique Bar Code of the identity card validates the entry and exit of the library users. There are records on the specifics of the book distribution to faculty, staff, and research scholars.

Internal stock verification is carried out by the committee constituted by the Principal. Each book in the library has an allocated accession number and barcode. Title, author, publication, and other information are included in book catalogue. Every UG student will be issued with three Library Cards and PG student will be issued with five Library Cards. Library borrower cards are valid for the entire duration of the course to access library facilities.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.kkcas.edu.in/library

4.2.2 - Institution has access to the following: **A. Any 4 or more of the above**
e-journals e-ShodhSindhu Shodhganga
Membership e-books Databases Remote
access to e-resources

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	View File
Upload any additional information	View File

4.2.3 - Expenditure on purchase of books/ e-books and subscription to journals/e-journals

during the year (INR in lakhs)

1.08

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

4.2.4 - Usage of library by teachers and students (footfalls and login data for online access)

4.2.4.1 - Number of teachers and students using the library per day during the year

314

File Description	Documents
Upload details of library usage by teachers and students	View File
Any additional information	View File

4.3 - IT Infrastructure

4.3.1 - Institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities

The institution has well developed IT facilities accessible to both staff and students and has IT policy addressing standards on IT Service Management, Information Security, Network Security, and Software Management. The college has dynamic website that provides all the necessary information needed. Computer Lab is entrusted with authority for system, network administration and OS installation, IP addresses allocation, proxies and e-Mail relays.

The institution has adopted digital learning through ICT as a part of teaching and learning process and has an exclusive licensed application like Google Classroom, Google Meet etc. LCD projectors are fixed in the classrooms to integrate technology in teaching with class room practices. The institution has 282 desktop computers, 14 normal printers and 3 printers with scanning facility. Regular up gradation is carried out through purchase of systems with latest configuration. The IT facility is revamped at regular intervals and Campus Network Control Centre is maintained

by the IT Section.

The institution has leased line Internet facility with bandwidth of 50 Mbps, SSL Certificate for encrypted connection, uninterrupted power supply of 50 KVA entire and Wi-Fi enabled campus. The entire campus is under the surveillance of 10 CCTV cameras, with an overall viewing facility at Principal's office.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.kkcas.edu.in/documents/policies/16%20IT%20POLICY.pdf

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
571	250

File Description	Documents
Upload any additional information	[View File](#)

4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus

A. ?50 Mbps

File Description	Documents
Details of bandwidth available in the Institution	[View File](#)
Upload any additional information	[View File](#)

4.3.4 - Institution has facilities for e-content development: Facilities available for e-content development Media Centre Audio-Visual Centre Lecture Capturing System (LCS) Mixing equipments and software for editing

A. All four of the above

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.kkcas.edu.in/eContent
List of facilities for e-content development (Data Template)	View File

4.4 - Maintenance of Campus Infrastructure

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

0

File Description	Documents
Audited statements of accounts	View File
Upload any additional information	View File

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

The institution has established systems and procedures for maintenance and upkeep of various Physical, academic and support facilities. The Estate Officer regularly monitors and supervises the overall infrastructure and ensures its upkeep, repair, and maintenance within the college. The systematic procedure is followed in the college for the purchase, maintenance, repair, repurchase or writing off the infrastructure facilities.

The institution has 282 computers in four laboratories, office, library and departments. Computer and internet facilities are under the maintenance of System administrator. The Chief Librarian and Assistant Librarian will take care of the Library and related works. Library Advisory Committee meets regularly to finalize on purchase of books online journals, maintenance of the library, upgrading online facilities etc.

The Director of Physical Education and Assistant Director of Physical education are the responsible authorities to maintain the sports materials and Gymnasium.

The canteen committee inspects the canteen's ambience, quality of

the food, and hygiene of physical facilities periodically and the grievances from students rectified rapidly. The Form-C license under Food Safety and Standards Act 2006 ensures the standard and hygiene of food production and service to the inmates.

Service personnel monitor the generator's performance through an Annual Maintenance Contract.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.kkcas.edu.in/infraStructureFacilities

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefitted by scholarships and freeships provided by the Government during the year

43

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	[View File](#)
Upload any additional information	[View File](#)

5.1.2 - Number of students benefitted by scholarships and freeships provided by the institution and non-government agencies during the year

277

File Description	Documents
Upload any additional information	[View File](#)
Institutional data in prescribed format	[View File](#)

5.1.3 - The following Capacity Development   A. All of the above

and Skill Enhancement activities are organised for improving students' capabilities Soft Skills Language and Communication Skills Life Skills (Yoga, Physical fitness, Health and Hygiene) Awareness of Trends in Technology

File Description	Documents
Link to Institutional website	https://www.kkcas.edu.in/capacitydevelopmentandskillenhancementactivities
Details of capability development and schemes	View File
Any additional information	View File

5.1.4 - Number of students benefitted from guidance/coaching for competitive examinations and career counselling offered by the institution during the year

184

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The institution adopts the following mechanism for redressal of students' grievances, including sexual harassment and ragging: Implementation of guidelines of statutory/regulatory bodies Creating awareness and implementation of policies with zero tolerance Mechanism for submission of online/offline students' grievances Timely redressal of grievances through appropriate committees

A. All of the above

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

5.2 - Student Progression

5.2.1 - Number of outgoing students who got placement during the year

184

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

5.2.2 - Number of outgoing students progressing to higher education

57

File Description	Documents
Upload supporting data for students/alumni	View File
Details of students who went for higher education	View File
Any additional information	View File

5.2.3 - Number of students qualifying in state/ national/ international level examinations during the year

5.2.3.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government examinations) during the year

File Description	Documents
Upload supporting data for students/alumni	[View File](#)
Any additional information	[View File](#)

5.3 - Student Participation and Activities

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

05

File Description	Documents
e-copies of award letters and certificates	[View File](#)
Any additional information	[View File](#)

5.3.2 - Presence of an active Student Council and representation of students in academic and administrative bodies/committees of the institution

The institution has Student Council constituted with Chairman, Vice Chairman, Secretary, Joint Secretary, Treasurer, Joint Treasurer, Cultural Secretary and Sports Secretary who are elected from the third year, second year and first year students respectively in order to have an effective platform for organizing, planning, monitoring and administrating the activities of the College. The Council member along with all the students actively involves in the Department activities, organizing various co-curricular and extracurricular events. Apart from the Associations, the College has 13 Clubs, 2 Cells, 3 Centers and KKACE in which the students take effective participation to enrich their knowledge and Skills. The students are included as members in Board of Studies and Internal Quality Assurance Cell to share their views and ideas for further Development. Feedbacks are collected from students regarding curriculum development and about content delivery by faculty. The students are also members in various Statutory and Non-Statutory Bodies such as Internal Complaints Committee, Anti-Ragging Committee, Hostel Committee, Sports Committee and Class Committee for enhancing the quality of the education. The Students also take initiative to organize and participate in Extra Curricular Activities, Co-curricular activities and other activities of the College. Students take effective participation in organizing sports events.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.kkcas.edu.in/clubsCellsCenters Academy

5.3.3 - Number of sports and cultural events / competitions organised by the institution

35

File Description	Documents
Report of the event	View File
List of sports and cultural events / competitions organised per year	View File
Upload any additional information	View File

5.4 - Alumni Engagement

5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute significantly to the development of the institution through financial and other support services

KKCAS Alumni Association is a registered Association which maintains regular contact with the alumni and former faculty through various social media connecting points. The Association organizes seminars, awareness programmes, distribution of scholarships to the needy students, organization of re-union programmes etc. Notable Alumni are invited as a Resource Person for the Finishing School Programme / Seminars to guide the students to update current trends in their respective fields and also train them for increasing the employability skills. Alumni those who are holding a good position in a Company/ or an Entrepreneur provide Placements and Internship to the current students. Alumni are the ambassadors of the Institution. They take effective participation in bringing admissions to the college by way of giving "Career Development Programme" for higher secondary students and motivate them to join in our institution. Alumni also help the students by providing financial support for those who are socially /economically backward. Alumni are members in various statutory bodies such as Board of Studies / Internal Quality Assurance Cell etc. Every year, Alumni's Sponsor for organizing competition such as Sports events, Cow Decoration and Pongal

Festival. Many alumni have been appointed, as faculty or administrative/support staff, at the Institution.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional Information	https://kkcas.edu.in/Alumini

5.4.2 - Alumni's financial contribution during the year   **B. 10 Lakhs - 15 Lakhs**

File Description	Documents
Upload any additional information	[View File](#)

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the Institution

The institution under the Management of Kovai Kalaimagal Educational Trust is a self-financing institution serving the students from rural areas. It has the vision to educate the children from rural areas with most of them as first generation learners. The institution encourages admitting girl students since they are discriminated against gender and education in rural areas. The institution strives to empower students from rural areas by offering education to them at least cost.

Teachers have their representation in administrative and academic bodies like Governing Body, College Committee, Academic Council, Finance Committee and Board of Studies. The Internal Quality Assurance Cell is constituted as per norms regulated by NAAC. It formulates the strategic plan for academic, research and extension activities of the College.

The following are the strategic plans to be implemented in the upcoming years to augment quality and excellence in higher education.

Promote interdisciplinary teaching and research

Promote more MoUs with reputed institutions

Strengthen alumni networks and mentorship programs.

Implement AI-powered learning platforms and virtual reality.

Strengthen Campus placement and training facility through more industry linkages.

Apart from these, it is mandatory to have teacher-representatives to foster collaborative administration in all committees constituted by Principal.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional Information	https://kkcas.edu.in/about-us

6.1.2 - Effective leadership is reflected in various institutional practices such as decentralization and participative management

The Curriculum Design and Development process involves planning, implementation and evaluation. The curriculum design as well as the revision of curriculum is framed by the Curriculum Development Cell, Boards of Studies and the Academic Council.

The components of the curriculum are Languages, Core Courses, Allied Courses, Electives, Value Based Subjects, Skill Based Subjects, Non Major Electives, Self Study Course, Non Credit Courses, Extension Activities, Job Oriented Courses, Online Courses, Extra Credit Courses, Internship and Student Projects.

The Curriculum Development Cell frames the structure with above components and syllabus to be followed. Our institution follows an effective feedback system in the process of curriculum enrichment. The members of CDC discuss and finalize the syllabus to be revamped and new courses to be introduced. The drafted copy is forwarded to the Boards of Studies for refinement.

The drafted syllabus of each individual course is submitted before the members of the BoS for discussion and suggestions, after which the syllabus is finalized and the approved by the Academic Council.

The Institution practices decentralized and participative management approach in all its activities and initiatives by

involving Management, Principal, HoDs, Faculty members and students.

File Description	Documents
Upload strategic plan and deployment documents on the website	[View File](#)
Upload any additional information	[View File](#)
Paste link for additional Information	https://kkcas.edu.in/StrategicPlanDeployment

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ Perspective plan has been clearly articulated and implemented

The Strategic / Perspective plan aims to establish the vision and mission of our college and provides extensive road map that will lead the institution forward and ensure the success of our students. College Management System supports in managing the data and producing automated reports. The Faculty Members, Students, and Administrative Staff utilize CMS for the conversion of all academic and administration work through online and converting as paperless office.

Administrators, Faculty Members and Administrative assistants involved in the implementation of CMS in Finance and Accounts, Student Admission and Support, Administration and Examination

Through M/S Aveon InfoTech Private Limited, Coimbatore as vendor, CMS was implemented. This assist facilities like online fees payment, online test, attendance, etc. The MIS team offered a number of demonstrations and training sessions on the use of all aspects of the software. To maintain and manage CMS, the institution formed a team under the Faculty of Computer Applications.

Later, the facilities that incorporate the components related to Administration and Student's support was implemented and utilized for easy accessibility at anywhere and anytime. Periodical up gradation of the usage of software benefitted staff to adopt the system into their day-to-day professional activities.

File Description	Documents
Strategic Plan and deployment documents on the website	[View File](#)
Paste link for additional information	https://kkcas.edu.in/StrategicPlanDeployment
Upload any additional information	[View File](#)

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

The institution is governed by Board of Management and Secretary of Kovai Kalaimagal Educational Trust. The Principal takes care of the internal administration and assisted by various functional heads of the college. The institution has an organizational structure and Organogram with the defined policies and functions. The statutory and non-statutory bodies are constituted adhering to the norms and regulations of UGC and Bharathiar University.

The statutory body comprises Governing Body, College Committee, Academic Council, Finance Committee, Board of Studies and IQAC. The Governing Body supports the development through planning and execution, approves Annual budget, etc. The Academic Council approves the proposals of Board of studies with regards to the course of study, academic regulations, curricula, syllabi and modifications.

Board of Studies prepares syllabi for various courses, keeping in the view of objectives of the college, and the needs of the stakeholders, and suggests methodologies for innovating teaching and evaluation.

Finance Committee acts as an advisory body to the Governing Body and prepare budget estimation. Non-Statutory bodies look after the overall planning and execution of the academic, non-academic, co-curricular and extra-curricular activities. Service Rules, Standard Operating Procedures, HR Policy and College Manual are created for various academic and administrative processes.

File Description	Documents
Paste link to Organogram on the institution webpage	https://kkcas.edu.in/documents/Organogram.png
Upload any additional information	View File
Paste link for additional Information	https://kkcas.edu.in/documents/Organogram.png

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Documen	View File
Screen shots of user interfaces	View File
Details of implementation of e-governance in areas of operation	View File
Any additional information	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff and avenues for their career development/ progression

The institution takes effective measures for the welfare of teaching and non teaching faculty in all aspects.

Casual leave, medical leave and maternity leave

Winter and Summer Vacation

On Duty for staff attending seminars and conferences

Compensation leave for faculty members

Special leave for pursing higher studies

Late/Permissions for 2 hours per month

Monetary benefits

Employee Provident fund

Group insurance covering accidents and unexpected demise

Free transportation for all non-teaching staff and at subsidy rate for teaching staff members

Special increment on award on M.Phil & PhD

Facilities to avail the loan for employees

HOD/Dean/Other allowances on the faculty promotion

Financial support to the faculty members who register for research in our college

Cash award provided UGC CARE journal publication

Free food and accommodation for the staff staying in the college hostel

Financial support in the form of scholarship to the wards of the staff members

Seed money to faculty members to take up research projects

Festival advance and credit facility for non teaching staff

Awards and Certificates during Annual Day

Facility for indoor and outdoor games for faculty

Facilities for career developments

Annual tour and recreation for faculty

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://kkcas.edu.in/StaffWelfarePolicies

6.3.2 - Number of teachers provided with financial support to attend conferences / workshops

and towards payment of membership fee of professional bodies during the year

25

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development / administrative training programmes organized by the Institution for its teaching and non-teaching staff during the year

02

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	View File
Upload any additional information	View File

6.3.4 - Number of teachers who have undergone online/ face-to-face Faculty Development Programmes during the year: (Professional Development Programmes, Orientation / Induction Programmes, Refresher Courses, Short-Term Course, etc.)

13

File Description	Documents
Summary of the IQAC report	View File
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	View File
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly

The Institution has strong Internal and External Audit Mechanism. The Finance Committee as per the regulations monitors all the

financial aspects of the Institutions.

Internal Audit Mechanism

Annual budget is prepared after collecting the budgets from various functional heads. The budget is thoroughly discussed in Finance Committee and the final budget is submitted to the management for the approval in the beginning of the year. Once it is approved, the management commits / allocates funds for the budgeted expenses.

The Finance committee reviews the expenditure with the budgets for adherence and deviation if any is discussed for remedial action. The Internal audit is conducted on daily basis by Finance Officer. Every Semester, Finance Committee Meeting is conducted to review the Income and Expenditure statements and audit issues. The library, computers, Furniture's stock verification is done annually and the report is submitted to Finance Committee.

External Audit Mechanism

External audit is conducted once in three months by qualified Chartered Accountant. Audit objections if any will be submitted to Finance Committee as well as to the management for necessary action. After conducting External audit/Statutory audit, accounts will be submitted to Income Tax Department with filling of IT returns every Year without fail.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://kkcas.edu.in/ResourceMobilizationPolicy

6.4.2 - Funds / Grants received from non-government bodies, individuals, and philanthropists during the year (not covered in Criterion III and V) (INR in lakhs)

0

File Description	Documents
Annual statements of accounts	View File
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	View File
Any additional information	View File

6.4.3 - Institutional strategies for mobilisation of funds and the optimal utilisation of resources

The institution mobilizes sufficient funds with budgetary provision for perspective growth, staff welfare and holistic development of the students. The institution is committed to provide sufficient funds for the activities like academics, research, sports and other extension activities apart for the development of the infrastructure facilities.

Mobilization of Funds

Since the Institution is Self-Financing Institution it mainly depends upon the students' fee for funds. The institution encourages the faculty members to apply for funding projects to conduct various programmes like seminars, conferences, Research Activities, etc. The faculty members are encouraged to mobilize funds through consultancy services. The Institution is recognized as a center for various exams and training programmes through which considerable amount is mobilized.

Utilization of Funds

The sufficient and judicious allocation of the funds is made for various activities like academics, research, staff welfare and students' welfare etc. Proper fund allocation is made in the budget for extension activities like sports, games and other extracurricular activities for the holistic development of the students. Since there is a proper and lowest budgeting system, the funds are optimally utilized for the quality enhancement and holistic development for the staff and students.

File Description	Documents
Upload any additional information	[View File]
Paste link for additional Information	https://kkcas.edu.in/ResourceMobilizationPolicy

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance strategies and processes visible in terms of incremental improvements made during the preceding year with regard to quality (in case of the First Cycle): Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles)

IQAC was established with the goal of improving quality and ensuring sustainability. IQAC has developed a strategy for consciously and consistently improving the Institution's overall performance. The IQAC is an integral part of the institution's quality assurance and enrichment processes. IQAC audits and keeps records on all actions carried out at the institution.

The IQAC functions efficiently under the leadership of Principal and IQAC Coordinator in accordance with guidelines framed by NAAC. It's primary objective is to facilitate holistic academic excellence by actively engaging in various initiatives and endeavors.All activities carried out in the institution are audited and maintained on file by IQAC.

Additionally, the IQAC plays a vital role in gathering feedback from stakeholders, preparing AQAR report, conducting internal and external AAA audit, monitoring teaching, learning and evaluation process, organizing workshops, seminars, FDP and PDP for both teaching and non teaching staff. The IQAC coordinates with various clubs, cells and committees and suggests them in planning effective events for students. By promoting continuous improvement and innovation, it strives to elevate the standards of education and administration, ultimately contributing to the development and success of the institution

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://kkcas.edu.in/IQAC

6.5.2 - The institution reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC as per norms

Feedback System

In teaching learning process, feedback was collected on curricular aspects from the all the stakeholders. The institution has started allowing students to study the curriculum for every subject in order to boost the dedication of both professors and pupils. According to the Board of Studies members' feedback, teaching, research, and institutional processes are evaluated for both strengths and shortcomings. The College Council consists of Principal and senior faculty members who are responsible for monitoring and reviewing the institution's teaching, learning, and other activities. The Class Committee Meeting is conducted at the end of every semester on academic and non-academic issues.

ICT Tools in Teaching & Learning

For an effective teaching and learning process, the institution makes use of ICT-enabled tools. IQAC prepares the plan and motivates teachers to use the resources in classrooms and laboratories. Google classroom plays pivotal role in teaching-learning process. Online learning portals like Swayam, NPTEL, etc assist the students to improve their learning process. The institution has ICT classrooms and LCD projectors for effective curriculum delivery and also provides Moodle platform for online learning and conducts online tests. Aveon software was introduced to manage and record the academic related activities. Online library resources like DELNET and INFLIBNET are available at a well-stocked library.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://kkcas.edu.in/IQACMeetingMinutes

6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used for improvement of the institution Collaborative quality initiatives with other institution(s) Participation in NIRF Any other quality audit recognized by state, national or international agencies (such as ISO Certification)

`A. Any 4 or all of the above`

File Description	Documents
Paste the web link of annual reports of the Institution	https://kkcas.edu.in/AnnualReport
Upload e-copies of accreditations and certification	[View File]()
Upload details of quality assurance initiatives of the institution	[View File]()
Upload any additional information	[View File]()

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

`The institution promotes gender equity and sensitization for both male and female students and staff. The institution maintains a Gender Equity Policy for both students and teachers. 55% of our students are girls, and 90% of our teaching members are female. The Anti-ragging Committee, Discipline Committee, Grievance Redressal Cell, and Equal Opportunity Cell operate together to raise awareness against gender issues.`

`he institution's main gate is guarded by security personnel around-the-clock. The principal's office is equipped with CCTV cameras to safeguard both staff and students. Students as well as staff are given ID cards in order to keep strangers off college premises. In an emergency, medical services and ambulances are also provided.`

`The institution has signed MOU with Pupil Rhythm, counseling centre for gender sensitivity, equity and conducts personal and group counseling. The college has common rooms for boys and girls with toilets and first aid kits, vending machines, disposal bins,`

Incinerators, separate girls hostel, parlour and Gymnasium.

The courses like Human Rights and Women Rights are offered to know the rights of each individual and also every woman in society. The Women Empowerment Cell aims at creating awareness of women rights and organizes various activities related to gender equity and sensitization.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional Information	https://kkcas.edu.in/documents/NAAC/7.1.1%20AI.pdf

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

A. Any 4 or All of the above

File Description	Documents
Geotagged Photographs	[View File](#)
Any other relevant information	[View File](#)

7.1.3 - Describe the facilities in the institution for the management of the following types of degradable and non-degradable waste (within a maximum of 200 words)

The institution has an excellent plan for Waste Management, both biodegradable and non-biodegradable. Our college has an MOU with "Star Associates" (ITC) for the disposal of paper waste and EWaste.

Solid waste is collected in dustbins placed in all campus utilization areas, and collected waste is separated based on its degradability. Since the campus is fully digitalized and equipped with Wireless Fidelity, using paper is reduced, and sanitary waste is burned in hygienic and environmentally friendly incinerators. The institution has a sewage treatment facility set up for recycling reasons. Trees, plants, and lawns are irrigated with the recycled water. The campus has a reverse osmosis machine installed for gardening purposes.. The wastewater from the hostel and canteen's laundry and utensil washing is channelized into the

campus green spaces. All electronic and electrical trash is gathered and sent for disposal or recycling. In junior classes, outdated systems are used as a demonstration piece. In the trash recycling process, the organization adheres to the four R's of waste management: refuse, reduce, reuse, and recycle. The local farmers receive the kitchen and canteen garbage to utilize in their farming process..

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geotagged photographs of the facilities	View File
Any other relevant information	View File

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   A. Any 4 or all of the above

File Description	Documents
Geotagged photographs / videos of the facilities	View File
Any other relevant information	View File

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
Geotagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File

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

7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following:

A. Any 4 or all of the above

1. **Green audit**
2. **Energy audit**
3. **Environment audit**
4. **Clean and green campus recognitions/awards**
5. **Beyond the campus environmental promotional activities**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

7.1.7 - The Institution has a disabled-friendly and barrier-free environment: Ramps/lifts for easy access to classrooms and centres Disabled-friendly washrooms Signage including tactile path lights, display boards and signposts Assistive technology and facilities for persons with disabilities: accessible website, screen-reading software, mechanized equipment, etc. Provision for enquiry and information: Human assistance,

A. Any 4 or all of the above

**reader, scribe, soft copies of reading
materials, screen reading, etc.**

File Description	Documents
Geotagged photographs / videos of facilities	View File
Policy documents and brochures on the support to be provided	View File
Details of the software procured for providing assistance	View File
Any other relevant information	View File

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

The institution is proactively taking efforts in providing an inclusive environment and initiatives to promote better education, economic upliftment of needy and setting communal harmony. The institution promotes culture, regional, linguistic, communal socioeconomic and other diversities.

Cultural inclusiveness and tolerance can play a crucial role to promote harmony. Pongal is the major celebration towards regional diversities in our Institution every year all the students come in ethnic costumes and participate in all events with great passion. Saraswathi pooja, Vinayaka chathurthi, Christmas etc are celebrated in a grand manner in the institution.

Linguistic diversity encompasses different types of qualities which comprise of language, grammar, and vocabulary of a person.

Regional diversity is an indication of each person's uniqueness from a certain area. Graduation Day, and Annual Day are conducted to motivate the students for future journey and to expose their talents and enjoy the diversity. Thanks Giving Day and Lighting Ceremony are organized that will remind the students to show their gratitude.

Socioeconomic diversities created by offering scholarships to economically poor students and Fresher Party, teacher's day, orientation and farewell party, Induction program, Youth day, Women's day, Yoga day, festivals like Diwali celebration, and religious activities are performed in the campus.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File

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

The institution has vision to achieve excellence in academic and holistic development by nurturing values and obligation in higher education. We provide opportunities for students to strengthen the spirit of nationalism and inculcate moral values like truthfulness, equality, equity, harmony, peace and empathy. These are instilled in the young minds that help in strengthening the roots of democracy through National Service Scheme (NSS), YRC, RRC and various club activities. The institution holds several noteworthy programs to sensitize its employees and students to constitutional rights, duties, values and responsibilities as citizens of India. Constitutional Values are maintained for democracy, unity and integrity of the nation. Students are encouraged to participate in Indian Student Parliament.

Our NSS volunteers participated in Parliament Election duty, awareness on Rights of Voters, child labour, epidemic diseases, savings in Post office, usage of UMANG application. Value education is imparted through mandatory courses like "Ethics and Culture" and "Gandhian Thoughts" for the students in the college. Our NSS team voluntarily adopted the nearest villages and organized various welfare activities. College Social Responsibility (CSR) activities conducted in regular intervals. Through Citizen Consumer Club, various activities and competitions are conducted and students are made aware of the Consumer Protection Act.

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	View File
Any other relevant information	View File

7.1.10 - The institution has a prescribed code of conduct for students, teachers, **A. All of the above**

administrators and other staff and conducts periodic sensitization 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 Annual awareness programmes on the Code of Conduct are organized

File Description	Documents
Code of Ethics - policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programmes, etc. in support of the claims	View File
Any other relevant information	View File

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

The institution takes proactive steps towards inculcating values amongst the students and staff, and celebrates National commemorative days such as Independence Day and Republic day.

National Handloom Day is celebrated to honour the handloom weavers in the state. Birth Anniversary of Dr. Sarvapalli Radhakhishnan is celebrated as Teacher's Day where the student honors all the faculty members.

Gandhi Jayanthi is celebrated by conducting essay competition for the students to remember his service to the nation.

Birth anniversary of Swami Vivekananda celebrated as National Youth Day and Birth anniversary of Srinivas Ramanujan is celebrated as National Mathematics Day. National Science Day is also celebrated in the campus.

In memory of Dr.A.P.J Abdul Kalam, former president of India, his birth anniversary is celebrated as World Students Day and Children's Day is also celebrated.

National Integration week is celebrated on the birth anniversary of First women Prime Minister of India Mrs.Indhira Gandhi and International Woman's day is celebrated by Women Empowerment Cell. International Yoga Day was celebrated to create awareness about the benefits of practicing yoga.

NSS Day, Road Safety Awareness Week, National Voters Day, World Disaster Day, World Environment Day, National Flag Day, Child Labour Eradication day, etc were celebrated by NSS.

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	View File
Geotagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

7.2.1 - Provide the weblink on the Institutional website regarding the Best practices as per the prescribed format of NAAC

Title of Practice 1: Institutional Social Responsibility through Clubs & Cells

The institution inculcates social responsibilities through NSS, YRC, RRC, ECO Club, etc. ISR activities includes blood donation camps, tree plantation drives, Cleanliness campaigns, etc

Objectives of the Practice

Foster social responsibility among students

Develop holistic personality of students

Practice

The institution helps to facilitate self growth and actualization of students' potential through myriad ways of activities through clubs and cells.

Evidence of Success

Increased student participation in ISR activities

Improved community engagement and outreach

Problems Encountered and Resources Required

Limited community awareness and involvement

Sustainability and continuity challenges

Title of Practice 2: Training & Placement Cell

Objectives of the Practice

Empower and prepare students to become industry-ready professionals at every stage.

Practice

TPC provides extensive placement training for students' right from first year to final year along with various training programmes and guide the students.

Evidence of Success

The success of these initiatives is evident through the consistent increase in placements where all the final year students got placed with maximum 4.0 LPA

Problems Encountered and Resources Required

Few students especially girl students who are from rural background which may restrict them to continue the jobs in IT industry

File Description	Documents
Best practices in the Institutional website	https://www.kkcas.edu.in/BestPractices
Any other relevant information	https://kkcas.edu.in/documents/NAAC/7.2%20 Best%20practices.pdf

7.3 - Institutional Distinctiveness

7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust (within a maximum of 200 words)

The institution proactively focuses on institutional curriculum enrichment in enhancing academic programs, focusing on holistic development and employability skills of the students. The institution empower the students to thrive in an ever-evolving world by integrating and enriching curriculum enrichment which includes paper on Employability skills which is trained right from the first year along with learning materials and practical session to face the competitive world.

This employability skill paper is designed to foster adaptability, creativity and critical thinking, equipping students to navigate complex challenges and succeed in their future careers. This effective curriculum enrichment promotes academic excellence, student engagement and institutional reputation, solidifying the foundation for lifelong learning and professional growth.

Institutions play a pivotal role in enhancing employability skills through strategically designed paper. These initiatives foster essential attributes like communication, teamwork, problem-solving, adaptability, leadership and digital literacy. By integrating these skills into the curriculum, institutions empower students to excel in the workforce which enhances job prospects, improves career readiness and increases student confidence

By prioritizing employability skills, institutions bridge the gap between academia and industry, equipping graduates for success.

Part B

CURRICULAR ASPECTS

1.1 - Curriculum Design and Development

1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.

The institution has designed and developed an effective curriculum relevant to local/national/regional/global developmental needs. It imparts quality education to empower students in rural areas and to face the global challenges. The autonomous status of the institution allows designing the curriculum in CBCS pattern which is revised twice a year. The programme objectives cater to the all-round development of the students which includes employability, entrepreneurship and skill development. The Curriculum Development Cell develops the curriculum along with the syllabi on the basis of stakeholders' feedback and is presented and approved by the Board of Studies and Academic Council. Language papers on Tamil and Malayalam, Functional English, French and Hindi for enriching Regional, National & Foreign language skills. Value Based Education and Non Major Elective courses and Self-Study Courses enrich the overall development of the students. Non-credit courses like Aptitude and Soft Skills enhance the skills required for campus placements. Courses related to experiential/participative learning, Courses on Technical Skills, Career Development Courses, Skill Based Subjects like Mathematics for Competitive Examinations and Communication Skills, Sports and library, Allied courses, Core papers, Elective papers, Internship and Project, Online course, Job oriented courses and Co-Curricular / Extra Curricular Activities.

File Description	Documents
Upload additional information, if any	[View File]()
Link for additional information	https://kkcas.edu.in/documents/cs/CS-SR7UG.pdf

1.1.2 - Number of Programmes where syllabus revision was carried out during the year

12

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	View File
Details of syllabus revision during the year	View File
Any additional information	View File

1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development offered by the Institution during the year

436

File Description	Documents
Curriculum / Syllabus of such courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	View File
MoUs with relevant organizations for these courses, if any	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of new courses introduced across all programmes offered during the year

34

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System

12

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	View File
List of Add on /Certificate programs (Data Template)	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values into the curriculum

The curriculum of the institution is incorporated with crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability.

Courses offered under Self study course like Women's Rights and Human Rights provide awareness on the rights and entitlements as women. Women Empowerment Cell organizes awareness programme on Women Safety and Gender Sensitization. An Internal ComplaintsCommittee monitors the matters of sexual harassment and provides education to nearby villages girl children.

The institution offers courses like Ethics and Culture, Autobiography of Great Leaders, Self Study course on Gandhian Thoughts and Yoga for Human Excellence. Centre for Human Excellence is established for arranging several programmes to impart human values to the students.

Value Based Education on Environmental Studies educates students on proper preservation and utilization of natural resources. Institution practices eco-friendliness by growing thousands of trees, Miyawaki Forests, Medicinal Plants inside the campus and environment conservation through green campus with plastic-free zone. NSS and Green Club create environmental awareness.

Courses offered on Ethics and Culture and various courses in Commerce and Computer Science assist to educate students based on Principles of Business, Operations on Management, Barriers for Communication, Entrepreneurship etc. Consumer Club and Auditors Club spotlight on consumer and financial ethics.

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	View File
Any additional information	View File

1.3.2 - Number of value-added courses for imparting transferable and life skills offered during the year

5

File Description	Documents
List of value-added courses	View File
Brochure or any other document relating to value-added courses	View File
Any additional information	View File

1.3.3 - Number of students enrolled in the courses under 1.3.2 above

270

File Description	Documents
List of students enrolled	View File
Any additional information	View File

1.3.4 - Number of students undertaking field work/projects/ internships / student projects

488

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	View File
Any additional information	View File

1.4 - Feedback System

1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni	A. All 4 of the above

File Description	Documents
Provide the URL for stakeholders' feedback report	chrome-extension://oemmndcbldboiebfnladda cbdfmadadm/https://www.kkcas.edu.in/docum ents/IQAC/AnalysisandActionTakenReport%20 /1.4.1%20feedback%20Analysis%20and%20Acti on%20Taken%20Report%202023-24.pdf
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	View File
Any additional information	View File

1.4.2 - The feedback system of the Institution comprises the following	A. Feedback collected, analysed and action taken made available on the website

File Description	Documents
Provide URL for stakeholders' feedback report	chrome-extension://oemmndcbldboiebfnladda cbdfmadadm/https://www.kkcas.edu.in/docum ents/IQAC/AnalysisandActionTakenReport%20 /1.4.1%20feedback%20Analysis%20and%20Acti on%20Taken%20Report%202023-24.pdf
Any additional information	View File

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment of Students

2.1.1.1 - Number of students admitted (year-wise) during the year

222

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

218

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses students' learning levels and organises special programmes for both slow and advanced learners.

Student Induction Programme is organized for newly admitted students of I UG in the beginning of every academic year as per UGC instruction. Orientation is provided on the Vision and Mission, academic environment, infrastructure, duties and responsibilities, code of conduct, Outcome Based Education, examination procedures and assessment system etc. 30 hours Bridge course on English, Mathematics, Commerce, and Computer Science is conducted. Remedial courses are conducted for the students who fall short of marks in previous EAE to whom additional contact hours and learning materials are provided. The learning level of the Slow Learners is assessed and is categorized as per the marks secured in Continuous Internal Assessment. Additional coaching is provided for those students and Question bank is prepared in each semester. Tutor-ward system is followed that helps the students to overcome difficulties in learning. Advanced Learners are selected according to the academic performance of students in End Assessment Examination. They are encouraged to enroll in NPTEL, SWAYAM and MOOC online courses, Teacher-student Collaborative Research Publications and Research Projects, training programmes on professional examinations like Civil Services, Banking Services, Chartered Accountant, CMA, ACS, etc.., Seminars, Conferences, extracurricular activities, Extra Credit Courses, Self Study Courses, enhancing the Language skills etc.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.kkcas.edu.in/studentSupport&progression

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
Nil	571	35

File Description	Documents
Upload any additional information	View File

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 acknowledges the importance of student-centered approach in facilitating effective teaching / learning and adopted the following student centric methods

Experiential Learning

Experiential learning helps the students to receive a deeper understanding of content being taught. It has been implemented with the help of following Nesathodu Vasippom/Spoken English classes Group Discussion/Mock Interviews Internships Workshops Field Visits Industrial Visits Webinars /Seminars Quiz Practical Work

Participatory Learning

Students are actively involved in participatory learning process in which sequential activities or learning events help them to achieve an objective or outcome. The following activities that substantially involves students with the course content Collaborative and Interactive Learning Peer learning Role play Debates Group Discussion Poster Presentation Assignments Paper Presentations/Publications Model presentations/ New Product Development ,Exhibitions, Market

Mela

Problem Solving Methodologies

The problem-solving process involve defining the problem, generating alternative solutions, evaluation, selecting an alternative, implementation and following up on the solution helps the students to solve problem. The following methodologies involve the students to enrich their problem solving capabilities. Case Studies Conferences Discussions on various issues Brain storming sessions. ICT is used as support tool to implement Student Centric Methods Language Lab SWAYAM-NPTEL SWAYAM PRABHA MOOCS Online Courses Google Classroom Power Point Presentations

File Description	Documents
Upload any additional information	[View File](#)
Link for additional Information	https://www.kkcas.edu.in/studentSupport&progression

2.3.2 - Teachers use ICT-enabled tools including online resources for effective teaching and learning

The institution provides digital teaching and learning environment for faculty and students with the help of e-learning resources to support, and enhance the delivery of information. The following ICT enabled tools are used in Teaching and Learning process. Google Classroom, Google Meet, Zoom, Kahoot, Talking Yak, MOODLE MIS, Smart classrooms, LCD projectors, Wi-Fi Facility, Online Resources. The institution encourages the faculty and students to take up online courses / resources for easy accessibility of knowledge and to stay updated with current trend. N list, Swayam NPTEL, Course Era, Udemy, Spoken Tutorial, Google Forms, Google Sheets, E-Books, E-Journals, Computer Laboratories, SoloLearn, INFLIBNET, Management Information System (MIS) facilitate teachers to maintain a complete profile of students and act as a Faculty Record Book with complete course details. Feedback from the students on teaching methodologies is collected through MIS every semester. The college is a member of NDL/N-List/DELNET/INFLIBNET and students can access digital collection of journals and articles through Ebooks and e-journals and EBSCO. The institution uses Google Forms and

Google Sheets to take survey for assessment, feedback and reviews. Thus, the ICT enabled tools paved a great way for teaching and learning and brought a tremendous change in teaching pedagogy

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	https://www.kkcas.edu.in/eLearningICT
Upload any additional information	View File

2.3.3 - Ratio of students to mentor for academic and other related issues

2.3.3.1 - Number of mentors

35

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	View File
Circulars with regard to assigning mentors to mentees	View File

2.3.4 - Preparation and adherence to Academic Calendar and Teaching Plans by the institution

The institution has a systematic process of preparation and adherence to academic calendar and teaching plan. The Calendar includes the details of academic programmes, curriculum structure, details of the courses, rules, regulations, facilities, scholarships, list of the staff, committees, working days with day order, holidays, dates of CIA Tests, EAE, Fee Remittance, list of activities and dates of national as well as religious importance. Academic Calendar is prepared and issued to the students and faculty at the beginning of every academic year and is uploaded in the college website. Adherence of Academic Calendar Conducts Examinations adhering to planned schedule Updation of departmental/club activities in Monthly report Execution of proposed department activities The Teaching Plan Teaching plan/Course plan is prepared prior to the commencement of every semester. The course faculty prepare unit-wise teaching plan, timetable, teaching aids, methods of teaching learning and assessment process. Adherence of the

Teaching Plan Teaching Plan consists of planned/actual lecture hours, proposed/actual date of completion of each unit, reason for deviation, Text book and reference books prescribed. Course Plan includes the details of the courses, assignments, and the examination pattern. Log book includes their timetable, Assignment, Syllabus, Teaching Plan, Nominal roll, Topics discussed with dates, etc

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	View File

2.4 - Teacher Profile and Quality

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

13

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	View File
List of the faculty members authenticated by the Head of HEI	View File
Any additional information	View File

2.4.2 - Number of full-time teachers with PhD/ D.M. / M.Ch. / D.N.B Super-Specialty / DSc / DLitt during the year

6

File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	View File
Any additional information	View File

2.4.3 - Total teaching experience of full-time teachers in the same institution: (Full-time teachers' total teaching experience in the current institution)

72

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	View File
Any additional information	View File

2.5 - Evaluation Process and Reforms

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

14

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	View File
Any additional information	View File

2.5.2 - Number of students' complaints/grievances against evaluation against the total number who appeared in the examinations during the year

3

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	View File
Upload any additional information	View File

2.5.3 - IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in the Examination Management System (EMS) of the Institution

The institution has integrated Information Technology (IT) into its examination and assessment procedures with considerable improvement in the examination management system and has a well-established Office of Controller of Examinations. The Examination Committee prepares the Examination Calendar every year and publishes the same in the College website after the

approval of the Principal. The Examinations are conducted by the team of faculty members constituted by CoE. MCQ questions are provided for Online Examination conducted through Moodle, Google forms and CMS. The CoE issues the examination timetable one month before the commencement of examination. IT & Exam Reforms The Office of CoE has fully automated Examination Management System. Mark entry, Grade, Percentage and Cumulative Grade Point Average (CGPA), preparation and analysis of results are automated. The examination reforms such Question Paper Scrutiny Board, Vigilance Squad for EAE, Adoption of Dummy Numbering System, Double Valuation for PG, Evaluation through Rubrics, Moderation Marks, computerized Mark Sheets, Rapid Result Declaration, Grievance Redressal Committee, Provision for getting photocopies of Answer scripts, Revaluation & Re-totaling, Improvement Examination, Supplementary Examinations, Online student verification, Choice Based Credit System, Initiative for National Academy Depository, Scribes for Physically Challenged The institution follows Outcome Based Education (OBE) pattern.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional Information	https://kkcas.edu.in/NAAC/Criteria-II/aveonmanual.pdf

2.6 - Student Performance and Learning Outcomes

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

The graduate attributes of students are derived from the vision, mission and goals of the institution. The OBE policy provides the institutional guidelines for designing, mapping and attainment of outcomes. The POs, PSOs and COs are integral for holistic development are displayed on the website and communicated to faculty members and students. At the successful completion of the programme, the graduates will be able to gain communication, critical thinking, problem solving, dynamism, team building & technical skills, in-depth domain knowledge, positive attitude, interdisciplinary knowledge, professional ethics and social values, self-awareness and emotional intelligence, entrepreneurship qualities, societal responsibility and thirst for knowledge through lifelong learning. The guidelines formulated by IQAC are followed in

preparing POs. Course Outcomes are designed in co-ordination with PO's and PEO's. COs consist of the expected knowledge to be gained by the students on the completion of the Course. COs are mapped with POs. The Curriculum of each department is framed so as to attain the programme outcomes. Graduate Attributes, PEO's, PO's and CO's are approved by the Curricular Development Cell, Board of Studies and Academic Council. The institution organizes Guest Lectures, FDP and Orientation Programme based on OBE, POs, PEOs and COs by inviting experts

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	View File
Upload any additional information	View File
Link for additional Information	https://www.kkcas.edu.in/documents/IT/IT%20SR7%20UG.pdf

2.6.2 - Attainment of Programme Outcomes and Course Outcomes as evaluated by the institution

The institution has formulated PEOs, POs and COs for all courses and programmes offered. The attainments of Outcomes are measured using Direct & Indirect Methods. The CIA and EAE assess the knowledge and skills defined by the course outcomes, directly from performance. The attainment of COs is measured through direct method for the batch admitted from 2021 onwards. Course attainment is evaluated by taking a survey after the completion of each course at the end of semester. A Questionnaire is framed with course outcomes of the particular course and ratings are made by the students. The average of the ratings given by the students for each course outcome is calculated to assess the attainment of CO's. CO attainment is calculated using the indirect method from batch 2019 onwards. The attainment of PO is calculated using the direct method for the batch admitted from 2021 onwards. Through Indirect methods, PO attainment is calculated using the attainment of the Course Outcomes contributing to that particular PO.Entrepreneurship, Placement, Higher Education, and Researchparameters are used to measure the performance of students after completion of the programmes. PO attainment is calculated using the indirect method from batch 2019 onwards.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://www.kkcas.edu.in/obemanual

2.6.3 - Pass Percentage of students

2.6.3.1 - Total number of final year students who passed in the examinations conducted by Institution

182

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	View File
Upload any additional information	View File
Paste link for the annual report	https://www.kkcas.edu.in/documents/exam/ANUAL%20REPORT%20-%20COE-%202023-2024.pdf

2.7 - Student Satisfaction Survey

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

https://www.kkcas.edu.in/documents/SSS2023-2024.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Promotion of Research and Facilities

3.1.1 - The institution's research facilities are frequently updated and there is a well-defined policy for promotion of research which is uploaded on the institutional website and implemented

The institution has a well defined Research Policy for promotion of research culture and is uploaded in institution website. The Research Advisory Committee has been constituted with the Principal as Chairman, Dean as Coordinator, and all research guides as members. The methods and way of improving research activities are discussed in the Research Committee Meeting. The committee reviews all research projects carried

out in our college regardless of the funding agency. The institution has a special chamber with computer systems for research scholars with internet and Inflibnet facility, G-SUITE and adopts the parent university norms for Research Ethics which focuses to promote research of the highest quality. Ethics Committee has been constituted to protect potential Scholars in the research and finds out the level of plagiarism. The institution provides monetary benefits and other allowance such as financial assistance and on-duty for attending seminars, conferences, workshops and FDPs, Seed Money for research projects, Rs.1000 for publishing research articles in reputed journals and fee concession for faculty who pursue PhD in our institution. Research Circle guides and monitors the progress of the researchers to complete within the stipulated time. Intellectual Property Rights Cell assists the researchers in applying for patents and copyrights.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	View File
Provide URL of policy document on promotion of research uploaded on the website	https://www.kkcas.edu.in/documents/NAAC/RESEARCH%20POLICY.pdf
Any additional information	View File

3.1.2 - The institution provides seed money to its teachers for research

3.1.2.1 - Seed money provided by the institution to its teachers for research during the year (INR in lakhs)

0

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	View File
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	View File
List of teachers receiving grant and details of grant received	View File
Any additional information	View File

3.1.3 - Number of teachers who were awarded national / international fellowship(s) for advanced studies/research during the year

0

File Description	Documents
e-copies of the award letters of the teachers	View File
List of teachers and details of their international fellowship(s)	View File
Any additional information	View File

3.2 - Resource Mobilization for Research

3.2.1 - Grants received from Government and Non-Governmental agencies for research projects, endowments, Chairs during the year (INR in Lakhs)

0

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	View File
List of projects and grant details	View File
Any additional information	View File

3.2.2 - Number of teachers having research projects during the year

0

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://www.kkcas.edu.in/ResearchPolicies
List of research projects during the year	View File

3.2.3 - Number of teachers recognised as research guides

1

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	View File
Institutional data in Prescribed format	View File

3.2.4 - Number of departments having research projects funded by Government and Non-Government agencies during the year

0

File Description	Documents
Supporting document from Funding Agencies	View File
Paste link to funding agencies' website	https://www.kkcas.edu.in/aboutTrust
Any additional information	View File

3.3 - Innovation Ecosystem

3.3.1 - Institution has created an ecosystem for innovations and creation and transfer of knowledge supported by dedicated centres for research, entrepreneurship, community orientation, incubation, etc.

The institution has established the Institution's Innovation Council (IIC) as per Ministry of Education guidelines. Research and Development Cell was established to foster research and

innovation by organizing seminars, workshops, and training programmes on IPR etc. The institution has also established a Centre for Research and Development for promotion of research and Entrepreneurship Development Cell (EDC) for creating awareness on entrepreneurship. Seed money is released for the faculty members for promoting research. The institution has established a Center for Research to produce research scholars in Commerce and Computer Science streams. Faculty members are encouraged to publish their research articles in reputed journals. The faculty members have submitted various research proposals to Government and Non-Government agencies like TNSCST, ICSSR, RBI etc. IPR Cell is established in the campus to guide the researchers to file patents and copyrights, apart from conducting workshops on Intellectual Property Rights. The institution has Programmer Club, Web DevelopersClub and Science Club to facilitate and encourage new innovators. Entrepreneurship Development Cell organizes seminars/workshops/training programmes and Market Mela regularly to motivate students to become entrepreneurs. The institution has a tie up with Coimbatore Institute Engineering Technology where the KKCAS makes use of the Technology Business Incubator (TBI).

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.kkcas.edu.in/clubsCellsCentersAcademy

3.3.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR), Entrepreneurship and Skill Development during the year

10

File Description	Documents
Report of the events	[View File](#)
List of workshops/seminars conducted during the year	[View File](#)
Any additional information	[View File](#)

3.4 - Research Publications and Awards

3.4.1 - The Institution ensures	A. All of the above

implementation of its Code of Ethics for Research uploaded in the website through the following: Research Advisory Committee Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check through authenticated software

File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	View File
Any additional information	View File

3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year

3.4.2.1 - Number of PhD students registered during the year

1

File Description	Documents
URL to the research page on HEI website	https://www.kkcas.edu.in/ResearchGuidesandScholars
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	View File
Any additional information	View File

3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website during the year

5

File Description	Documents
List of research papers by title, author, department, and year of publication	View File
Any additional information	View File

3.4.4 - Number of books and chapters in edited volumes / books published per teacher during the year

3

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.kkcas.edu.in/documents/NAAC/3.4.4%20Book%20and%20Chapters%2023-24.pdf

3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed

3.4.5.1 - Total number of Citations in Scopus during the year

0

File Description	Documents
Any additional information	View File
Bibliometrics of the publications during the year	View File

3.4.6 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-Index of the University

3.4.6.1 - h-index of Scopus during the year

0

File Description	Documents
Bibiliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	View File
Any additional information	View File

3.5 - Consultancy

3.5.1 - Revenue generated from consultancy and corporate training during the year (INR in lakhs)

0

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	View File
List of consultants and revenue generated by them	View File
Any additional information	View File

3.5.2 - Total amount spent on developing facilities, training teachers and clerical/project staff for undertaking consultancy during the year

0

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	View File
List of training programmes, teachers and staff trained for undertaking consultancy	View File
List of facilities and staff available for undertaking consultancy	View File
Any additional information	View File

3.6 - Extension Activities

3.6.1 - Extension activities carried out in the neighbourhood sensitising students to social issues for their holistic development, and the impact thereof during the year

The institution imparts holistic learning ambience through extension activities and inculcating the social values among students which in turn make them to contribute for the nation's development. The institution has NSS, YRC, Women Empowerment

Cell, RRC, ECO Club, RRC, Consumer Club etc conducts various events for the socio economic development. Co-curricular & Extra-Curricular activities are mandatory in the college and are a part of the curriculum framework. The institution conducts extension programmes to execute the schemes announced by state and central government. The institution also organizes Tree plantation Campaign, Campus cleaning, Rain water harvesting, Awareness rally on prevention of Dengue and Drug abuse, Medical Camp, Visit to orphanage, Blood Donation camp etc. Eco Club is committed towards raising social awareness regarding environmental issues. Activities like plastic awareness, environment awareness are conducted. The Consumer Club motivates students about rights and responsibilities of consumers by organizing orientation programmes, competitions etc. The extension activities through various clubs inculcates holistic values, social responsibility, balanced development of students' personality, awareness on social issues and make them socially conscious.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.kkcas.edu.in/nssyrc&rrc

3.6.2 - Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government-recognised bodies during the year

0

File Description	Documents
Number of awards for extension activities in during the year	[View File](#)
e-copy of the award letters	[View File](#)
Any additional information	[View File](#)

3.6.3 - Number of extension and outreach programmes conducted by the institution through NSS/NCC/Red Cross/YRC, etc. during the year (including Government-initiated programmes such as Swachh Bharat, AIDS Awareness, and Gender Sensitization and those organised in collaboration with industry, community and NGOs)

23

File Description	Documents
Reports of the events organized	View File
Any additional information	View File

3.6.4 - Number of students participating in extension activities listed in 3.6.3 during the year

320

File Description	Documents
Reports of the events	View File
Any additional information	View File

3.7 - Collaboration

3.7.1 - Number of collaborative activities during the year for research/ faculty exchange/ student exchange/ internship/ on-the-job training/ project work

343

File Description	Documents
Copies of documents highlighting collaboration	View File
Any additional information	View File

3.7.2 - Number of functional MoUs with institutions of national and/or international importance, other universities, industries, corporate houses, etc. during the year (only functional MoUs with ongoing activities to be considered)

27

File Description	Documents
e-copies of the MoUs with institution/ industry/ corporate house	View File
Details of functional MoUs with institutions of national, international importance, other institutions etc. during the year	View File
Any additional information	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The institution sprawls over a land area of 10.58 acres, surrounded by green hillocks. The college has three academic blocks with 38 class rooms, Seminar hall, Conference hall and an auditorium with built up areas of 14322 sq.mt.

The institution has 43 spacious and naturally ventilated classrooms with provision for internet connection through Wi-Fi/LAN, ICT facilities and LCD Projectors. The institution has four computer laboratories equipped with adequate systems with total of 282 computers connected on the network. Internet facility is available for all the systems in the lab with 50 Mbps bandwidth.

The institution has a spacious seminar hall with 200 seating capacity and Auditorium with 600 seating capacity.

The institution has well equipped library sprawls over 3905 sq.ft , accommodating 60 users, with 15,392 books, 65 journals and magazines, and 51,746 e-books and digital resources. An exclusive library for Kovai Kalaimagal Academy for Competitive Examinations over 613 sq.ft and 30 seating capacity has stock of 237 books.

The institution has Placement Cell, Yoga and Meditation Room, Sick Room, Hostel for Boys & Girls, Stationary, Canteen, Cafeteria, CCTV surveillance, Adequate parking facility, 960 KVA generator for uninterrupted power supply with 750 KVA, Fire Extinguishers and RO drinking water.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.kkcas.edu.in/infraStructureFacilities

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

The institution has ample facilities for indoor and outdoor sports and games and to host tournaments. The college

encourages the sports students with the provision of sports scholarship. Sports Meet is conducted annually. The facilities for outdoor games like Athletics, Cricket, Football, Volleyball, Basketball, Handball, Throw ball, Kho – Kho, Badminton, Kabaddi. etc., and facilities for indoor games like Carom, Table Tennis and Chess are made available in the campus.

The institution allocated weekly two hours for sports and games for each department. Gymnasium is available in ladies hostel with 961sq.ft and in boys hostel with 1500 sq.ft. 8 –Station Multigym Equipments and Single Station Equipment for health and fitness.

The Institution takes celebrate 'International Yoga Day' every year and regular yoga sessions were organized for both faculty and students to lead a healthy lifestyle. The college encourages Cultural activities like singing, dancing, mime, skit, drama, Mimicry, Mono act etc through the Fine Arts Club.

The students exhibit their talents in cultural during Intercollegiate, inter-departmental competitions, Cultural day, Annual day and in any other special occasion in the college. The College has an air-conditioned auditorium, band system, and audio system with a seating capacity of 500.

File Description	Documents
Geotagged pictures	View File
Upload any additional information	View File
Paste link for additional information	https://www.kkcas.edu.in/infraStructureFacilities

4.1.3 - Number of classrooms and seminar halls with ICT-enabled facilities

33

File Description	Documents
Upload any additional information	View File
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

0

File Description	Documents
Upload audited utilization statements	View File
Details of Expenditure, excluding salary, during the years	View File
Any additional information	View File

4.2 - Library as a Learning Resource

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

The library was housed in an area of 3905 sq.ft with 60 seating capacity and stock of 15,392 books and 65 journals and magazines in all disciplines. An exclusive library for Kovai Kalaimagal Academy for Competitive Examinations (KKACE) 613 sq.ft and 30 seating capacity has stock of 237 books. Our library has membership in NLIST, DELNET, & NDL.

The library was fully automated using "College Management System (CMS) in 2021. Students and Staff can see the availability of books and other library resources via the OPAC. The computers and software are updated regularly. The E-Gate Entry, Unique Bar Code of the identity card validates the entry and exit of the library users. There are records on the specifics of the book distribution to faculty, staff, and research scholars.

Internal stock verification is carried out by the committee constituted by the Principal. Each book in the library has an allocated accession number and barcode. Title, author, publication, and other information are included in book

catalogue. Every UG student will be issued with three Library Cards and PG student will be issued with five Library Cards. Library borrower cards are valid for the entire duration of the course to access library facilities.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.kkcas.edu.in/library

4.2.2 - Institution has access to the following: e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access to e-resources

A. Any 4 or more of the above

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	[View File](#)
Upload any additional information	[View File](#)

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

1.08

File Description	Documents
Audited statements of accounts	[View File](#)
Any additional information	[View File](#)
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	[View File](#)

4.2.4 - Usage of library by teachers and students (footfalls and login data for online access)

4.2.4.1 - Number of teachers and students using the library per day during the year

314

File Description	Documents
Upload details of library usage by teachers and students	View File
Any additional information	View File

4.3 - IT Infrastructure

4.3.1 - Institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities

The institution has well developed IT facilities accessible to both staff and students and has IT policy addressing standards on IT Service Management, Information Security, Network Security, and Software Management. The college has dynamic website that provides all the necessary information needed. Computer Lab is entrusted with authority for system, network administration and OS installation, IP addresses allocation, proxies and e-Mail relays.

The institution has adopted digital learning through ICT as a part of teaching and learning process and has an exclusive licensed application like Google Classroom, Google Meet etc. LCD projectors are fixed in the classrooms to integrate technology in teaching with class room practices. The institution has 282 desktop computers, 14 normal printers and 3 printers with scanning facility. Regular up gradation is carried out through purchase of systems with latest configuration. The IT facility is revamped at regular intervals and Campus Network Control Centre is maintained by the IT Section.

The institution has leased line Internet facility with bandwidth of 50 Mbps, SSL Certificate for encrypted connection, uninterrupted power supply of 50 KVA entire and Wi-Fi enabled campus. The entire campus is under the surveillance of 10 CCTV cameras, with an overall viewing facility at Principal's office.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.kkcas.edu.in/documents/policies/16%20IT%20POLICY.pdf

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
571	250

File Description	Documents
Upload any additional information	[View File](#)

4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus

A. ?50 Mbps

File Description	Documents
Details of bandwidth available in the Institution	[View File](#)
Upload any additional information	[View File](#)

4.3.4 - Institution has facilities for e-content development: Facilities available for e-content development Media Centre Audio-Visual Centre Lecture Capturing System (LCS) Mixing equipments and software for editing

A. All four of the above

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.kkcas.edu.in/eContent
List of facilities for e-content development (Data Template)	[View File](#)

4.4 - Maintenance of Campus Infrastructure

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

0

File Description	Documents
Audited statements of accounts	View File
Upload any additional information	View File

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

The institution has established systems and procedures for maintenance and upkeep of various Physical, academic and support facilities. The Estate Officer regularly monitors and supervises the overall infrastructure and ensures its upkeep, repair, and maintenance within the college. The systematic procedure is followed in the college for the purchase, maintenance, repair, repurchase or writing off the infrastructure facilities.

The institution has 282 computers in four laboratories, office, library and departments. Computer and internet facilities are under the maintenance of System administrator. The Chief Librarian and Assistant Librarian will take care of the Library and related works. Library Advisory Committee meets regularly to finalize on purchase of books online journals, maintenance of the library, upgrading online facilities etc.

The Director of Physical Education and Assistant Director of Physical education are the responsible authorities to maintain the sports materials and Gymnasium.

The canteen committee inspects the canteen's ambience, quality of the food, and hygiene of physical facilities periodically and the grievances from students rectified rapidly. The Form-C license under Food Safety and Standards Act 2006 ensures the standard and hygiene of food production and service to the inmates.

Service personnel monitor the generator's performance through an Annual Maintenance Contract.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.kkcas.edu.in/infraStructureFacilities

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefitted by scholarships and freeships provided by the Government during the year

43

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	[View File](#)
Upload any additional information	[View File](#)

5.1.2 - Number of students benefitted by scholarships and freeships provided by the institution and non-government agencies during the year

277

File Description	Documents
Upload any additional information	[View File](#)
Institutional data in prescribed format	[View File](#)

5.1.3 - The following Capacity Development and Skill Enhancement activities are organised for improving students' capabilities Soft Skills Language and Communication Skills Life Skills (Yoga, Physical fitness, Health and Hygiene) Awareness of Trends in Technology	**A. All of the above**

File Description	Documents
Link to Institutional website	https://www.kkcas.edu.in/capacitydevelopmentandskillenhancementactivities
Details of capability development and schemes	View File
Any additional information	View File

5.1.4 - Number of students benefitted from guidance/coaching for competitive examinations and career counselling offered by the institution during the year

184

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The institution adopts the following mechanism for redressal of students' grievances, including sexual harassment and ragging: Implementation of guidelines of statutory/regulatory bodies Creating awareness and implementation of policies with zero tolerance Mechanism for submission of online/offline students' grievances Timely redressal of grievances through appropriate committees	**A. All of the above**

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

5.2 - Student Progression

5.2.1 - Number of outgoing students who got placement during the year

184

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

5.2.2 - Number of outgoing students progressing to higher education

57

File Description	Documents
Upload supporting data for students/alumni	View File
Details of students who went for higher education	View File
Any additional information	View File

5.2.3 - Number of students qualifying in state/ national/ international level examinations during the year

5.2.3.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government examinations) during the year

File Description	Documents
Upload supporting data for students/alumni	View File
Any additional information	View File

5.3 - Student Participation and Activities

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

05

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File

5.3.2 - Presence of an active Student Council and representation of students in academic and administrative bodies/committees of the institution

The institution has Student Council constituted with Chairman, Vice Chairman, Secretary, Joint Secretary, Treasurer, Joint Treasurer, Cultural Secretary and Sports Secretary who are elected from the third year, second year and first year students respectively in order to have an effective platform for organizing, planning, monitoring and administrating the activities of the College. The Council member along with all the students actively involves in the Department activities, organizing various co-curricular and extracurricular events. Apart from the Associations, the College has 13 Clubs, 2 Cells, 3 Centers and KKACE in which the students take effective participation to enrich their knowledge and Skills. The students are included as members in Board of Studies and Internal Quality Assurance Cell to share their views and ideas for further Development. Feedbacks are collected from students regarding curriculum development and about content delivery by faculty. The students are also members in various Statutory and Non-Statutory Bodies such as Internal Complaints Committee, Anti-Ragging Committee, Hostel Committee, Sports Committee and Class Committee for enhancing the quality of the education. The Students also take initiative to organize and participate in Extra Curricular Activities, Co-curricular activities and other activities of the College. Students take effective participation in organizing sports events.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.kkcas.edu.in/clubsCellsCentersAcademy

5.3.3 - Number of sports and cultural events / competitions organised by the institution

35

File Description	Documents
Report of the event	View File
List of sports and cultural events / competitions organised per year	View File
Upload any additional information	View File

5.4 - Alumni Engagement

5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute significantly to the development of the institution through financial and other support services

KKCAS Alumni Association is a registered Association which maintains regular contact with the alumni and former faculty through various social media connecting points. The Association organizes seminars, awareness programmes, distribution of scholarships to the needy students, organization of re-union programmes etc. Notable Alumni are invited as a Resource Person for the Finishing School Programme / Seminars to guide the students to update current trends in their respective fields and also train them for increasing the employability skills. Alumni those who are holding a good position in a Company/ or an Entrepreneur provide Placements and Internship to the current students. Alumni are the ambassadors of the Institution. They take effective participation in bringing admissions to the college by way of giving "Career Development Programme" for higher secondary students and motivate them to join in our institution. Alumni also help the students by providing financial support for those who are socially /economically backward. Alumni are members in various statutory bodies such as Board of Studies / Internal Quality Assurance Cell etc. Every year, Alumni's Sponsor for organizing competition such as Sports events, Cow Decoration and Pongal Festival. Many alumni have been appointed, as faculty or administrative/support staff, at the Institution.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://kkcas.edu.in/Alumini

5.4.2 - Alumni's financial contribution during the year	B. 10 Lakhs - 15 Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the Institution

The institution under the Management of Kovai Kalaimagal Educational Trust is a self-financing institution serving the students from rural areas. It has the vision to educate the children from rural areas with most of them as first generation learners. The institution encourages admitting girl students since they are discriminated against gender and education in rural areas. The institution strives to empower students from rural areas by offering education to them at least cost.

Teachers have their representation in administrative and academic bodies like Governing Body, College Committee, Academic Council, Finance Committee and Board of Studies. The Internal Quality Assurance Cell is constituted as per norms regulated by NAAC. It formulates the strategic plan for academic, research and extension activities of the College.

The following are the strategic plans to be implemented in the upcoming years to augment quality and excellence in higher education.

Promote interdisciplinary teaching and research

Promote more MoUs with reputed institutions

Strengthen alumni networks and mentorship programs.

Implement AI-powered learning platforms and virtual reality.

Strengthen Campus placement and training facility through more industry linkages.

Apart from these, it is mandatory to have teacher-

representatives to foster collaborative administration in all committees constituted by Principal.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional Information	https://kkcas.edu.in/about-us

6.1.2 - Effective leadership is reflected in various institutional practices such as decentralization and participative management

The Curriculum Design and Development process involves planning, implementation and evaluation. The curriculum design as well as the revision of curriculum is framed by the Curriculum Development Cell, Boards of Studies and the Academic Council.

The components of the curriculum are Languages, Core Courses, Allied Courses, Electives, Value Based Subjects, Skill Based Subjects, Non Major Electives, Self Study Course, Non Credit Courses, Extension Activities, Job Oriented Courses, Online Courses, Extra Credit Courses, Internship and Student Projects.

The Curriculum Development Cell frames the structure with above components and syllabus to be followed. Our institution follows an effective feedback system in the process of curriculum enrichment. The members of CDC discuss and finalize the syllabus to be revamped and new courses to be introduced. The drafted copy is forwarded to the Boards of Studies for refinement.

The drafted syllabus of each individual course is submitted before the members of the BoS for discussion and suggestions, after which the syllabus is finalized and the approved by the Academic Council.

The Institution practices decentralized and participative management approach in all its activities and initiatives by involving Management, Principal, HoDs, Faculty members and students.

File Description	Documents
Upload strategic plan and deployment documents on the website	View File
Upload any additional information	View File
Paste link for additional Information	https://kkcas.edu.in/StrategicPlanDeployment

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ Perspective plan has been clearly articulated and implemented

The Strategic / Perspective plan aims to establish the vision and mission of our college and provides extensive road map that will lead the institution forward and ensure the success of our students. College Management System supports in managing the data and producing automated reports. The Faculty Members, Students, and Administrative Staff utilize CMS for the conversion of all academic and administration work through online and converting as paperless office.

Administrators, Faculty Members and Administrative assistants involved in the implementation of CMS in Finance and Accounts, Student Admission and Support, Administration and Examination

Through M/S Aveon InfoTech Private Limited, Coimbatore as vendor, CMS was implemented. This assist facilities like online fees payment, online test, attendance, etc. The MIS team offered a number of demonstrations and training sessions on the use of all aspects of the software. To maintain and manage CMS, the institution formed a team under the Faculty of Computer Applications.

Later, the facilities that incorporate the components related to Administration and Student's support was implemented and utilized for easy accessibility at anywhere and anytime. Periodical up gradation of the usage of software benefitted staff to adopt the system into their day-to-day professional activities.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://kkcas.edu.in/StrategicPlanDeployment
Upload any additional information	View File

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

The institution is governed by Board of Management and Secretary of Kovai Kalaimagal Educational Trust. The Principal takes care of the internal administration and assisted by various functional heads of the college. The institution has an organizational structure and Organogram with the defined policies and functions. The statutory and non-statutory bodies are constituted adhering to the norms and regulations of UGC and Bharathiar University.

The statutory body comprises Governing Body, College Committee, Academic Council, Finance Committee, Board of Studies and IQAC. The Governing Body supports the development through planning and execution, approves Annual budget, etc. The Academic Council approves the proposals of Board of studies with regards to the course of study, academic regulations, curricula, syllabi and modifications.

Board of Studies prepares syllabi for various courses, keeping in the view of objectives of the college, and the needs of the stakeholders, and suggests methodologies for innovating teaching and evaluation.

Finance Committee acts as an advisory body to the Governing Body and prepare budget estimation. Non-Statutory bodies look after the overall planning and execution of the academic, non-academic, co-curricular and extra-curricular activities. Service Rules, Standard Operating Procedures, HR Policy and College Manual are created for various academic and administrative processes.

File Description	Documents
Paste link to Organogram on the institution webpage	https://kkcas.edu.in/documents/Organogram.png
Upload any additional information	View File
Paste link for additional Information	https://kkcas.edu.in/documents/Organogram.png

6.2.3 - Implementation of e-governance in areas of operation: Administration Finance and Accounts Student Admission and Support Examination	A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Documen	View File
Screen shots of user interfaces	View File
Details of implementation of e-governance in areas of operation	View File
Any additional information	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff and avenues for their career development/ progression

The institution takes effective measures for the welfare of teaching and non teaching faculty in all aspects.

Casual leave, medical leave and maternity leave

Winter and Summer Vacation

On Duty for staff attending seminars and conferences

Compensation leave for faculty members

Special leave for pursing higher studies

Late/Permissions for 2 hours per month

Monetary benefits

Employee Provident fund

Group insurance covering accidents and unexpected demise

Free transportation for all non-teaching staff and at subsidy rate for teaching staff members

Special increment on award on M.Phil & PhD

Facilities to avail the loan for employees

HOD/Dean/Other allowances on the faculty promotion

Financial support to the faculty members who register for research in our college

Cash award provided UGC CARE journal publication

Free food and accommodation for the staff staying in the college hostel

Financial support in the form of scholarship to the wards of the staff members

Seed money to faculty members to take up research projects

Festival advance and credit facility for non teaching staff

Awards and Certificates during Annual Day

Facility for indoor and outdoor games for faculty

Facilities for career developments

Annual tour and recreation for faculty

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://kkcas.edu.in/StaffWelfarePolicies

6.3.2 - Number of teachers provided with financial support to attend conferences /

workshops and towards payment of membership fee of professional bodies during the year

`25`

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development / administrative training programmes organized by the Institution for its teaching and non-teaching staff during the year

`02`

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	View File
Upload any additional information	View File

6.3.4 - Number of teachers who have undergone online/ face-to-face Faculty Development Programmes during the year: (Professional Development Programmes, Orientation / Induction Programmes, Refresher Courses, Short-Term Course, etc.)

`13`

File Description	Documents
Summary of the IQAC report	View File
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	View File
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly

The Institution has strong Internal and External Audit Mechanism. The Finance Committee as per the regulations monitors all the financial aspects of the Institutions.

Internal Audit Mechanism

Annual budget is prepared after collecting the budgets from various functional heads. The budget is thoroughly discussed in Finance Committee and the final budget is submitted to the management for the approval in the beginning of the year. Once it is approved, the management commits / allocates funds for the budgeted expenses.

The Finance committee reviews the expenditure with the budgets for adherence and deviation if any is discussed for remedial action. The Internal audit is conducted on daily basis by Finance Officer. Every Semester, Finance Committee Meeting is conducted to review the Income and Expenditure statements and audit issues. The library, computers, Furniture's stock verification is done annually and the report is submitted to Finance Committee.

External Audit Mechanism

External audit is conducted once in three months by qualified Chartered Accountant. Audit objections if any will be submitted to Finance Committee as well as to the management for necessary action. After conducting External audit/Statutory audit, accounts will be submitted to Income Tax Department with filling of IT returns every Year without fail.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	[https://kkcas.edu.in/ResourceMobilization Policy](https://kkcas.edu.in/ResourceMobilizationPolicy)

6.4.2 - Funds / Grants received from non-government bodies, individuals, and philanthropists during the year (not covered in Criterion III and V) (INR in lakhs)

0

File Description	Documents
Annual statements of accounts	View File
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	View File
Any additional information	View File

6.4.3 - Institutional strategies for mobilisation of funds and the optimal utilisation of resources

The institution mobilizes sufficient funds with budgetary provision for perspective growth, staff welfare and holistic development of the students. The institution is committed to provide sufficient funds for the activities like academics, research, sports and other extension activities apart for the development of the infrastructure facilities.

Mobilization of Funds

Since the Institution is Self-Financing Institution it mainly depends upon the students' fee for funds. The institution encourages the faculty members to apply for funding projects to conduct various programmes like seminars, conferences, Research Activities, etc. The faculty members are encouraged to mobilize funds through consultancy services. The Institution is recognized as a center for various exams and training programmes through which considerable amount is mobilized.

Utilization of Funds

The sufficient and judicious allocation of the funds is made for various activities like academics, research, staff welfare and students' welfare etc. Proper fund allocation is made in the budget for extension activities like sports, games and other extracurricular activities for the holistic development of the students. Since there is a proper and lowest budgeting system, the funds are optimally utilized for the quality enhancement and holistic development for the staff and students.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional Information	[https://kkcas.edu.in/ResourceMobilization Policy](https://kkcas.edu.in/ResourceMobilizationPolicy)

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance strategies and processes visible in terms of incremental improvements made during the preceding year with regard to quality (in case of the First Cycle): Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles)

IQAC was established with the goal of improving quality and ensuring sustainability. IQAC has developed a strategy for consciously and consistently improving the Institution's overall performance. The IQAC is an integral part of the institution's quality assurance and enrichment processes. IQAC audits and keeps records on all actions carried out at the institution.

The IQAC functions efficiently under the leadership of Principal and IQAC Coordinator in accordance with guidelines framed by NAAC. It's primary objective is to facilitate holistic academic excellence by actively engaging in various initiatives and endeavors.All activities carried out in the institution are audited and maintained on file by IQAC.

Additionally, the IQAC plays a vital role in gathering feedback from stakeholders, preparing AQAR report, conducting internal and external AAA audit, monitoring teaching, learning and evaluation process, organizing workshops, seminars, FDP and PDP for both teaching and non teaching staff. The IQAC coordinates with various clubs, cells and committees and suggests them in planning effective events for students. By promoting continuous improvement and innovation, it strives to elevate the standards of education and administration, ultimately contributing to the development and success of the institution

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://kkcas.edu.in/IQAC

6.5.2 - The institution reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC as per norms

Feedback System

In teaching learning process, feedback was collected on curricular aspects from the all the stakeholders. The institution has started allowing students to study the curriculum for every subject in order to boost the dedication of both professors and pupils. According to the Board of Studies members' feedback, teaching, research, and institutional processes are evaluated for both strengths and shortcomings. The College Council consists of Principal and senior faculty members who are responsible for monitoring and reviewing the institution's teaching, learning, and other activities. The Class Committee Meeting is conducted at the end of every semester on academic and non-academic issues.

ICT Tools in Teaching & Learning

For an effective teaching and learning process, the institution makes use of ICT-enabled tools. IQAC prepares the plan and motivates teachers to use the resources in classrooms and laboratories. Google classroom plays pivotal role in teaching-learning process. Online learning portals like Swayam, NPTEL, etc assist the students to improve their learning process. The institution has ICT classrooms and LCD projectors for effective curriculum delivery and also provides Moodle platform for online learning and conducts online tests. Aveon software was introduced to manage and record the academic related activities. Online library resources like DELNET and INFLIBNET are available at a well-stocked library.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://kkcas.edu.in/IQACMeetingMinutes

6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used for improvement of the institution Collaborative quality initiatives with other institution(s) Participation in NIRF Any other quality audit recognized by state, national or international agencies (such as ISO Certification)	A. Any 4 or all of the above

File Description	Documents
Paste the web link of annual reports of the Institution	https://kkcas.edu.in/AnnualReport
Upload e-copies of accreditations and certification	View File
Upload details of quality assurance initiatives of the institution	View File
Upload any additional information	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The institution promotes gender equity and sensitization for both male and female students and staff. The institution maintains a Gender Equity Policy for both students and teachers. 55% of our students are girls, and 90% of our teaching members are female. The Anti-ragging Committee, Discipline Committee, Grievance Redressal Cell, and Equal Opportunity Cell operate together to raise awareness against gender issues.

he institution's main gate is guarded by security personnel around-the-clock. The principal's office is equipped with CCTV cameras to safeguard both staff and students. Students as well as staff are given ID cards in order to keep strangers off college premises. In an emergency, medical services and ambulances are also provided.

The institution has signed MOU with Pupil Rhythm, counseling centre for gender sensitivity, equity and conducts personal and

group counseling. The college has common rooms for boys and girls with toilets and first aid kits, vending machines, disposal bins, Incinerators, separate girls hostel, parlour and Gymnasium.

The courses like Human Rights and Women Rights are offered to know the rights of each individual and also every woman in society. The Women Empowerment Cell aims at creating awareness of women rights and organizes various activities related to gender equity and sensitization.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional Information	https://kkcas.edu.in/documents/NAAC/7.1.1%20AI.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation: Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power-efficient equipment	**A. Any 4 or All of the above**

File Description	Documents
Geotagged Photographs	[View File](#)
Any other relevant information	[View File](#)

7.1.3 - Describe the facilities in the institution for the management of the following types of degradable and non-degradable waste (within a maximum of 200 words)

The institution has an excellent plan for Waste Management, both biodegradable and non-biodegradable. Our college has an MOU with "Star Associates" (ITC) for the disposal of paper waste and EWaste.

Solid waste is collected in dustbins placed in all campus utilization areas, and collected waste is separated based on its degradability. Since the campus is fully digitalized and equipped with Wireless Fidelity, using paper is reduced, and sanitary waste is burned in hygienic and environmentally friendly incinerators. The institution has a sewage treatment facility set up for recycling reasons. Trees, plants, and lawns

are irrigated with the recycled water. The campus has a reverse osmosis machine installed for gardening purposes.. The wastewater from the hostel and canteen's laundry and utensil washing is channelized into the campus green spaces. All electronic and electrical trash is gathered and sent for disposal or recycling. In junior classes, outdated systems are used as a demonstration piece. In the trash recycling process, the organization adheres to the four R's of waste management: refuse, reduce, reuse, and recycle. The local farmers receive the kitchen and canteen garbage to utilize in their farming process..

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geotagged photographs of the facilities	View File
Any other relevant information	View File

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

A. Any 4 or all of the above

File Description	Documents
Geotagged photographs / videos of the facilities	View File
Any other relevant information	View File

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
Geotagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File

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

7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy 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	A. Any 4 or all of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

7.1.7 - The Institution has a disabled-friendly and barrier-free environment: Ramps/lifts for easy access to classrooms and centres Disabled-friendly washrooms Signage including tactile path lights, display boards and signposts Assistive	A. Any 4 or all of the above

technology and facilities for persons with disabilities: accessible website, screen-reading software, mechanized equipment, etc. Provision for enquiry and information: Human assistance, reader, scribe, soft copies of reading materials, screen reading, etc.

File Description	Documents
Geotagged photographs / videos of facilities	View File
Policy documents and brochures on the support to be provided	View File
Details of the software procured for providing assistance	View File
Any other relevant information	View File

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

The institution is proactively taking efforts in providing an inclusive environment and initiatives to promote better education, economic upliftment of needy and setting communal harmony. The institution promotes culture, regional, linguistic, communal socioeconomic and other diversities.

Cultural inclusiveness and tolerance can play a crucial role to promote harmony. Pongal is the major celebration towards regional diversities in our Institution every year all the students come in ethnic costumes and participate in all events with great passion. Saraswathi pooja, Vinayaka chathurthi, Christmas etc are celebrated in a grand manner in the institution.

Linguistic diversity encompasses different types of qualities which comprise of language, grammar, and vocabulary of a person.

Regional diversity is an indication of each person's uniqueness from a certain area. Graduation Day, and Annual Day are conducted to motivate the students for future journey and to expose their talents and enjoy the diversity. Thanks Giving Day

and Lighting Ceremony are organized that will remind the students to show their gratitude.

Socioeconomic diversities created by offering scholarships to economically poor students and Fresher Party, teacher's day, orientation and farewell party, Induction program, Youth day, Women's day, Yoga day, festivals like Diwali celebration, and religious activities are performed in the campus.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File

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

The institution has vision to achieve excellence in academic and holistic development by nurturing values and obligation in higher education. We provide opportunities for students to strengthen the spirit of nationalism and inculcate moral values like truthfulness, equality, equity, harmony, peace and empathy. These are instilled in the young minds that help in strengthening the roots of democracy through National Service Scheme (NSS), YRC, RRC and various club activities. The institution holds several noteworthy programs to sensitize its employees and students to constitutional rights, duties, values and responsibilities as citizens of India. Constitutional Values are maintained for democracy, unity and integrity of the nation. Students are encouraged to participate in Indian Student Parliament.

Our NSS volunteers participated in Parliament Election duty, awareness on Rights of Voters, child labour, epidemic diseases, savings in Post office, usage of UMANG application. Value education is imparted through mandatory courses like "Ethics and Culture" and "Gandhian Thoughts" for the students in the college. Our NSS team voluntarily adopted the nearest villages and organized various welfare activities. College Social Responsibility (CSR) activities conducted in regular intervals. Through Citizen Consumer Club, various activities and competitions are conducted and students are made aware of the Consumer Protection Act.

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	View File
Any other relevant information	View File

7.1.10 - The institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic sensitization 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 Annual awareness programmes on the Code of Conduct are organized	**A. All of the above**

File Description	Documents
Code of Ethics - policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programmes, etc. in support of the claims	View File
Any other relevant information	View File

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

The institution takes proactive steps towards inculcating values amongst the students and staff, and celebrates National commemorative days such as Independence Day and Republic day.

National Handloom Day is celebrated to honour the handloom weavers in the state. Birth Anniversary of Dr. Sarvapalli Radhakhishnan is celebrated as Teacher's Day where the student honors all the faculty members.

Gandhi Jayanthi is celebrated by conducting essay competition for the students to remember his service to the nation.

Birth anniversary of Swami Vivekananda celebrated as National Youth Day and Birth anniversary of Srinivas Ramanujan is celebrated as National Mathematics Day. National Science Day is also celebrated in the campus.

In memory of Dr.A.P.J Abdul Kalam, former president of India, his birth anniversary is celebrated as World Students Day and Children's Day is also celebrated.

National Integration week is celebrated on the birth anniversary of First women Prime Minister of India Mrs.Indhira Gandhi and International Woman's day is celebrated by Women Empowerment Cell. International Yoga Day was celebrated to create awareness about the benefits of practicing yoga.

NSS Day, Road Safety Awareness Week, National Voters Day, World Disaster Day, World Environment Day, National Flag Day, Child Labour Eradication day, etc were celebrated by NSS.

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	View File
Geotagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

7.2.1 - Provide the weblink on the Institutional website regarding the Best practices as per the prescribed format of NAAC

Title of Practice 1: Institutional Social Responsibility through Clubs & Cells

The institution inculcates social responsibilities through NSS, YRC, RRC, ECO Club, etc. ISR activities includes blood donation camps, tree plantation drives, Cleanliness campaigns, etc

Objectives of the Practice

Foster social responsibility among students

Develop holistic personality of students

Practice

The institution helps to facilitate self growth and actualization of students' potential through myriad ways of activities through clubs and cells.

Evidence of Success

Increased student participation in ISR activities

Improved community engagement and outreach

Problems Encountered and Resources Required

Limited community awareness and involvement

Sustainability and continuity challenges

Title of Practice 2: Training & Placement Cell

Objectives of the Practice

Empower and prepare students to become industry-ready professionals at every stage.

Practice

TPC provides extensive placement training for students' right from first year to final year along with various training programmes and guide the students.

Evidence of Success

The success of these initiatives is evident through the consistent increase in placements where all the final year students got placed with maximum 4.0 LPA

Problems Encountered and Resources Required

Few students especially girl students who are from rural background which may restrict them to continue the jobs in IT industry

File Description	Documents
Best practices in the Institutional website	https://www.kkcas.edu.in/BestPractices
Any other relevant information	https://kkcas.edu.in/documents/NAAC/7.2%20Best%20practices.pdf

7.3 - Institutional Distinctiveness

7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust (within a maximum of 200 words)

The institution proactively focuses on institutional curriculum enrichment in enhancing academic programs, focusing on holistic development and employability skills of the students. The institution empower the students to thrive in an ever-evolving world by integrating and enriching curriculum enrichment which includes paper on Employability skills which is trained right from the first year along with learning materials and practical session to face the competitive world.

This employability skill paper is designed to foster adaptability, creativity and critical thinking, equipping students to navigate complex challenges and succeed in their future careers. This effective curriculum enrichment promotes academic excellence, student engagement and institutional reputation, solidifying the foundation for lifelong learning and professional growth.

Institutions play a pivotal role in enhancing employability skills through strategically designed paper. These initiatives foster essential attributes like communication, teamwork, problem-solving, adaptability, leadership and digital literacy. By integrating these skills into the curriculum, institutions empower students to excel in the workforce which enhances job prospects, improves career readiness and increases student confidence

By prioritizing employability skills, institutions bridge the gap between academia and industry, equipping graduates for success.

File Description	Documents
Appropriate link in the institutional website	https://www.kkcas.edu.in/InstitutionalDis tin ctiveness
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

To achieve recognition from national and international organizations in the form of grants and awards

To provide holistic value based education and inculcate entrepreneurial abilities in students to face the challenges of the corporate world.

To place among top 100 colleges in NIRF Ranking

To collaborate with Foreign Universities for Faculty and Student Exchange Programmes

To strengthen Research and Development activities and emerge as a creator of new and innovative projects that cater to the needs of society