Yearly Status Report - 2019-2020

Part A	
Data of the Institution	
1. Name of the Institution	**KOSHYS INSTITUTE OF MANAGEMENT STUDIES**
Name of the head of the Institution	**Dr.A.RAVI**
Designation	**Director**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**080123334466**
Mobile no.	**8754190173**
Registered Email	**director@kgi.edu.in**
Alternate Email	**draravi65@gmail.com**
Address	**31/1,HENNUR-BAGALUR ROAD,KANNUR (P.O),BANAGLORE**
City/Town	**BANGALORE**
State/UT	**Karnataka**
Pincode	**562149**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Rural**
Financial Status	**Self financed**
Name of the IQAC co-ordinator/Director	**Dr.M.KETHAN**
Phone no/Alternate Phone no.	**080123334466**
Mobile no.	**9502733317**
Registered Email	**kethan.m@kgi.edu.in**
Alternate Email	**kethanmanyam@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://www.kgi.edu.in/KIMS/rti

4. Whether Academic Calendar prepared during the year

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	https://www.kgi.edu.in/KIMS/rti

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**B**	**2.40**	**2019**	**28-Mar-2019**	**24-Mar-2024**

6. Date of Establishment of IQAC

6. Date of Establishment of IQAC	**07-Feb-2017**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Internal Academic Audit	**11-Nov-2019** **5**	**10**

Session on CO PO and attainment for newly appointed faculty members	22-Jul-2019 5	4
No Files Uploaded !!!		

8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
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9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	**3**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**

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

1.Promoted 'IDP (Industry, Institute, and Individual Connect) program for enhancing interaction between institute and industry 2.Successfully organized 2nd International conference 3.Implemented LMS (webex/GoogleClassroom) 4.8 MoUs signed with the industries to promote industry institute interaction

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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
To promote IDP	70 students was benefited in getting Internship
View File	

14. Whether AQAR was placed before statutory body ?	**No**
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	**Yes**
Date of Visit	**27-Mar-2019**
16. Whether institutional data submitted to AISHE:	**Yes**
Year of Submission	**2020**
Date of Submission	**20-May-2020**
17. Does the Institution have Management Information System ?	**Yes**
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	**Koshys institute of management studies maintains (ERP) Software for automation of academic and non academic processes is used in the institute to maintain and analyse the data related to various processes of institute. list of processes currently operational in the ERP software 1. Faculty inforamtion 2. Students database 3.lesson plans 4. Time tables 5.student Attendance tracking 6.SMS to the parents and students 7.faculty leave related Data base 8. Admisntrative information**

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

koshys institute of management studies ensures effective curriculum delivery through a well-planned and documented process: institute follows the academic calendar provided by Bengaluru North University and imparts quality education depending upon the resource potentiality of the institution. The institution has developed a structured and effective curriculum. Following are the various means through which it executes the curriculum: Faculty Meeting Head of the institution will be organizing Faculty and HOD's meeting on regular intervals to discuss about the progress and academic action plan needed. Academic Calendar Academic Calendar has been prepared according to the guidelines of Bengaluru North University. As per the norms, initiation and execution of activities are planned for future run, successfully. Lesson Plan The lesson plan includes: course outcomes, course objectives, content topics, reference books. The expected course outcome is achieved through the efforts put in by

the faculty with deep and thorough study of the subject at the beginning of every semester. The lesson plan provides an insight on how the course is delivered during a semester. Course File Contents: Sl.No. Particulars 1 Program Specific Outcomes (PSOs) 2 Course Outcomes (Cos) 3 Course Syllabus 4 Teaching Plan 5 Individual Time Table 6 Notes (Hard/Soft Copies) 7 University Question Papers and Model Paper 8 Unit Test I/II/Prelim: Question Paper, Attendance Record, Result Meeting Vision and Mission of the Concerned Department Each department sets its own Vision and Mission to match with the Institutional Vision and Mission. Program Specific Outcomes and Course Outcomes are developed for effective/successful run of each program. Deployment of the action plans: 1. Effective implementation of curriculum is periodically reviewed and rectified with gaps by HOD's and Faculty. 2. Based on the curriculum various assessment examinations like, Class Tests and Written Exams are regularly conducted as per the academic calendar. 3. Proper evaluation reviews of the results are carried out by the respective Faculty and the HOD's. Progress of the students is regularly informed to their parents through Phone Calls and Letter Correspondents. 4. The parents are invited to meet the HOD, Faculty and Class In-Charge to have an on-spot assessment of the student at the time of Parents Teacher Meeting (PTM). 5. Smart classrooms are provided to implement the curriculum effectively. 6. The communication skills of the students are built/strengthened/improved through aptitude sessions, critical thinking, group discussions and interviews, to meet the corporate requirements. 7. Faculties prepare syllabus coverage report, report of lectures conducted and record of remedial classes conducted. Based on these records continuous assessment report of the student performance is prepared and displayed on notice board.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
Tally ERP-9	Tally ERP-9	10/02/2020	16	EMPLOY ABILITY	YES
SAP MM	SAP MM	09/10/2020	16	EMPLOY ABILITY	YES
ETHICAL HACKING	ETHICAL HACKING	12/08/2019	48	EMPLOY ABILITY	YES
LOGISTICS	LOGISTICS	02/01/2020	48	EMPLOY ABILITY	YES
DIGITAL MARKETING	DIGITAL MARKETING	05/03/2019	48	EMPLOY ABILITY	YES
CLOUD COMPUTING	CLOUD COMPUTING	10/02/2020	48	EMPLOY ABILITY	YES
HR ANALYTICS	HR ANALYTICS	04/06/2019	16	EMPLOYABIL ITY	YES

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
No Data Entered/Not Applicable !!!		

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

	Certificate	Diploma Course
Number of Students	**626**	**35**

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
FOUNDATION COURSE	**02/11/2020**	**585**
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BBA	**BUSINESS ADMINISTRATION**	**78**
MBA	**BUSINESS ADMINISTRATION**	**117**
[View File](#)		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained

KOSHYS INSTITUTE OF MANAGEMENT STUDIES (KIMS) Educational System is a goal seeking, adaptive and self- corrective system. The Instruction Division, Faculty Peer Groups and the students are continuously involved in safe guarding the interests of the educational processes and maintenance of standards. The Instruction Division organizes the feedback and monitoring process of the institute. The functioning of Institution feedback mechanisms have established the credibility of the system, infused confidence among both faculty and students, increased active participation by motivated persons, improved mutual trust and has given a fillip to educational commitment and optimism. The Institution has four-tier student feedback system which is used to facilitate quality sustenance and improvement measures in the instruction and curriculum design processes. These are mentioned below: i) The feedback from students is reviewed and communicated on real time basis to the faculty members. This helps the faculty members to improve their teaching practices and also the feedback on courses is used in improving the course content. ii) Softcopy feedback in the form of questionnaire for all Lecture, Tutorial and Practical classes are collected by the student volunteers around a month before comprehensive examination for each course and submitted. The analysis is shared before the

commencement of the ensuing semester with all the faculty members through Head of Department (HOD). This method helps the faculty members to take future corrective measures in teaching and curriculum design. iii) Student Faculty Council (SFC) is constituted by each department as per the guidelines of Institutional Academic Heads. It comprises of student representatives from all years for all categories (boys and girls, different programmes, first degree, higher degree etc.) and faculty members (i.e. Professor, Associate Professor, Assistant Professor). The SFCs collect feedback from the students and share with individual faculty members to improve the programme curriculum, academic and pedagogic aspects of the courses, and faculty engagement. iv) The Institution also actively seeks feedback from the academic peers during various conferences seminars and workshops held in the institute. On an average more than 10 such programs are conducted every year across departments of Koshys Institution. The feedback of these interactions is shared by each faculty in the institute by giving a seminar on his/her experiences during the visit. In addition, visiting committees comprising of eminent academicians and researchers from institutes across the country are invited to review the curriculum periodically. V) College alumni who are distinguished academicians in other universities are also involved with the curriculum feedback process. They actively participate in these interactions during the alumni global meets. The feedback received from all these sources are sent to respective departments for initiating necessary changes like up-gradation of curricula etc The Institute undertakes several measures for effective development of the curriculum and pedagogy. Quality improvement at the micro-level: Routine anonymous feedback from the students as well as qualitative feedback from •Feedback received from the industry via our Placement Office and our Practice School office enables teachers and departments to review the curriculum internally every semester.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BBA	Business administration	200	200	119
BBA	Business administration (Aviation)	60	70	60
BCA	Computer Application	120	120	114
BCom	Commerce	100	90	56
BCom	Logistics	60	60	53
MBA	Business administration	120	110	75
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution	Number of fulltime teachers available in the institution	Number of teachers teaching both UG and PG courses

| 2019 | 469 | 87 | 46 | 12 | 58 |

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
58	58	32	30	2	10
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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Koshys Institute of Management Studies offers a 'Mentoring System' through which a group of students are assigned to a group of faculty members at the commencement of their academic program. The main objective of this mentoring system is to provide a reliable and comprehensive support system, to motivate students to excel in both academic and non-academic fields and to make the most of their life at the college. The mentoring system of the college ensures that the students adapt to the dynamic learning environment and lead their ways into highly successful careers. Benefits of Mentoring System • Students get access to a support system during the crucial stages of their academic, professional and intellectual development. • Enhances the students' confidence and challenges faced by them setting higher goals • Offers psychosocial support for the students • Helping the students to develop the interpersonal skill • Offers the students an exposure to diverse academic and professional perspectives, and experiences in various fields. • Mentees get a direct access to powerful resources of the institution • Offers the foundation for the students to reach greater heights in their professional lives. Responsibilities of a Mentor 1) Each group of students will remain associated with two/three mentors - at least one of them will be internal i.e., belonging to their own department and the external mentor(s) will be a counsellor. While internal mentors will play the key role for mentoring their own group of students, external mentors will assist this mentoring-system in form of offering guidance and constructive suggestion to internal members as and when required. 2) Mentors must meet their own group of students at least once in a month. They will give their best effort to motivate the students and will advise them about the advantages and importance of classroom teaching. 3) Mentors will play the major role in pointing out the slow learners. Mentors will pay special attention for them. This may help the institution reduce the rate of dropout at very initial level. The major criteria for identifying slow learners are their H.S. marks, performance in class tests and personal interaction with those students. 4) Mentors will help the students to understand the challenges and opportunities present in the college and develop a smooth transition to campus life. 5) Mentors will counsel academically backward students and to play an important role in helping troubled students cope with academic, extra-academic and personal problems. 6) At the end of each academic session the mentors will submit a brief summary on the status of his mentoring group to the team of core mentoring committee.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1388	58	1:24

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
58	56	2	2	10

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

Year of Award	Name of full time teachers	Designation	Name of the award,

	receiving awards from state level, national level, international level		fellowship, received from Government or recognized bodies
Nill	nil	Nill	nil

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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BCom	Nill	I Sem B.Com	06/12/2019	06/12/2019

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

Internal Assessment Each course offered at the institution will have two components. 1. Internal Assessment Marks and 2. Semester end examinations. Each paper will carry 100 marks in which 30 marks for internal assessment and remaining 70 marks for written examination to be held at the end of the semester. The duration of the external examination shall be for 3 hours. CIA for 30 marks are as follows. I and II semester Marks allotment Attendance 5 Two internal tests 10 Assignment 5 Presentation 5 Books/Journal article review 5 Total 30 III,IV,V and VI semester Marks allotment Attendance 5 One internal 5 Case study Presentation 10 Mini Project 10 Total 30 The above mentioned IA marks criteria is applicable for PG (MBA). All the semesters Marks allotment Two internal test 20 Attendance 5 Assignment 5 Total 30 I and II semester Marks allotment Two internal test 30 Attendance 5 Assignment 10 Behavior 5 Total 50 The above mentioned IA marks criteria is applicable for UG (BCA, B.Com, BBA). There are two subjects in BCA which follows 50 Internal Assessment Marks. Attendance Criteria: As per the university norms and regulations, students should have 75 attendance to write the university / semester exams. Daily twice attendance is marked in ERP and sends notifications to students and parents as well. This eligibility criterion has some relaxation to the students who has some medical emergency. The college strictly follows this and this student get attendance percentage notification through ERP every month. of Attendance Marks 75-79 1 80-84 2 85-89 3 90-94 4 95 5 Along with this for the Practical subjects and Projects at Bachelor of Computer Applications various coding and debugging assignments will be given and students are scored on their performance. This is mainly done to improve placement opportunities and various options for higher studies. CIE system at the institute helps for: • Improved students understanding in domain knowledge and over all development of students. • Improved results and pass percentage. • Reduced backlogs and detention. • Improved quality of projects. • Improved placements and options for higher studies. • Faculty members are rewarded accordingly basing on students performance.

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

An academic calendar is prepared by the concerned official at the beginning of each semester in line with the University's calendar consisting of various curricular, extra and co-curricular activities. The calendar is uploaded on college website, displayed on notice boards and is communicated to students through emails. It is updated and revised with respect to any changes suggested

by the university. All the classes and examinations are planned as per the calendar, thus ensuring complete adherence. Compliance of Continuous Internal Evaluation with Academic Calendar1. Classes and Lab time-table – Time table Coordinator of each department prepares the time table as per the guidelines of affiliating university for the number of credit hours for each subject and the academic calendar prior to the start of the semester. Time-table is uploaded on the college portal (ERP) and displayed on notice boards of every department. 2. Course files and Lecture Plan- After the allocation of subjects to faculty, course file of each subject is prepared consisting of detailed teaching plan. It also contains the assignments to be uploaded on every scheduled date of academic calendar. This course file is duly approved by the Head of the department. 3. Internal Examinations- The dates of CT1, CT2 and Pre-University Exam are mentioned in the academic calendar. Detailed Examination schedule is announced in advance, by Director (Academics) respective HODs. To maintain further compliance, exam sheets are checked within three days after the commencement of each examination. In case of labs and projects, internal viva and practical exams are conducted by respective departments before/after the pre university examinations. 4. Question Paper Setting- The question paper of internal exams is prepared by concerned faculties and is approved by head of the department. The Director, Academics selects question paper for common subjects out of a pool of papers prepared by all concerned faculties. 5. Exam sheets evaluation- The answer sheets are cross checked in each department to ensure transparent and unbiased evaluation. 6. Assignments and Quiz - In addition to the tests, assignments and quizzes are also the part of Continuous Internal Evaluation. Assignments are provided to students on the scheduled dates mentioned in the academic calendar and solutions are submitted by students within three days. Every teacher conducts regular class tests consisting of MCQs on the related topic for practice and revision with the help of Google forms. 7. University Exams- The tentative dates for university exams are indicated in the academic calendar. The final university exam schedule is also displayed on students' notice boards. 8. Student feedback – At the end of academic session students submit their feedback for each subject through online feedback forms maintaining complete anonymity 9. Academic Monitoring- Each Head of the Department maintains a monthly monitoring report on course coverage, student attendance and assignment provided for every subject. Remedial classes are conducted for weak students in mathematical/conceptual subjects. 10. Amendments- In case of unseen conditions, academic calendar is modified and revised as per the instructions of Director of the Institute only.

2.6 – Student Performance and Learning Outcomes

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

https://www.kgi.edu.in/KIMS/rti

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
C4	BCom	COMMERCE	95	75	73.68
C2	BBA	BUSINESS ADMINISTRATION	79	58	73.42
SB	BCA	COMPUTER APPLICATIONS	40	26	65

MB	MBA	MASTER OF BUSINESS ADMINISTRATION	117	115	98.21
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2.7 – Student Satisfaction Survey

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

https://www.kgi.edu.in/KIMS/rti

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Minor Projects	Nill	Nill	Nill	Nill
View File				

3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
International webinar on Rediscovering Experiential Learning in Higher Education -Scope and Challenges	MBA	04/05/2020
Workshop on Machine learning and Artificial Intelligence	BCA	07/02/2020
Seminar on Intellectual Property Rights	MBA	17/02/2020
Work Shop on Union Budget 2020	B.COM	17/02/2020
One Day work shop on Review of Literature	MBA	18/01/2020
Workshop on Personality Development	MBA	15/12/2019
National Conference onInnovatine mangement Practices towards Business Excellence	MBA	16/11/2019
Faculty orientation program on Entrepreneurship Development	BBA	11/10/2019
Workshop on Teaching and Learning Methods	BBA	06/07/2019

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Placement	Nill	Nill	22/10/2020	EDUCATION
Placement	Nill	Nill	20/09/2019	EDUCATION
Teaching Excellence	Sarvotham Acharya Puraskar	Sarvotham Acharya Puraskar	03/11/2020	NATIONAL /EDUCATION

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

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	Nill	Nill	Nill	Nill	Nill

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	1	0

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

Name of the Department	Number of PhD's Awarded
NIL	Nill

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	BCA	1	1.11

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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
BCA	8
B.com	8
BBA	10
MBA	10

No file uploaded.

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NIL	NIL	NIL	Nill	Nill	Nill	Nill

No file uploaded.

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NIL	NIL	NIL	Nill	Nill	Nill	Nill

No file uploaded.

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Presented papers	16	2	Nill	Nill
Attended/Seminars/Workshops	Nill	Nill	36	Nill

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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
No Data Entered/Not Applicable !!!			

View File

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
No Data Entered/Not Applicable !!!			

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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Health and Hygienic	Sathanur Government school	Creative Learning	6	6

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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
No Data Entered/Not Applicable !!!			

View File

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!				

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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
No Data Entered/Not Applicable !!!			

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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
30000000	29066707

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
No Data Entered/Not Applicable !!!	

View File

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
LIBSOFT	Fully	9.8.5	2018

4.2.2 – Library Services

Library Service Type	Existing	Newly Added	Total
No Data Entered/Not Applicable !!!			

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NIL	Nill	Nill	Nill
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	128	74	100	2	2	27	9	100	14
Added	12	10	0	0	0	0	0	0	2
Total	140	84	100	2	2	27	9	100	16

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

100 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NIL	Nill

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
20000000	18023987	30000000	28217968

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

The Institute has committee that oversees the maintenance of buildings, classrooms and laboratories. The maintenance committee is headed by the Administrator who in turn monitors the work of the Supervisor at the next level. The Supervisor is accountable to the administrator and functions as the coordinator who efficiently organizes the workforce, maintaining duty files containing details about their individual floor - wise responsibilities, timings, leave etc. The maintenance officer conducts periodic checks to ensure the efficiency / working condition of the infrastructure. Adequate in - house staff is employed to meticulously maintain hygiene, cleanliness and infrastructure on the campus so as to provide a congenial learning environment. Classrooms, Staffrooms, Seminar halls and Laboratories, etc are cleaned and maintained regularly by Non - teaching staff assigned for each floor. Wash rooms and rest rooms are well maintained. Dustbins are placed in every floor. The Green Cover of the campus is well maintained by a fulltime gardener. Optimum working condition of all properties/ equipment on the campus is ensured through annual maintenance contracts (AMC). The AMC purview includes maintenance of Generator, Air Conditioners, CCTV cameras and Water Purifiers. Apart from contract workers, the college has trained in - house electricians and plumbers. Lab assistants under the supervision of the System administrator maintain the efficiency of the college computers and accessories. Parking facility is well organized. It is efficiently maintained by our Facility Department. The campus maintenance is monitored through surveillance Cameras. Every department maintains a stock register for the available equipments. Proper inspection is done and verification of stock takes place at the end of every year. The civil and electrical work is adequately monitored and

maintained by the Estate office. Periodic reporting on requirements of repairs and maintenance are submitted by the HODs to the Administrative office. The requirements are collectively processed in every semester break so as to keep things ready for the new semester. Pest control of library books and records is done every year by the maintenance department. Manager and his team are involved in the maintenance of infrastructure facilities. This team looks after the regular maintenance of civil works such as furniture repairs, masonry and plaster works, painting, carpentry, plumbing and house- keeping. The non-teaching staffs are also trained in maintenance of Lab and computer equipment's. The Administrator and his team look after the maintenance of rest rooms, approach roads and neatness of the entire premises. Housekeeping services are regularly executed and monitored.

https://www.kgi.edu.in/KIMS/campusFacilities

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Merit scholarships	81	2531200
Financial Support from Other Sources			
a) National	BC fees concession merit cum sanction	35	492830
b)International	Nill	Nill	Nill
No file uploaded.			

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

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
No Data Entered/Not Applicable !!!			
View File			

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2019	KIMS Competitive Exam coaching	120	120	12	5
No file uploaded.					

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

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

		redressal
10	10	3

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
No Data Entered/Not Applicable !!!					
View File					

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2019	10	BBA	BBA	KOSHYS INSTITUTE OF MANAGEMENT STUDIES	MBA
2019	15	B.COM	B.COM	KOSHYS INSTITUTE OF MANAGEMENT STUDIES	MBA
2020	10	BBA	BBA	KOSHYS INSTITUTE OF MANAGEMENT STUDIES	MBA
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Any Other	5
No file uploaded.	

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

Activity	Level	Number of Participants
No Data Entered/Not Applicable !!!		
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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
Nill	nil	Nill	Nill	Nill	Nill	Nill
No file uploaded.						

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

5.3.2 Active Student Council Representation of Students on Academics Administrative bodies/Committees Koshy's Institute of Management Studies has its student's council with student representatives from MBA, B.Com, BBA and BCA. The student representative actively takes part, suggests and contributes in administrative work of the institute by means of developing an effective communication between students and the institute. The composition of student council is S. No List of Heads Heads in Numbers 1 PRESIDENT 1 2 VICE PRESIDENT 4 (one member from each department) 3 GENERAL SECRETARY 1 4 SECRETARY 1 5 TREASURER 1 6 JOINT SECRETARY 4 (one member from each department) 7 FACULTY ADVISOR 4 (one member from each department) The new student representatives are elected unanimously among the first year students of all departments. The student council members are selected based on following criteria: 1) Good communication skills (verbal and written) 2) Planning Organizational skills 3) Problem solving Reasoning skills 4) Interpersonal skills 5) Ability to give constructive suggestions and appropriate solutions OBJECTIVES: • Student Council is the representative body of the students of the college. • The objective is to make the students participate in the development of the institute as well as in the process develop their personality, organizational skills and career through interactive programs with the faculty, administration and society. • The goal of the student council is to provide a common platform to students for co-curricular and extra-curricular activities. It is responsible for all the major technical, cultural, literary and sports activities organized in the college premises. • Activities under the council will be well supported by a team of faculty members DUTIES AND RESPONSIBILITIES OF THE COUNCIL MEMBERS: PRESIDENT Delegates power to Vice President, General Secretary and other office bearers to manage overall activities, taking adequate measures to safeguard the interest of the students/association. GENERAL SECRETARY/SECRETARY Spearheading the council activities, planning, executing and monitoring the calendar of activities across the academic year. TREASURER To plan the budget for the various events handled by the student council, manage the disbursement of funds allocated to the council and prompt preparation of statements of account. TECHNICAL COMMITTEE To organize intra and inter collegiate technical festival, members of the committee will have responsibilities such as choosing the talent for the events, coming up with an interesting and relevant theme that unifies people, advertising events, and recruiting volunteer. Also create awareness of participation in these events both inside and outside the campus. CULTURAL COMMITTEE To organize intra and inter collegiate cultural festivals, choosing the talent for the eventsadvertising events, and recruiting volunteers. Also create awareness of the importance of participation in these events both inside and outside the campus. NSS ACTIVITIES To organize awareness campaigning, conductrally, arrange blood donation camps, road safety programs etc.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

5.4.2 – No. of enrolled Alumni:

250

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

120000

5.4.4 – Meetings/activities organized by Alumni Association :

1

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

The institution practices decentralisation and participatory management in keeping with its belief in collective leadership and democratic traditions. A particular reflection of this practice may be seen in the extensive delegation of authority to the Heads of the various Departments in the college. 1. Academic director Level The governing body delegates all academic and operational decision based on the policy to academic team headed by the academic director to fulfil the vision and mission of the institute and formulate common working procedure and entrust the implementation with the faculty members. 2. Faculty level Faculty members are given representation in various committee/cell and allowed to conduct various programs to showcase their abilities. Their encouraged to develop leadership skills by overseeing various academic, co-curricular, and extracurricular activities. they are given authority to conduct industrial tours and to have tie up with industry expert and appointed as coordinator and convener for organizing seminar/webinar/conference/FDP/Experiential learning/ blog writing. Other units of institute like sports, library. We have operational autonomy under the guidance of the various committees/cell. 3. Student Level Students are empowered to play an active role as a coordinator of co- curricular/ extracurricular activities, and social service activities. Participative Management The institution practices decentralization and participatory management in keeping with its belief in collective leadership and democratic traditions. A particular reflection of this practice may be seen in the extensive delegation of authority to the Heads of the various Departments in the college. Students and faculties allowed to express for any suggestion to improve the excellence in any aspect of the institute. The Ways in which Heads of Departments participate in the Management Process: • The Head of the Department oversees the Teaching Plans of his/her departmental members. • He/she is empowered to adjust in the routine, and to allot teaching assignments and evaluation duties. • He/she enjoys the privilege of convening departmental meetings where the programmes for the entire term are decided. • He/she often takes the lead in planning seminars, workshops, career counselling sessions, remedial measures, interdepartmental and inter-college exercises, departmental excursions, and study tours. • He/she is at liberty to introduce creative and innovative measures for the benefit of his/her students. • Heads of Departments plan, prepare and publish the departmental magazine or working paper in consultation with his/her departmental colleagues. • He/she, in consultation with his/her department oversees the paper-setting, moderation, evaluation, and marks submission of all internal examinations of the department, and determines the admission and promotion criteria of the students. • He/she decides on the nature, pattern and duration of special and remedial classes for the students of his/her department. • Every faculty is given two hours per week to attend experiential learning class to enhance subject knowledge as well as give innovative ideas to teach the subject. • Institute introduced blog, both for academician as well students to enhance writing skills. The above enumeration of features comprising participatory management points fairly conclusively to the ethics of decentralization which is integral to the institution

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	As the institute comes under BN University, the college follows the syllabus prescribed by the university. Though there is prescribed textbooks for each stream, the institute has initiated few add on programs to meet up the industrial requirements and global scenario. ? The HoDs and industrial experts discussed and finalized the add on programs with relevance to the need of the hour. These programs were carried out by both internal and external faculty members. These programs are reviewed periodically with feedback from the students and faculty members and appropriate revisions has taken
Teaching and Learning	The academic director along with the vice principal, HODs and faculty members carries out an effective teaching learning process. The college encourages e-learning methods and provides resources for the same. Our campus is Wi-Fi enabled and has smart classrooms. Effective use of ICT tools enhances the quality of effective teaching learning process and make it more learner centered. Apart from the chalk and talk method, the college conducts study tours and industrial visits. Guest lectures and skill development programs were conducted periodically. The faculty recruitment is based on the norms of the UGC with a strong academic track record and a passion for teaching to enhance the teaching learning process. Regular Faculty Development programs conducted to improve the creativity and innovation.
Examination and Evaluation	As per the university norms semester exams are conducted, apart from that there is continuous monitoring of the students through unit tests, preparatory exam etc. Periodic tests are conducted to check the students learning status and provides remedial classes if necessary. Examination Evaluation process is made known to students and parents well in advance and the same is communicated to them through SMS. Students and parents' feedback are collected, and necessary

	actions are taken to improve the process.
Research and Development	The research development committee has constituted in the institute to promote research projects among students and faculty members. Committee has extended support to avail funding and grants from the university and government agencies for the research projects. It has also reduced the workload of the research scholars to concentrate on their projects thus provides a better working environment for them. The committee monitors and motivates the research programs by addressing different issues related to research. The committee meets periodically to recognize the trends and suggestion were given to improve the quality research.
Library, ICT and Physical Infrastructure / Instrumentation	The institute has a well-equipped library with Wi-Fi connection, required furniture and wide collection of academic books. The librarian along with his staff, coordinates with the HODs and faculty members to purchase the books and journals. Library provides a large collection of E- books E Journals, CD videos The digitalized library has the following E - Resources • Delnet • J-Gate • Library software – Libsoft 9.8.5
Human Resource Management	The recruitment of the staff members is based on UGC State policies. The institute follows very structured, best recruitment and retention policies. The institute has a 360-degree appraisal evaluation and reward system. The institute encourages Individual growth and promotion based on the performance of the staff. The institute supports the staff to attend external activities like seminars, workshops, FDP, valuation and paper setting etc. and OODs are provided.
Industry Interaction / Collaboration	The institute established Career Guidance and Placement Cell and has a better interaction with the industry. This benefits our students highly in experimental learning and internship programs. Industry interaction Collaboration also helps in creating competent professionals in accordance with the Global scenario. The industrial experts along with the faculty members decides Add-on programs

Admission of Students	Admission of Students Admission of UG PG courses are done in the campus and through ERP portal based on the university rules and regulations. The selection of students is based on their eligibility and followed by a screening test. The selected students will enroll into different courses according to their preferences. The admission closes once the number of seats is filled. PG admission is based on the eligibility test conducted by the university

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

E-governace area	Details
Planning and Development	No.72, MIG Ist B Stage,KHB Colony,Basaveshwara Nagar, Bangalore -560079 Livonia Technologies Pvt Ltd, Regd Office 1701,Sriram Samridhi Appt, Thoobarahalli, Marathalli PO,Bangalore 560066 2014 2018
Administration	Campus resourse management for module, Pay core module, Exam Module 2016
Finance and Accounts	Pay U Money, G-Pay,phone pay 2019
Student Admission and Support	M Cube-2016 ERP Livonia Technologies Pvt Ltd, Regd Office 1701,Sriram Samridhi Appt, Thoobarahalli, Marathalli PO,Bangalore 560066 2019
Examination	Bangalore University 2013 Bangalore North University 2018

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	Prof Kavita Mahar	National Conference 2days	Sindhi College	3500
2019	Prof.Priyanka MNK	National conference	Review of Research-, Sustainable Consumption : New trend in the market: A study in Bangalore city .	1500

2020	Prof.Rozy	Journal of Emerging Technologies and Innovative Research	Journal of Emerging Technologies and Innovative Research	2500
No file uploaded.				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
No Data Entered/Not Applicable !!!						
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Goods and Services Tax(GST) Impact of GST on Industries	15	22/03/2019	23/03/2019	8
FDP- Enhancing Institutional Excellence-The Role of Teachers and Management	20	17/01/2019	19/01/2019	6
Research and Data Analytics	20	05/02/2020	06/02/2020	5
No file uploaded.				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
7	Nill	9	Nill

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Employees state insurance cooperation(ESI)/ Mediclaim, Employee quarters, canteen,	Employees state insurance cooperation(ESI)/ Employee quarters	NIL

transport facilities, maternity leaves, PF		

6.4 – Financial Management and Resource Mobilization

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

Yes, the Institution conducts internal and external audits regularly for smooth functioning of the Institution. All accounts are audited and certified by qualified auditors appointed by the institution. The audited reports are submitted to the management. The institute has a mechanism for internal and external audit. The institute has its own internal audit mechanism where it is an ongoing continuous process in addition to the external auditors to verify and certify the entire income and expenditure of the institute each year. Day to day accounts are maintained in Tally ERP. Bi-annual internal audit is conducted by the auditors of the institution. Institution is bound with internal audit mechanisms such as: ? Vouching of receipts and postings to ledger, TDS deductions, and payments ? Scrutiny of scholarship disbursement registers ? Preparation of receipts and payments. Submission of Audit report Half yearly audit is conducted by the external auditor's M/S. .... and Associates. The Institutional mechanism for external audit is: Thorough scrutiny of payments and receipts Verification by head of an accounts in the Tally ERP Capital expenditure verification with bills, quotations received and comparative statements. The finalization of Balance Sheet by external auditors after examination of books of accounts.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
nil	Nill	Nill
No file uploaded.		

6.4.3 – Total corpus fund generated

No Data Entered/Not Applicable !!!

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Academic Council	Yes	IQAC INTERNAL ASSESSMENT COMMITTEE
Administrative	Yes	Madhav r Dixit -Associates	Yes	IQAC INTERNAL ASSESSMENT COMMITTEE

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

Response: The Parent Teacher Association of College is very active and is giving considerable assistance for the improvement of facilities within the institution. • Developmental programs have been taken up by PTA for the benefit of students and staff including workshops, training, counseling up gradation of co-curricular and extra-curricular activities. • Meetings are held to discuss the issues related with the smooth functioning of the college. The PTA provides a common platform for interaction of parents and teachers in order to improve the facilities for academic excellence. • Letters/report cards are sent to the

parents regarding the progress of their children in the academics

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

The prime concern to the IQAC is Faculty Development. Various programmes for faculty development are planned by IQAC, which will enable the faculty to improve their skills which in turn, they can apply in their pedagogical methods. • FDPs, Workshops, Conferences and Seminars on a regular basis are arranged by the Institution. Eminent Resource persons are invited to share their knowledge with the faculty. Topics related to the latest developments in various fields are chosen for discussions. • The faculty are also encouraged to attend FDPs conducted by other Institutions. Faculties from other Institutions are also invited to participate in the FDPs hosted by the Institution. • FDPs are organized on contemporary issues, e-content development, sessions on preparation for NET/SLET and research projects.

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

1.Purchase of google workspace webex for virtual teaching 2.formulated ED Cell 3.Started IDP program to create linkage between institution and industry 4.Proposal for recording studio to prepare E-content

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!					
[View File](#)					

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
A Seminar on Life skills based personal safety and gender education	11/11/2019	20/11/2019	20	20
orientation on women health and hygiene	03/02/2020	05/02/2020	25	20
workshop on women safety and protection	11/09/2019	11/09/2019	30	30

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:			

Percentage of power requirement of the University met by the renewable energy sources
Tree Plantation, Environmental Education, Solar Panels, Led lights, Organic farming, Vermicompost, Rain Water harvesting/recharging ground water

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Provision for lift	Yes	4
Ramp/Rails	Yes	3
Rest Rooms	Yes	3

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2020	2	2	20/10/2020	5	Sponsored some of the sports items to 300 students of Primary and Higher-level students of the Government School	Created an awareness among the students on the importance of sports.	25
2019	1	1	08/05/2019	3	A visit to RVM Humanitarian Transit Home (old age home)	Donated prescribed medicines to the Elderly home	25
No file uploaded.							

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

Title	Date of publication	Follow up(max 100 words)
HR Policies	09/02/2019	RECRUITMENT SELECTION PROCESS 1.PURPOSE: 1.1Our objective is to create an opportunity for candidates who are looking for a

professional career. We are in search of budding talents with multi task growth and professionals to contribute the best of their ideas in the interest of the person and the organization. As our Institution is NAAC accredited, AICTE guidelines are tried to be followed while recruiting academic staff. We build a culture of friendly environment and fun infused campus with varieties of activities. 2.APPLICATION PROCESS All applications should be processed through HR. This includes applications for a specific position as well. A walk-in applicant should fill candidate's resume format and submit along with their CV to HR. Candidates applying through email applications/job portals will be coordinated if shortlisted. Profiles will be shortlisted as per the requirements, AICTE guidelines and position available by HR HODs. Interview will be schedule for all the shortlisted candidates. Candidates will be informed on any changes in the interview schedule. A candidate who has appeared for the interview is eligible to reapply again only after 6 months from their last interview. 2.1 HOW TO APPLY Step – 1: Involves emailing your CV, list of publications, statement of research interests, and the names and addresses of four references to the supplied email, being sure to refer to the announcement number in

the subject line. Step – 2: Candidates can also apply through KGI website "Careers" page. By doing this the resume reaches HR directly. Step – 3: Candidates can also apply through their known contacts of employees working in the Institution. This process of application is called recruitment through internal reference. 3.SELECTION PROCESS Selection of right candidate, especially in academics is always done by a selection panel including the Academic Director, Head of Department, other subject matter experts and HR. Final round of Selection is done by the CEO/Executive Director 4. RESONSIBILTY Selection Panel is responsible for following the procedures and spirit of this policy. The Human Resources department assists departments to source, transfer and promote candidates. 5. RESOURCE Contact the appropriate Human Resources department if you have questions or if you would like more information about this policy.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Blood Donation Camp	16/07/2019	16/07/2019	150
Independance Day Celebration	15/08/2020	15/08/2020	50
Drug awareness Programme	11/11/2019	11/11/2019	80
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

ECO FRIENDLY PRACTICES IN THE CAMPUS Rain water Harvesting Rainwater is collected from a roof-like surface and redirected to a tank, cistern, deep pit.

The study observed that the Water tanker supply system, Tube well and Municipal connection are major sources of water in college and both the hostels. Water is used for drinking purpose, toilets and gardening. The waste water from the RO water purifier is used for gardening purpose. During the survey, no loss of water is observed, neither by any leakages, nor by over flow of water from overhead tanks. Bio Degradable Waste Management waste production and disposal of different wastes like paper, food, plastic, biodegradable, construction, glass, dust etc. and recycling. Furthermore, solid waste often includes wasted material resources that could otherwise be channeled into better service through recycling, repair, and reuse. Solid waste generation and management is a burning issue. Unscientific handling of solid waste can create threats to everyone. Use of Led Lights and Solar Energy Energy source utilized by the campus is electricity only. Total average energy consumption is determined as 2814 KWH/month. The entire campus including common facility centers are equipped with LED lamps and LED tube lights, except at few locations. Besides this, photovoltaic cells are also installed in the campus as an alternate renewable source of energy. The Computers are set to automatic power saving mode when not in use. Encouraging Use of Electric vehicles Restricting the Use Plastic free zone. Making the campus Plastic free zone Creative Awareness to minimize the excessive usage of water among students. Green Area This includes the plants, greenery and sustainability of the campus to ensure that the buildings conform to green standards. This also helps in ensuring that the Environmental Policy is enacted, enforced and reviewed using various environmental awareness programs. Observations Campus is located in the vicinity of many trees (species) to maintain the bio-diversity. There are 1061 trees and plants in our campus. They are 1. Cuban belly palm trees-37 2. Silver Oak Tree-90 3. Coconut tree-90 4. Fig fruit tree-1 5. Mango trees-4 6. Jack fruit trees-3 7. Bamboo-14 8. Tek-12 9. Flowering Plants-16 10. Small Plants-15 11. Rose Plants-2 12. Shrubs-812 13. Tulsi-2 14.Neem-2 15. Alovera-9 16. Gooseberry-1 17. Ornamental Plans-4 Various tree plantation programs are being organized at college campus and surrounding villages through NSS (National Service Scheme) unit. This program helps in encouraging eco-friendly environment which provides pure oxygen within the institute and awareness among villagers. 400 saplings to be planted by all the departments. We have started giving tulsi plants for all our guest of each events conducted by each department

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Experiential Learning Objectives of the Practice ? Experiential learning is an engaged learning process whereby students "learn by doing" and by reflecting on the experience. ? Opportunities for students to take initiative, make decisions, and are accountable for the results. Experiential learning aims for student achievement in three primary goals, 1. Students feel ownership of their learning process and are empowered to actively engage with their teachers and peers. They are creative and resourceful with faced with challenges in their learning 2. Students feel connected to the content, their classmates, and their teachers. 3. Students are able to apply their knowledge and skills to a wide array of contexts, both within the subject and to diverse future experiences. With experiential learning, students are given the opportunity to apply data and ideas in a real-world situation where they too play an active role. As the student interacts with the information, it becomes real to them. The context ? Experiential learning is an opportunity for learners to apply what they've been taught to solve real-world challenges. Learners test their understanding of underlying principles, processes and procedures and can experiment and adapt their practice to achieve best outcomes. ? Every experiential learning activity should include a debriefing session where learners receive feedback and

coaching from experts and fellow team members. ? Every experiential learning activity should include a debriefing session where learners receive feedback and coaching from experts and fellow team members. ? One important principle is that learning occurs when specific experiences are accompanied by reflection and critical analysis, allowing students to synthesize information they've learned and come to a deeper understanding of a topic. This point again emphasized the importance of reflection in experiential learning. The Practice ? The students of particular class who is undergoing experiential learning will be divided into teams. ? Each team will have about 5 to 6 members. ? The activity or the problem to be solved will be given to each team. ? Each team will be given time to discuss about the activity and students are engaged, requiring students to investigate and ask questions on their own ? After that one by one all the team has to present the analysis or discussion.

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

https://www.kgi.edu.in/KIMS/rti

7.3 – Institutional Distinctiveness

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

KIMS ensures to impart quality education to all its students to enhance their intellectual ability and tries to nurture their talents. Its main aim is to empower our future generation academically and this is well evidenced by the success of some students. Many of our students are academically well enriched to be employed in many reputed institutions many students of this college are ranked as university toppers at Bangalore University. For which, Faculty constantly upgrade their knowledge and expertise by taking up periodic training in new technologies, participating in Seminars and Faculty Career Development Initiatives (FDP's) or virtual simulations. Areas of Priority and Thrust: - 1. KIMS conducts multitude of activities to develop the academic and overall personality of the student, making him a socially responsible citizen. 2. In order to promote entrepreneurship among students, the College has constituted an Entrepreneurial Development Cell. 3. For promoting research knowledge, the college has established the Research Cell. It organizes sessions on how to write research papers, where experts are called to guide the students 4. The Alumni Committee of the College has organized online interactive sessions with executives from different fields in order to provide the students with a broad perspective of various career opportunities. 5. The college also tries to enrich the student 39s cultural activities and in games and sports. The college shapes the learners into better citizens enriched with self-confidence, perseverance, patriotism, and humanity. 6. The college organises 'Blood Donation and Health Check-Up Camps' not only for the students and staff but local youth clubs, hospitals and people also benefited from it. 7. The college has signed an official MoU with various research institutes and companies to inculcate the universal values of peace, love, liberty, fraternity, non-violence and compassion among our students. 8. The college has a spacious and well-equipped ground with all gymnastic equipment. It is open for every youth of the KIMS at free of cost. Hundreds of students are benefited from the college infrastructure. 9. Apart from the normal syllabus in the various courses, students are provided with add-on courses to enhance their employable skills. 10. The NSS unit of the College is quite active throughout the year organising various outreach programs like blood donation, cleanliness drives, tree plantation drives, etc., in addition to a 10-day camp in the outskirts of Bengaluru to render service to the local community. 11. Intelligence plus character is the goal of true education. For developing a sense of respect towards moral values, the College strives to offer 'Value based education' by

inculcating moral values like truth, sincerity, hard work and generosity in every activity performed. 12. An ISR Cell has been constituted for creating awareness about social responsibility. The ISR Cell has a tie up with Pre-University Colleges, where the students visit schools in Bengaluru and conduct various classes. 13. Extension activities are the best examples of national development.

Provide the weblink of the institution
https://www.kgi.edu.in/KIMS/rti

8.Future Plans of Actions for Next Academic Year

 uture Plans of Action for Next Academic Year Koshys Institute of Management studies vision to striving continuously for excellence in Management education with global leadership qualities and entrepreneurial skills to make a significant contribution to the nation building cater to the needs of the society with the following future plan of action for the next academic year To open more courses at UG Level. To open more PG courses in emerging subjects. Certificate courses in vocational programmes will be introduced and to start spoken English Course for Past and Present student. To provide quality education to socially and economically backward classes. To bring out educational and cultural development of rural population. To promote intellectual, ethical and cultural development of society. To increase the use of modern and innovative teaching aids for effective teaching and learning process. To increase the number of MoU's by each academic department for student and faculty exchange. Strengthening the Alumni database their contribution at the departmental level Implementation of online attendance mechanism both for students To introduce increase various Health Care Programs. Promoting International collaboration for Academic Interaction and Research Resource Exchange. To create an Incubation Centre for Social sciences projects Conducting programmes to encourage and support students to start their own business ventures. The institution plans to focus more on research and Development in the next Academic year by increasing the publications of faculty and also motivating students' community to write research papers. Construction of 3000 sq.ft. Examination Hall for college examination and University examination. Expansion of college central library. Construction of 2,200 sq. ft. Archaeological Museum. To ensure a Clean ,Green, plastic free, Junk food free Tobacco free campus make the campus eco-friendly Formation of Blood Donors Club from students community Bio Metric attendance system for staff members To increase number of books, Research Journals and strengthen e-library. Online feedback system for students other stakeholders To create Parent-Teacher Association. Usage of e-Resources in all the academic departments Workshop for students on skill development Programme . Awareness programme on Entrepreneurship for Students Organization of more Seminars/Workshops on Use of ICT in Quality Teaching Learning and Research Methodology for quality research work. To promote research activities. To Organize All India Hockey Tournament