SELF STUDY REPORT

FOR

3rd CYCLE OF ACCREDITATION

KBN COLLEGE

KT ROAD, KOTHAPETA, VIJAYAWADA
520001
www.kbncollege.ac.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

August 2018

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

KBN College (Autonomous) is an exuberant outcome of a century old illustrious charitable organization, Sri S.K.P.V.V. Hindu High Schools Society, which for the last 112 years, has been providing education through its eight reputed institutions. It is known for its perseverance to academic excellence and value-based holistic education. The College firmly believes in the maxim that service to Man is service to God.

The foundation stone was laid on 06.11.1964 by Sri. Kasu Brahmanada Reddy, the then Honourable Chief Minister of Andhra Pradesh. Named after the founder Sri Kakaraparti Bhavanarayana Shreshty, the college is illuminating the lives of many communities that were otherwise socially ostracized in the bygone years. The College is located in the old town of Vijayawada, near the footsteps of Indra Kilandri, the Abode of Goddess Kanaka Durga, existing in an area of 4.11 acres.

The college is admitted into UGC 2f & 12 B from 1967, adorned with Autonomous status in 2010, reaccredited with 'A' grade by NAAC in 2013, with CPE in 2016, and 92nd position in India in NIRF ranking by MHRD in April 2017. It is also an ISO-9001: 2015 certified institution. It has carved out a niche for itself in the annals of education as a college with state of art facilities and the accolades it received, the "Best Laboratory" "Best Academic achievement" "Best Library" 'Best NSS Unit' etc., speak volumes about its steadfast and untiring ardor in trying to dispel ignorance from society.

Vision

Vision

Our College Emblem symbolises the noble ideals for which our Institution stands. The sun rays, the book and the burning lamp represent the divine attributes which aim at dispelling darkness and spreading light. The Motto "TEJASWINA VADHITAMASTU" a part of our daily prayer, truly expresses our pious wish. The college has a vision upto 2020.

- To increase the number and quality of academic programs.
- To implement ICT and new methodologies in the teaching learning process in more effective way.
- To increase Research culture and output to enhance faculty development.
- To develop Infrastructure as per the growing needs of the college.
- To increase the number of collaborations with industry for Internships, Projects and Placements.
- To make the campus 100% clean and green.
- To increase the number of Career guidance activities.
- To involve all the stakeholders in the vision and planning process.

To sum up our Vision is

- To reach the state of perfection through an ardent academic desire for excellence.
- To bestow sincere and dedicated efforts to the cause of education.
- To orient the student towards service through creative, constant, consistent involvement in the society.

The vision of the college is fulfilled when the alumni leaving the portals of the alma mater carry with them the torch of enlightment and culture and spread the light on wider horizons.

Mission

Mission

- To produce knowledgeable, responsible, skilled, cultured, confident and competent citizens of India with a desire to develop its progress and development.
- Students coming out of the portals of the institution shall have the abilities such as learning to know, learning to do, learning to live and learning to be a responsible citizen.

In order to achieve the vision, the staff and students strongly align with values, goals and objectives of the college. Keeping this in view the faculty of the college recognise that the job of teaching is not a profession but a mission. They plan out the procedures and methods to fulfill the vision of the college and progress in that way. They motivate and inspire the students and cultivate in them the desire to achieve their goals along with the fulfillment of vision of the college.

The College recognises and respects the individuality of each person who forms a part of the college. Students are nurtured to be innovative, creative and collaborative learners. They are empowered to meet the demands and challenges of the 21st century and to take their place as young men and women who will make a significant and positive difference in our world. The college cultivates in its students the acknowledgement and appreciation of the social amenities which make for harmonious human relationships and to create a proper regard for sound social values. It also assists its students to develop critical thinking and open mindedness.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

Institutional Strengths

1. Located in the heart of old town of Vijayawada, providing education to the nearby low income group rural and urban students.
2. Proactive & Visionary Management with a strong commitment towards community service and Women empowerment.
3. Strict adherence to Academic Calendar with an average of 250 working days.
4. Well established laboratories and computer labs with 420 systems of latest configuration.
5. Choice Based Credit system having emphasis on skill development, employability and knowledge building.
6. COC, VET, Certificate and Diploma courses are offered free of cost to students.
7. Emphasis on project based learning, hands on training experience, internships, and Entrepreneur development programs.
8. Wide range of extension, co-curricular and extracurricular activities.
9. Well-structured Ward Counselling, Grievance Redressal and other student support systems. Active career guidance Cell with 42% of employability.
10. Two research centres with 4 guides and 7 scholars.

11. 11 Minor Research Projects funded by UGC and 15 by management.
12. Five International, 37 National and 4 State/Regional seminars/workshops funded by UGC, DST SERB, ICSSR etc are organized during the last five years.
13. Alumni association with the contribution of 22 lakhs to the college during the last five years.
14. Automated library having 56,909 books, 121 journals and unlimited e-resources with INFLIBNET and DELNET.
15. Exemplary Sports facilities, well-equipped Gymnasium, first aid centre and physiotherapy equipment.
16. Accident Insurance policy under Amartya Sikshana Yojana of National Insurance Company for all the students
17. Adoption of three villages to carry out developmental activities.

Institutional Weakness

Weakness:

- Space constraint for introduction of new programmes.
- To mould the first generation learners of rural background to face global challenges as they come from Telugu medium.
- Limited scope for consultancy due to location of the college.
- Slow progress in identifying the funding agencies for research projects.
- Progression of students to higher education is less.

Institutional Opportunity

Opportunities:

1. To start new programmes to meet the growing demands of the society.
2. Expertise of faculty to tap the corporate sectors for consultancy and funding for research projects.
3. Potential for more research activities through funding by Govt. and Non Govt. agencies
4. Scope for more MOUS with government and non-government enterprises.
5. Strengthening of the opportunities for competitive exams
6. International collaboration for exchange of Faculty and students

Institutional Challenge

Challenges:

1. Improving communications among socially and educationally backward students from rural and semi-urban areas.
2. Delay in government approvals for filling up of vacancies of aided lecturers and administrative posts giving financial burden to the management.
3. 100% Placement is turning out to be the challenge.
4. Orienting the faculty towards research activity.

5. Delay in declaration of results for PG students by the affiliating university.
6. Difficulty in finding time slots to introduce short term courses.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

The college offers a wide range of programmes providing adequate academic flexibility. It is offering 14 UG and 5 PG programmes in the current academic year. PG Diploma in e-Banking, Diploma in Printing Technology, COC programmes in Communication Skills, Accounting Packages, Multimedia Skills, Hardware and BPO are offered by the college, besides a number of skill and employability oriented Value Added Courses.

During the past 5 years, the college has designed the curricula with a motive to develop the overall personality of the student. Three new programs like B.Com Logistics, B.Sc. MCCS, and Diploma in Printing Technology are introduced. A Certificate Course in Yoga is introduced in 2017 and B.Sc. Data Science and IoT from 2018.

The CBCS System is implemented from 2015 onwards. Restructuring of curriculum is done once in 3 years and if necessary every year. The curriculum is updated in the BOS meetings and its recommendations are brought to the Academic Council for its approval. 32 staff members of the college are on BOS of the University and other Autonomous Colleges.

Invited Lectures, Workshops, seminars, Project works & Internships are organized at the department level. Holistic development of students is enabled by nurturing their potential in curricular and co-curricular activities. Feedback is collected from stakeholders and amendments are suggested to the faculty for making relevant changes in the curriculum and are made available on the website. With the legacy of 53 glorious years, the college stands aloft as a reputed centre of academic environment.

Teaching-learning and Evaluation

The admissions to various courses are done strictly in adherence to the policies of the government and the affiliating University. Details regarding the admission process are printed in college prospectus, displayed on notice boards, and uploaded on the college website. A bridge course is conducted by departments to introduce the students to the new course structure.

The ICT thrust in Teaching and Learning has been strengthened in all academic areas. Access to e- learning resources is ensured through INFLIBNET and DELNET. Faculty members use a blend of traditional and innovative teaching methods to make it easy for the students to learn. To develop critical thinking and creativity, and scientific temper among the students, various events like Seminars, Group discussions, Quiz, Projects, Audio-Visual Presentations, Internships, Field visits are organised. Vocational Training in Computer Skills is provided to Non- Computer group students. Remedial classes are conducted to academically backward students.

The tentative schedule of examinations and publication of results is informed to the students well in advance through the Academic calendar and Hand Book. The evaluation process is also explained in the handbook. The time for publishing of results is reduced from one month to 15 days gradually in UG courses. The feedback of

students is taken and analysed. Grievance Redressal Cell is an outlet for the students, where they can represent their grievances. The feedback of dedicated team of well qualified teachers enables to identify the strengths of teaching, possible improvements and transformation of students into lifelong learners and innovators.

Research, Innovations and Extension

The IQAC and Research Monitoring Cell nurture and develop a culture of research in the college. College has two Research Centres in Commerce and Business Management. Four Research guides are present under whom 7 PhD's & 2 M. Phil's are awarded.

During the last five years, 7 faculty members have taken up Minor research projects of UGC worth Rs.10,35,000. The faculty has 338 research publications in International Journals and 150 in National Journals. The institution has Spectroscopy Lab and Central Instrumentation Centre. Twenty nine faculties are PhD holders, 22 have MPhil, while 19 are UGC-NET/JRF qualified. The institution has organized 5 International and 37 National Seminars/workshops with grants from UGC, DST-SERB & ICSSR. The college management provides financial support to faculty and facilitates smooth inroads for research. The institution endeavours to promote consultancy to facilitate optimum use of available resources. It has academic/industrial MOU's for Internships and faculty exchange.

The institution adopted three villages viz., Tadepalli, Gollagudem and Ambapuram where all amenities have been provided. Unique to our institution is blood donation to public through "KBN Help Line." Aids Awareness programs, Medical camps, literacy programs, Guppedu Biyyam and distribution of Homeo-pills for prevention of Dengue and Swine Flu are regularly conducted. NSS units have won Best Unit Award, Best NSS Volunteers Award and Flag awards in these 5 years. Two NCC Cadets participated in Republic Day parade in January 2017. Active research, consultancy and extension activities contribute to the holistic development of the institution and its stakeholders.

Infrastructure and Learning Resources

Over the years, the college has built up an impressive and state of art infrastructure. The college has 63 spacious class rooms, 24 laboratories, 3 seminar halls, discussion room, open air auditorium, library, ground for sports, Homeo clinic and girls hostel enabling a highly student friendly and academic oriented ambience. 420 computer systems, 51 laptops, 20 printers and Central Instrumentation Centre enhance the research abilities of the faculty and students. The State of art of Botany and Zoology Museums are with rare collections of specimens.

The college library with more than 56,909 books, 121 journals and 3,828 e- journals and access to unlimited e- resources, fulfils the mission of the college to provide quality education to its students and staff. EZ Library Management Systems software is used for maintenance of the library. Digital Library has 20 systems along with server for the benefit of the users to browse the E-resources. The broadband is enhanced from 25 Mbps to 50 Mbps. INFLIBNET- supports the e-content resource. The campus is Wi-Fi enabled and power back up is ensured with sufficient number of UPSs.

The college takes care of the physical and mental health of the students by providing the required indoor and outdoor sports facilities and a well-established Gymnasium. There are two net practising cricket pitches; separate courts for Hand ball, Basketball, Volley ball and Ball-badminton are present. The dramatic association

of the college plays an active role in encouraging the students to participate in competitions.

Student Support and Progression

KBN College provides all facilities and services required for the overall development and progression of the students. The information is made available through the college handbook and website. Financial assistance from the State Government and Free ships through different Trusts are disbursed to students. The academic support system consists of Ward Counselling System, Remedial coaching, Add-on Courses and use of TLI methods etc. Support in co-curricular, and extracurricular activities is provided through the platforms offered by the College Students Council, NSS, NCC, Departmental Associations, Debating and Quiz Club, Dramatic Association, Physical Education Department and Alumni Association. Extensive support is rendered to enhance the career and placement opportunities by the Placement and Career Guidance Cell, Entrepreneurial Development Cell and Andhra Pradesh Skill Development Cell (APSSDC).

The college has constituted Anti-Ragging, Grievance Redressal, SC/ST Cell, OBC cell and Minority Cells as per the norms of the UGC. It is a matter of satisfaction to state that the college is a "Ragging- Free" institution. A good number of students are placed in reputed Soft Ware companies. Coaching is given to appear for various competitive examinations and higher studies. Students with excellence received Prathiba Awards from Andhra Pradesh State Government.

The Student Council is formed by the college every year with the representation from each section. Students brought laurels to the college by competing in State and National events. The Alumni of KBN College offered about 22 lakhs as financial aid to college development and for payment of fees to meritorious, economically backward students.

Governance, Leadership and Management

The college has well defined organizational structure and has a perspective plan for its development. The college frames its policies in accordance with its vision and mission statements. The Governing Body and Executive Committee constituted under the leadership of General Body, consists of the Management representatives, University Nominee, Principal, Planning and Academic Director, PG Director and IQAC co-ordinator. The decentralized planning provides autonomy for each department in its domain area. All statutory and non-statutory bodies, associations, forums and clubs take the lead in the implementation of the decisions.

The institution encourages the faculty to take up research projects and avail FDP for pursuing Ph.D. and M.Phil. The teachers are provided with incentives for their research activities and opportunities are given to attend orientation programmes, refresher courses, workshops and conferences. The administrative staffs are given training on new software and office procedures. The teaching and non-teaching staff enjoys the welfare schemes provided by the management. The institution has a Finance Committee, monitoring the funds received from different sources like UGC, DST and State Government etc. The internal and external audits are conducted regularly for transparency.

The IQAC plays a major role in ensuring the sustenance of quality through effective monitoring and evaluation. It has contributed in institutionalizing the quality assurance through its democratic and systematic functioning. The members of IQAC extend significant contribution in formulating its policies. The IQAC mechanisms are in accordance with the standards of benchmarking and guidelines of UGC, NAAC, University and the State.

Institutional Values and Best Practices

The College is highly conscious and firmly determined in addressing the environmental issues judiciously. Green audit is done every year. Observation of significant days related to environment like Earth Day, Soil Day, Nature Conservation Day, Ozone Protection Day and Pollution prevention Day etc. is done regularly in the College. Awareness programmes and rallies on AIDS, Seasonal Diseases, and Saving of Rivers are implemented. Energy conservation is given highest priority and solar energy and LED bulbs are used to minimize its consumption. Toxic and hazardous waste from the laboratories are tackled effectively. The women empowerment cell strengthens many initiatives of the college for women education and empowerment. Karate Coaching is given throughout the year as a means of self-defence for the girl students who brought many laurels to the college.

The college adopts best practices in teaching-learning, career guidance, placements, coaching for competitive exams, research, innovations and social service. Mini Projects in collaboration with Labs are undertaken; results are documented and published in reputed journals. Conducting training classes to low- income group women every year in skill development courses like Tailoring, Beautician, Accounting Packages and Maggam works, making them self-reliant; adoption of villages, blood donation through KBN Help Line (24x7), Mega Medical Camps, Cheyuta, Swatch Bharat and various awareness programs are the bench marks of best practices of the institute. KBN College students are empowered through educational and extra-curricular activities to be better citizens and leaders in fast-changing culture of the country

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	KBN COLLEGE
Address	KT ROAD, KOTHAPETA, VIJAYAWADA
City	VIJAYAWADA
State	Andhra Pradesh
Pin	520001
Website	www.kbncollege.ac.in

Contacts for Communication					
Designation	**Name**	**Telephone with STD Code**	**Mobile**	**Fax**	**Email**
IQAC Coordinator	V. SUBHASHINI	0866-6699233	9490196964	0866-6699236	subhashinivsn@gmail.com
Principal	V. NARAYANA RAO	0866-2565679	7416699233	0866-2568537	info@kbncollege.ac.in

Status of the Institution	
Institution Status	Grant-in-aid

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minroity institution	No

Establishment Details	
Date of Establishment, Prior to the Grant of	09-07-1965

'Autonomy'	
Date of grant of 'Autonomy' to the College by UGC	10-10-2009

University to which the college is affiliated

State	University name	Document
Andhra Pradesh	Krishna University	View Document

Details of UGC recognition

Under Section	Date	View Document
2f of UGC	04-05-1967	View Document
12B of UGC	04-05-1967	View Document

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
AICTE	View Document	04-04-2018	12	

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	Yes
If yes, date of recognition?	01-04-2016
Is the College recognized for its performance by any other governmental agency?	Yes
If yes, name of the agency	ACHARYA NAGARJUNA UNIVERSITY
Date of recognition	11-09-2011

Location and Area of Campus				
Campus Type	**Address**	**Location***	**Campus Area in Acres**	**Built up Area in sq.mts.**
Main campus area	KT ROAD, KOTHAPETA, VIJAYAWADA	Urban	4.11	18918

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	**Name of Programme/Course**	**Duration in Months**	**Entry Qualification**	**Medium of Instruction**	**Sanctioned Strength**	**No.of Students Admitted**
UG	BSc,Mathematics And Statistics	36	INTERMEDIATE	English	140	140
UG	BSc,Physics And Electronics	36	INTERMEDIATE	English	60	50
UG	BSc,Physics And Electronics	36	INTERMEDIATE	English	50	24
UG	BSc,Physics And Electronics	36	INTERMEDIATE	English	60	57
UG	BSc,Chemistry Ug	36	INTERMEDIATE	English	60	56
UG	BSc,Computer Science And Applications Ug	36	INTERMEDIATE	English	50	48
UG	BCA,Computer Science And Applications Ug	36	INTERMEDIATE	English	150	127
UG	BSc,Computer Science And Applications Ug	36	INTERMEDIATE	English	60	54
UG	BCom,Commerce And Management Ug	36	INTERMEDIATE	English	70	69
UG	BBA,Commerce And Management	36	INTERMEDIATE	English	60	60

	Ug					
UG	BCom,Commerce And Management Ug	36	INTERMEDIATE	English	80	75
UG	BCom,Commerce And Management Ug	36	INTERMEDIATE	English	60	36
UG	BCom,Commerce And Management Ug	36	INTERMEDIATE	English	160	137
UG	BSc,Botany And Zoology	36	INTERMEDIATE	Telugu	48	41
PG	MBA,Business Administration	24	DEGREE	English	120	90
PG	MCom,Commerce Pg	24	DEGREE	English	48	20
PG	MSc,Computer Science Pg	24	DEGREE	English	48	33
PG	MCA,Computer Applications Pg	36	DEGREE	English	60	10
PG	MSc,Chemistry Pg	24	DEGREE	English	36	19
PG Diploma recognised by statutory authority including university	PG Diploma, Commerce Pg	12	DEGREE	English	30	13

Position Details of Faculty & Staff in the College

Teaching Faculty											
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0				6				6
Recruited	0	0	0	0	3	3	0	6	5	1	0	6
Yet to Recruit				0				0				0
Sanctioned by the Management/Society or Other Authorized Bodies				2				1				101
Recruited	1	1	0	2	0	1	0	1	62	39	0	101
Yet to Recruit				0				0				0

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				6
Recruited	5	1	0	6
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				40
Recruited	17	23	0	40
Yet to Recruit				0

Technical Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				2
Recruited	2	0	0	2
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	1	1	0	0	1	0	11	5	0	19
M.Phil.	0	0	0	0	0	0	10	9	0	19
PG	0	0	0	0	0	0	49	29	0	78

Temporary Teachers									
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers									
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	**Male**	**Female**	**Others**	**Total**
	0	0	0	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
PG Diploma recognised by statutory authority including university	Male	0	0	0	0	0
	Female	0	0	0	0	0
	Others	0	0	0	0	0
Diploma	Male	13	0	0	0	13
	Female	0	0	0	0	0
	Others	0	0	0	0	0
Certificate	Male	0	0	0	0	0
	Female	0	0	0	0	0
	Others	0	0	0	0	0
UG	Male	491	1	0	0	492
	Female	488	1	0	0	489
	Others	0	0	0	0	0
PG	Male	76	0	0	0	76
	Female	96	0	0	0	96
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Programme		**Year 1**	**Year 2**	**Year 3**	**Year 4**
SC	Male	83	78	69	62
	Female	53	55	44	54
	Others	0	0	0	0
ST	Male	12	9	8	9
	Female	9	8	2	7
	Others	0	0	0	0
OBC	Male	293	271	256	227
	Female	241	221	183	173
	Others	0	0	0	0
General	Male	176	199	199	171
	Female	190	205	189	175
	Others	0	0	0	0
Others	Male	40	41	40	29
	Female	22	23	20	30
	Others	0	0	0	0
Total		1119	1110	1010	937

2.3 EVALUATIVE REPORT OF THE DEPARTMENTS

Department Name	Upload Report
Botany And Zoology	[View Document](#)
Business Administration	[View Document](#)
Chemistry Pg	[View Document](#)
Chemistry Ug	[View Document](#)
Commerce And Management Ug	[View Document](#)
Commerce Pg	[View Document](#)
Computer Applications Pg	[View Document](#)
Computer Science And Applications Ug	[View Document](#)
Computer Science Pg	[View Document](#)
Mathematics And Statistics	[View Document](#)
Physics And Electronics	[View Document](#)

3. Extended Profile

3.1 Program

Number of programs offered year-wise for last five years

2017-18	2016-17	2015-16	2014-15	2013-14
19	19	19	18	18

File Description	Document
Institutional Data in Prescribed Format	View Document

3.2 Students

Number of students year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1119	1110	1010	937	718

File Description	Document
Institutional Data in Prescribed Format	View Document

Number of outgoing / final year students year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
609	603	530	436	543

File Description	Document
Institutional Data in Prescribed Format	View Document

Number of students appeared in the examination conducted by the Institution, year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
724	819	639	536	654

File Description	Document
Institutional Data in Prescribed Format	View Document

Number of revaluation applications year-wise during the last 5 years

2017-18	2016-17	2015-16	2014-15	2013-14
265	332	502	502	141

3.3 Teachers

Number of courses in all programs year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
785	785	779	687	608

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

Number of full time teachers year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
116	103	102	99	95

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

Number of sanctioned posts year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
116	103	102	99	95

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

3.4 Institution

Number of eligible applications received for admissions to all the programs year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
2513	2198	2153	1753	1498

File Description	Document
Institutional Data in Prescribed Format	View Document

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
840	727	687	682	625

File Description	Document
Institutional Data in Prescribed Format	View Document

Total number of classrooms and seminar halls

Response: 66

Total number of computers in the campus for academic purpose

Response: 370

Total Expenditure excluding salary year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
330.40	366.72	419.72	262.72	238.41

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curriculum Design and Development

1.1.1 Curricula developed /adopted have relevance to the local/ national / regional/global developmental needs with learning objectives including program outcomes, program specific outcomes and course outcomes of all the program offered by the Institution

Response:

KBN College aims to inculcate the highest intellectual standards through scrupulous academic commitment and discipline. These are in tune with the goals and objectives of the institution, made available to its stakeholders through the college website and handbook.

The college offers wide range of programmes providing adequate academic flexibility in the choice of core and electives. Currently in the academic year 2018-19, it is offering 14 UG and 5 PG programmes along with PG Diploma in e-Banking and Diploma in Printing Technology. Career oriented programmes like Communication Skills, Accounting Packages (Tally, Excel, Wings & Focus), Multimedia Skills, Business Process Outsourcing, Hardware & Networking are conducted.

Curriculum restructuring is a continuous process. The procedure adopted to design a course is in relevance to the objectives and goals of the college and is in accordance with the guidelines of UGC. While framing and revising a course, feedback from all stakeholders is analysed and appropriate action is taken for improvement. Each subject has a BOS of its own which includes the University Nominee, faculty members, subject experts, industrialists and alumni. The course designed by BOS and approved by the Academic Council is submitted to the affiliating Krishna University. It is then offered to the students from the succeeding year.

During the past 5 years the college has designed and implemented 3 new programs like B.Com (Logistics), B.Sc. (MCCS) in 2013 and Diploma Course in Printing Technology in 2015. B. Sc. Data Science and B.SC. IoT are introduced from this academic year 2018-19. A Certificate Course in Yoga is introduced from 2017 onwards. Women Study Centre sanctioned by UGC was started in 2016.The College has developed Program Outcomes, Program Specific Outcomes and Course Outcomes for all programs. The relevant information regarding the outcomes is posted on the website of the college. The Curricula is designed with a motive to develop the overall personality of the student. Hence along with the curricular, co-curricular and extracurricular activities are also included.

Advanced technology, computer application and management studies are helpful in meeting the development needs of nation such as Make in India, Digital India and Skill India. The college also designed specific courses to meet the development needs of the new state of Andhra Pradesh. These study programs include Aquaculture, Floriculture, Nano Science Fundamentals and Digital Electronics. Keeping this in view the revision of syllabi of all the courses is implemented by all Departments of the college.

Keeping the demand and growth in the field of logistics, the college has started B.Com (Logistics) Program. Projecting the need and necessity of understanding the applications of computer science in the field of chemistry, a new program B.Sc. (MCCS) is offered. Several other Value Added Courses are

introduced aiming at developing the skills of students to enable them to contribute to the development of the country.

File Description	Document
Any additional information	

1.1.2 Percentage of programs where syllabus revision was carried out during the last five years

Response: 100

1.1.2.1 How many programs were revised out of total number of programs offered during the last five years

Response: 19

1.1.2.2 Number of all programs offered by the institution during the last five years

Response: 19

File Description	Document
Minutes of relevant Academic Council/BOS meeting	
Details of program syllabus revision in last 5 years	
Any additional information	

1.1.3 Average percentage of courses having focus on Employability/ Entrepreneurship/ Skill development during the last five years

Response: 60.86

1.1.3.1 Number of courses having focus on employability/ entrepreneurship/ skill development year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
478	462	461	449	365

File Description	Document
Program/ Curriculum/ Syllabus of the courses	[View Document](#)
MoU's with relevant organizations for these courses, if any	[View Document](#)
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	[View Document](#)
Average percentage of courses having focus on employability/ entrepreneurship	[View Document](#)
Any additional information	[View Document](#)

1.2 Academic Flexibility

1.2.1 Percentage of new Courses introduced out of the total number of courses across all Programs offered during last five years

Response: 16.19

1.2.1.1 How many new courses are introduced within the last five years

Response: 590

1.2.1.2 Number of courses offered by the institution across all programs during the last five years

Response: 3644

File Description	Document
Minutes of relevant Academic Council/BOS meetings	[View Document](#)
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)

1.2.2 Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented

Response: 89.47

1.2.2.1 Number of programs in which CBCS/ Elective course system implemented.

Response: 17

File Description	Document
Minutes of relevant Academic Council/BOS meetings	[View Document](#)
Institutional data in prescribed format	[View Document](#)

1.3 Curriculum Enrichment

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

Response:

The under graduate and post graduate programs offered in KBN College represent a rich diversity to shape and address the needs of the students and the society by various courses that are imbibed in the curriculum. These courses include subjects pertaining to Environmental Studies, Human Values and Professional Ethics, Analytical Skills, Entrepreneurship, Citizenship Education, Leadership Education, Communication and Soft Skills.

Environmental Studies is a compulsory paper intended to create awareness among students about global warming, deforestation, and depletion of natural resources. The syllabus is framed in such a way that students take a very active part in case studies. Students are encouraged to participate in debates, group discussions, and Model / Chart / PPT preparations. This interdisciplinary course uses basic concepts of environmental science to explore global environmental issues. The focus of the course is to understand the scientific basis of alternative and renewable energy sources.

The objective of the course Human values and Professional Ethics is to facilitate the development of a holistic perspective among students towards life and profession. The course is intended to inculcate in students an ability to recognize, articulate, and apply ethical principles in various academic, professional, social, or personal contexts.

Gender sensitivity refers to the modification of behaviour by raising awareness of gender equality concerns. This is achieved by conducting various sensitization campaigns, training programs, workshops, interactive sessions on gender sensitization and gender equity by Women Studies Centre & Women Empowerment Cell of the college.

Analytical Skills is structured in such a way so as to bring out the innate skills of every student. They are taught various methods to identify and tap their own sources of creativity and innovation.

Entrepreneurship will be able to demonstrate the fundamentals and opportunities of entrepreneurship, innovation and creativity, franchising development and managing growth of a small business, forecasting, sourcing, and the reporting of finances. The subject of Personality Development is studied and supported with practical exposure through various cells such as Ward Counselling Cell, Career Guidance Cell, etc. that enables the students to shape their self, and personality individually. Through Leadership Education students develop critical and reflective thinking abilities. They exhibit responsible decision-making, personal accountability, and can understand group dynamics and effective teamwork.

The course of Citizenship education is intended to recognise and develop values of fairness and social justice; appreciate difference and multiple identities, e.g. culture, language, religion, gender, and develop skills for living in an increasingly diverse world. Students experience a sense of belonging to a common humanity, sharing values and responsibilities, based on human rights. They develop attitudes of empathy, solidarity and respect for differences and diversity. Students act effectively and responsibly at local, national and global levels for a more peaceful and sustainable world.

 The above courses are imbibed into the curriculum and are taught to the students along with the main courses to create awareness among them about rights and duties, behavioural patterns, health and hygiene to overcoming hardships and discrimination.

File Description	Document
Any additional information	View Document

1.3.2 Number of value-added courses imparting transferable and life skills offered during the last five years

Response: 130

1.3.2.1 How many new value-added courses are added within the last 5 years

Response: 130

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

1.3.3 Average percentage of students enrolled in the courses under 1.3.2 above

Response: 75.51

1.3.3.1 Number of students enrolled in value-added courses imparting transferable and life skills offered year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
718	881	732	655	658

File Description	Document
Any additional information	[View Document](#)

1.3.4 Percentage of students undertaking field projects / internships

Response: 76.41

1.3.4.1 Number of students undertaking field projects or internships
Response: 855

File Description	Document
List of programs and number of students undertaking field projects / internships	[View Document](#)
Any additional information	[View Document](#)

1.4 Feedback System

1.4.1 Structured feedback received from 1) Students, 2) Teachers, 3) Employers, 4) Alumni 5) Parents for design and review of syllabus Semester wise /year-wise
A. Any 4 of above

B. Any 3 of above

C. Any 2 of above

D. Any 1 of above

Response: A. Any 4 of above

File Description	Document
Any additional information	[View Document](#)
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	[View Document](#)
URL for stakeholder feedback report	[View Document](#)

1.4.2 Feedback processes of the institution may be classified as follows:
A. Feedback collected, analysed and action taken and feedback available on website

B. Feedback collected, analysed and action has been taken

C. Feedback collected and analysed

D. Feedback collected

Response: A. Feedback collected, analysed and action taken and feedback available on website

File Description	Document
Any additional information	[View Document](#)
URL for feedback report	[View Document](#)

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average percentage of students from other States and Countries during the last five years

Response: 0.24

2.1.1.1 Number of students from other states and countries year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
10	1	1	0	1

File Description	Document
List of students (other states and countries)	View Document
Institutional data in prescribed format	View Document
Any additional information	View Document

2.1.2 Demand Ratio(Average of last five years)

Response: 1.59

2.1.2.1 Number of seats available year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1486	1286	1216	1208	1108

File Description	Document
Demand Ratio (Average of Last five years)	View Document
Any additional information	View Document

2.1.3 Average percentage of seats filled against seats reserved for various categories as per applicable reservation policy during the last five years

Response: 84.18

2.1.3.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
753	706	622	591	356

File Description	Document
Average percentage of seats filled against seats reserved	[View Document](#)
Any additional information	[View Document](#)

2.2 Catering to Student Diversity

2.2.1 The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners

Response:

The institution assesses the learning levels of the students after admission based on their academic performance, marks memos, certificates of appreciation, ranks and medals and classifies the students into slow and advanced learners. Class room interaction, feedback from mentors, performance in examinations, internal assessments, fundamental knowledge, concept of understanding, and articulation abilities enable the identification of advanced and skilled learners.

Strategies adopted for slow learners

- A bridge course is organised for average and slow learners to overcome difficulties in learning as well as to strengthen their fundamentals in various subjects such as English, Mathematics, Accounts, Computer science etc.
- Their doubts are clarified and assistance is provided to them through revision of concepts in extra classes.
- Bilingual explanation in class rooms and provision of simple, standard lecture notes to the slow learners help them to succeed in examinations.
- Conduction of remedial classes with an aim to improve the academic performance of the slow learners, absentees and students who participate in sports and other activities. This practice helps the struggling learners to improve subject knowledge and helps them to catch up with their peers.
- Slow learners are encouraged to interact and participate effectively in class room discussions. They are constantly inspired and motivated to acquire comprehensive knowledge of concerned subjects.
- They are assigned activities such as preparing a collage, charts, making PPTs, to create interest and enable them to gain knowledge in their subjects.
- Slow learners are given preference to issue books from Departmental libraries.
- Current topics related to the core subject are discussed and explained to slow learners to increase their understanding levels.
- The ward counsellors monitor the academic performance of slow learners and interact with them frequently and assist them, to improve their ability to learn.
- Faculty members do periodic interaction with parents about the performance of slow learners.

Strategies for the advanced learners

- The institution recognizes, encourages the achievements of meritorious learners by facilitating and presenting them medals /cash prizes / awards on College Foundation Day, Annual Day etc.
- Advanced learners are trained in proactive leadership by appointing them as student representatives in various committees and clubs. They are given the responsibility of managing and organizing various events and college fests.
- Students are encouraged to participate and present papers in various Seminars/ Conferences/ Workshops/ Inter-collegiate competitions organized by other colleges.
- Motivating them to do small projects and exhibit them to inculcate research orientation and practical awareness.
- Advanced Learners are provided coaching classes for competitive exams.
- Talented students are motivated to participate in extra-curricular activities, exhibitions and cultural competitions. They are groomed and trained to represent the college at State and National level competitions.
- Meet the CEO programs, group discussions and seminars on contemporary topics are arranged by Placement cell to enable them for placement.
- Participation by the students in the in-house competitions such as Debate, Group Discussion, Problem Solving, Decision Making Exercises and Quiz Programmes are also encouraged.

Links: http://www.kbncollege.ac.in/attachments/Add%20on%20Programmes%20list.pdf

File Description	Document
Any additional information	View Document
link for additional information	View Document

2.2.2 Student - Full time teacher ratio

Response: 9.65

File Description	Document
Any additional information	View Document

2.2.3 Percentage of differently abled students (Divyangjan) on rolls

Response: 0.09

2.2.3.1 Number of differently abled students on rolls

Response: 01

File Description	Document
List of students(differently abled)	View Document
Institutional data in prescribed format	View Document
Any other document submitted by the Institution to a Government agency giving this information	View Document

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

Response:

KBN College adopts student centric methods to make the Teaching Learning process more effective. There has been a paradigm shift in teaching from purely chalk and talk methods to adopting a judicious mix of lecture method and modern methods of pedagogy. This enabled rapid advancement in learning the subjects and improvement of general academic knowledge and skills.

For the overall development of students Industrial visits are organised which give them an opportunity to learn from their own experiences. Field projects are done by students to acquire knowledge and skills. Internship is compulsory for MBA & MCA and also done by some departments in Medical Transcription, Mushroom Cultivation though it is not a part of the curriculum. Surveys are organized by BCA, and BBA which are fairly structured and teacher guided.

Guest lectures are organised with eminent personalities to expose *students* to teachings drawn from real-life experiences and interact with them. Faculties drawn from industry and reputed academic institutes provide the information to bridge the gap between industry and academia through "Meet the CEO" Programs.

Certain courses demand project based Learning. Mini projects are done by students by forming groups and guided by teachers. All the PG courses have project work in their final semester. Some of the project results are published in peer reviewed journals. Every year exhibitions are conducted with live projects imparting experiential learning.

Workshops are conducted in collaboration with Labs and Institutes to give hands on training to students in Android applications, Data Science, Image Processing, Robotics, Arduino, SPSS, Chemical analysis, Chromatographic techniques etc, to have a greater retention of the program material. Career oriented courses are conducted to tone up the skills needed for the job market.

The faculty members make learning interactive by motivating students to participate in group discussion, role-play, subject quiz, news analysis, Power point presentations, and Poster/model preparations. Class room seminars encourage students to cultivate a spirit of independent and collaborative learning. Greater emphasis is given for inculcating research culture in students by encouraging them to participate and present papers in State and National level seminars and workshops.

 Practicals in science departments involve individual as well as group work. 'Hands-on' activities support the development of practical skills, and help to understand scientific concepts and phenomena. ICT enabled teaching with LCD, Smart Boards, Language Lab; E-learning resources are enhancing the learning capabilities of students.

Most departments in the college have associations like PEAK, KBNITE and MASK which organise student centric activities like Confluencia, Techno- Banquet, MAST & cultural fests. This practice trains them to become excellent leaders, organisers and team players. Activities of NCC/NSS, Sports, Cultural and Debating and Quiz clubs provide opportunity for participatory learning and gain experiences.

        Free access to INFLIBNET and DELNET make the students self-reliant and independent learners. The departmental libraries also have their own collection in addition to the Central Library to promote easy access to students. The college follows the ideas: I hear and I forget, I see and I remember, I do and I understand.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

2.3.2 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.

Response: 89.66

2.3.2.1 Number of teachers using ICT

Response: 104

File Description	Document
List of teachers (using ICT for teaching)	View Document
Any additional information	View Document
Provide link for webpage describing the " LMS/ Academic management system"	View Document

2.3.3 Ratio of students to mentor for academic and stress related issues

Response: 9.65

2.3.3.1 Number of mentors

Response: 116

File Description	Document
Any additional information	[View Document](#)

2.3.4 Preparation and adherence to Academic Calendar and Teaching plans by the institution

Response:

KBN College is an autonomous institution and the academic calendar is prepared well in advance for the ensuing academic year as per the guidelines of the affiliating university. It is a co-ordinated effort of four senior members of faculty, Examination Committee and IQAC who frame and finalise the calendar. The academic calendar includes schedule of curriculum, list of holidays, examination schedule and extracurricular activities. Periodic review meetings are organised with various departments by the calendar committee to monitor the adherence, to the calendar. Students are informed about time table and academic calendar well in advance. The college has been working for 248 days on an average for the past 5 years.

The Examination section prepares a draft schedule of examinations at least one month prior to its commencement and invites suggestions from teachers and students of respective departments. On the basis of the feedback the final schedule is prepared which is incorporated in the academic calendar. Evaluation of internal assessment papers is made within a week. Then the answer scripts are distributed to the students, results are discussed and analysed and necessary instructions are given to improve their performance. The students are given plenty of time before the examinations to prepare well and practice their concepts.

All the faculty members maintain a teaching dairy to record day to day teaching works as per their individual time tables and academic calendar. Faculty members prepare the detailed lesson plan with teaching methodologies according to course contents before the start of the semester as per the academic calendar and the same is documented in the Teaching Dairy. The lesson plan generally highlights the content and total lectures hours for the completion of the curriculum. This enables the students to know the course wise schedule and the content to be learnt in each lecture. The timeline created allows the faculty to complete the syllabus in given time. The progress of the syllabus completion is monitored by Heads of Department and Principal. The lesson plan and implementation details are maintained in the course file of the department. This guides the faculty members to stick to the academic schedules as much as possible. Moreover, at the beginning of academic year, every department prepares the calendar of events like Workshops, Conferences, Guest lectures, Field visits etc., which is submitted to the Principal for his perusal and implemented.

Link to Academic Calendar:

http://www.kbncollege.ac.in/ug_academic_calender.php

Link to Teaching Plans:

http://www.kbncollege.ac.in/attachments/criteriaii/2_3_4.pdf

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Response: 100

File Description	Document
Year wise full time teachers and sanctioned posts for 5 years	
List of the faculty members authenticated by the Head of HEI	

2.4.2 Average percentage of full time teachers with Ph.D. during the last five years

Response: 16.29

2.4.2.1 Number of full time teachers with Ph.D. year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
19	17	18	16	14

File Description	Document
List of number of full time teachers with PhD and number of full time teachers for 5 years	
Any additional information	

2.4.3 Teaching experience per full time teacher in number of years

Response: 7.53

2.4.3.1 Total experience of full-time teachers

Response: 874

File Description	Document
Any additional information	

2.4.4 Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years

Response: 21.36

2.4.4.1 Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
3	05	06	05	03

File Description	Document
Institutional data in prescribed format	View Document
e-copies of award letters (scanned or soft copy)	View Document
Any additional information	View Document

2.4.5 Average percentage of full time teachers from other States against sanctioned posts during the last five years

Response: 0.71

2.4.5.1 Number of full time teachers from other states year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
03	01	0	0	0

File Description	Document
List of full time teachers from other state and state from which qualifying degree was obtained	View Document
Any additional information	View Document

2.5 Evaluation Process and Reforms

2.5.1 Average number of days from the date of last semester-end/ year- end examination till the declaration of results during the last five years

Response: 29.4

2.5.1.1 Number of days from the date of last semester-end/ year- end examination till the declaration of results year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
14	34	35	30	34

File Description	Document
List of programs and date of last semester and date of declaration of result	[View Document](#)
Any additional information	[View Document](#)

2.5.2 Average percentage of student complaints/grievances about evaluation against total number appeared in the examinations during the last five years

Response: 7.57

2.5.2.1 Number of complaints/grievances about evaluation year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
43	80	62	52	18

File Description	Document
Any additional information	[View Document](#)

2.5.3 Average percentage of applications for revaluation leading to change in marks during the last five years

Response: 58.47

2.5.3.1 Number of applications for revaluation leading to change in marks year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
176	113	351	299	88

File Description	Document
Any additional information	[View Document](#)

2.5.4 Positive impact of reforms on the examination procedures and processes including IT integration and continuous internal assessment on the examination management system

Response:

The College with Autonomous status have been introducing various examination reforms. Initially, an Autonomous committee and an examination committee were instituted. The autonomous committee comprises one Controller of Examination and two Deputy Controllers and Clerical staff for the preparation & maintenance of examination documents. The examination committee comprises one Superintendent, three members and other clerical staff for conducting the examinations fairly and smoothly. Both the committees discuss the merits and demerits of the system and make necessary reforms.

Two kinds of examinations i.e. Internal (CIA-25%) and External (SEE-75%) are conducted. 25 Marks allotted for CIA are distributed as follows:

- Two MID Examinations are conducted for 40 Marks each and the average is made for 20 marks. 5 Marks for attendance is added to the average 20 marks. From 2017-18 reforms were made in the CIA pattern of examination. Written examination is conducted for MID I for 30 marks. Online test is conducted for II MID for 30 marks. The average is calculated for 15 marks. 5 marks are allotted for assignments and 5 marks for attendance in every subject.
- In the CBCS pattern adopted from 2015-16 every course is divided into Core courses, Core course Practicals, ability Enhancement Compulsory Courses and Foundation Courses. Grades are awarded on the basis of marks secured on a 10-point scale.
- 3 sets of papers are prepared for Semester End Examinations by the external paper setters and some of them are from outside the state. 60 minutes prior to the commencement of the examination a draw is taken to select the question paper set by the authorities.
- Internal squad members are appointed to check and eliminate the chances of use of unfair means by the candidates.
- Candidates are allowed to apply for revaluation and photocopies of answer scripts are given to the students after paying the prescribed fee within one week of declaration of the results.
- Supplementary exams are organized for all semesters soon after the announcement of results.
- Examination system is fully automated. Time Table, Notices & results are scrolled on the website.
- The college takes a serious view of the unfair methods in all the theory and practical examinations. Influencing the teaching and non-teaching staff at any time by the candidates for any advantage is also considered as malpractice. Cases of malpractice noticed at any stage were subject to serve punishment.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

2.5.5 Status of automation of Examination division along with approved Examination Manual

A. 100% automation of entire division & implementation of Examination Management System (EMS)

B. Only student registration, Hall ticket issue & Result Processing

C. Only student registration and result processing

D. Only result processing

Response: A. 100% automation of entire division & implementation of Examination Management System (EMS)

File Description	Document
Current manual of examination automation system and Annual reports of examination including the present status of automation	[View Document](#)
Current Manual of examination automation system	[View Document](#)

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 on website and communicated to teachers and students

Response:

The Program Outcomes, Program Specific Outcomes and Course Outcomes of KBN College are stated and displayed on

1. College Website: www.kbncollege.ac.in
2. College Hand Book
3. Departmental Course file and Laboratory Manual

 The faculty of KBN College with the suggestions of industrialists and alumni prepare program outcomes, program specific outcomes and course outcomes of all the programs. These are made known to the students and staff by displaying them on the website of the college. Individual copies of the hand book are distributed to all the students which contain details of the course outcomes. These books are also available in the library for the students to access. Orientation program for all the new students is conducted at the beginning of every academic year to make them aware of all course outcomes.

 All the faculty members prepare the course files and laboratory manuals before the commencement of the college. The course file contains Department vision, mission, course syllabus, individual time table, program objectives, program outcomes, various mapping matrices, unit plan, lesson plan, course plan, unit wise material, direct and indirect assessments, student grading sheet, surveys/feedbacks collected from students and CO, PO attainment sheet. Each faculty takes responsibility as a mentor, counsellor, facilitator, guide, assessor, evaluator, learner, and finally as a teacher in the Outcome Based Education System. The

college collects the feedback from the students on course structure, infrastructure, faculty, information resources, and evaluation. This information enables in the continuous assessment and improvement of the various programs.

Botany and Zoology:

- Student will be able to correctly use biological instrumentation and proper laboratory techniques.
- Be able to recognize the relationship between structure and function at all levels: molecular, cellular, and organismal.

Physics and Electronics:

- The student will demonstrate a scientific knowledge of the core principles in Physics and electronics
- They will determine the appropriate level of technology for use in: a) experimental design and implementation, b) analysis of experimental data, and c) numerical and mathematical methods in problem solutions.

Mathematics and Statistics:

- Demonstrate basic manipulative skills in algebra, geometry, trigonometry, and beginning calculus
- Investigate and apply mathematical problems and solutions in a different contexts related to science, technology, business and industry, and illustrate these solutions using symbolic, numeric, or graphical methods.

Computer Science:

- Graduates will have ability to adapt to rapidly changing environment in advanced areas of Computer Science and scale new heights in their profession.
- They prove their ability to communicate effectively as a team member and leader to complete the task with minimal resources, meeting deadlines.

Business Management:

- The Bachelor of Business Management provides a comprehensive basis for a career in business and pursues areas that particularly interest the student.
- It is designed to equip with the skills and self-confidence to effectively manage a wide range of competitive and constantly changing business environments.

Commerce:

- The Bachelor of Commerce is designed for students to pursue a career in accounting, finance and Tax Procedures either as an accountant in private practice or employed in industry and the public sector.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

2.6.2 Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution

Response:

KBN College ensures that the outcomes stated by the institution are received by the stake holders in the course of three years. The evaluation system and student feedback ensures that they are received by the students.

Examination Evaluation: The program outcomes and Specific outcomes are assessed with the help of course outcomes of the relevant courses by evaluation of a student through direct and indirect methods. The performance of each student is recorded throughout the year. Average attainment in direct method is SEM End /University Examination (75%) + internal assessment CIA (25%). The results of the students for the last five years are extremely satisfactory.

Indirect Assessment: Indirect assessment strategies like conduction of regular seminars, debates, case studies, quizzes on topics related to the subjects are implemented in the class room. This also helps to assess the performance of the students and make learning an interesting and enthusiastic process.

Assignments and Class Tests: Assignments are given to students, such that they will refer the text books and reference books to find out the answers and understand the expected objective of the given problem. The questions asked in assignments are mostly aligned with Course Outcome of the respective Subject. Class tests are also conducted and according to the performance of the student in answering each question, mapping is carried out with the respective COs for assessing the attainment level of the specific CO of the subject.

Placements: Our students are well placed in various outlets available in the job market either in the Private, Government sector or mostly in Software Companies. This is indicated by the increase in the number of placements year after year.

Student Awards: As a result of continuous and constant mentoring from qualified and enthusiastic faculty members, four to six students of the institution every year are receiving **Prathiba Awards** from the Government of Andhra Pradesh. In addition many students scored distinctions, medals and honours from the affiliating University.

Student Achievements: The participation of students in National and International Seminars, publishing papers in peer reviewed journals and taking up consultancy projects funded by Management, APRIGP and Vilan Industries, Vijayawada etc. also serve as a method of measuring attainment . Our students participated in Inter Collegiate fests, Sports meets and Cultural meets at state and national level and brought accolades to the institutions. The extracurricular activities such as NSS and NCC have made our students to achieve many awards and grades which serve as a measure of highly commendable and remarkable attainments of the outcomes specified.

Student feedback: Based on the feedback of students, steps are taken to re-design, deliver and assess program out comes and specific out comes. From these results, the attainment of each course outcome is further reviewed and analysed. Action plan to improve any weakness are identified and implemented in the next upcoming academic year.

File Description	Document
Any additional information	[View Document]
Link for Additional Information	[View Document]

2.6.3 Average pass percentage of Students

Response: 84.12

2.6.3.1 Total number of final year students who passed the examination conducted by Institution.

Response: 609

2.6.3.2 Total number of final year students who appeared for the examination conducted by the institution

Response: 724

File Description	Document
List of programs and number of students passed and appeared in the final year examination	[View Document]
Any additional information	[View Document]
Link for annual report	[View Document]

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response: 3.68

Criterion 3 - Research, Innovations and Extension

3.1 Promotion of Research and Facilities

3.1.1 The institution has a well defined policy for promotion of research and the same is uploaded on the institutional website

Response: Yes

File Description	Document
Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	View Document
Any additional information	View Document
URL of Policy document on promotion of research uploaded on website	View Document

3.1.2 The institution provides seed money to its teachers for research (average per year)

Response: 1.72

3.1.2.1 The amount of seed money provided by institution to its faculty year-wise during the last five years(INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
1.46	4.35	0.96	1.30	0.53

File Description	Document
Minutes of the relevant bodies of the Institution	View Document
List of teachers receiving grant and details of grant received	View Document
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	View Document

3.1.3 Number of teachers awarded international fellowship for advanced studies/ research during the last five years

Response: 0

3.1.3.1 The number of teachers awarded international fellowship for advanced studies / research year-wise

during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
List of teachers and their international fellowship details	View Document

3.1.4 Institution has the following facilities

> 1. **Central Instrumentation Centre**
> 2. **Animal House/Green House / Museum**
> 3. **Central Fabrication facility**
> 4. **Media laboratory/Business Lab/Studios**
> 5. **Research / Statistical Databases**

A. Any four facilities exist

B. Three of the facilities exist

C. Two of the facilities exist

D. One of the facilities exist

Response: A. Any four facilities exist

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

3.2 Resource Mobilization for Research

3.2.1 Grants for research projects sponsored by the non-government sources such as industry, corporate houses, international bodies, endowments,Chairs in the institution during the last five years (INR in Lakhs)

Response: 14.56

3.2.1.1 Total Grants for research projects sponsored by the non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year-wise during the last five

years(INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
2.85	4.21	0	4.25	3.25

File Description	Document
List of project and grant details	View Document
e-copies of the grant award letters for research projects sponsored by non-government	View Document
Any additional information	View Document

3.2.2 Number of research centres recognised by University and National/ International Bodies

Response: 2

3.2.2.1 **Number of research centres recognised by University and National/ International Bodies**

Response: 02

File Description	Document
Names of research centres	View Document
Any additional information	View Document

3.2.3 Percentage of teachers recognised as research guides

Response: 3.88

3.2.3.1 **Number of teachers recognised as research guides**

Response: 04

3.2.3.2 Number of full time teachers worked in the institution during the last 5 years

Response: 103

File Description	Document
Details of teachers recognized as research guide	View Document
Any additional information	View Document

3.2.4 Number of research projects per teacher funded, by government and non-government agencies,

during the last five year

Response: 1.07

3.2.4.1 Number of research projects funded by government and non-government agencies during the last five years

Response: 22

File Description	Document
Supporting document from Funding Agency	[View Document](#)
link to funding agency website	[View Document](#)

3.3 Innovation Ecosystem

3.3.1 Institution has created an eco system for innovations including Incubation centre and other initiatives for creation and transfer of knowledge

Response:

Kakaraparti Bhavanarayana College since its inception in 1965 marked an epoch in innovative education, in economically impoverished area. The college with heightened social imagination and ardent zeal, shone like a lodestar led innumerable students towards the goal of an illustrious life.

Every year in view of National Science Day Celebrations all science departments organise an exhibition to ignite the minds of the students towards Research. The faculty of the Departments guide the students in creating innovative projects. Our students won I Prize for two successive years in the Academic exhibition conducted by Acharya Nagarjuna University and won prizes for 6 consecutive years in the State Level exhibitions conducted by Gora Science Centre, Vijayawada. With this inspiration our students developed two projects, with minimum expenditure:

1. Automatic Control of Water Levels in Over Head Tank of KBN College

2. Ringing of Bell as per time schedule of periods

   These are now being improvised.

In order to strengthen the innovative thoughts in the students and faculty and materialise them, the Management has taken the initiative of establishing the "Innovation and Incubation Centre" in 2016.

Objectives of the Incubation Centre:

1. To nurture technology and knowledge based ventures to create an ecosystem for start-ups providing the necessary support.
2. To help commercialisation of innovative ideas from students
3. To create entrepreneurial opportunities for students, faculty members and researchers.
4. Facilitate networking with professional resources, which include mentors, experts, consultants and

advisors for the incubate companies.

Activities of Incubation Centre

The major activity undertaken by the Incubation Centre is creation of IoT Weather Reporting System Project.

IoT Weather Reporting System Project:

Aim of the Project: To eradicate wastage of water in agriculture and to avoid spoilage of crop growth due to excess water supply.

Procedure: IoT system monitors the soil moisture using Arduino and sensors. Data coming from sensors is sent to a cloud platform. Moreover, this *Arduino IoT system* implements a notification system so that when the soil gets too dry it also sends a notification.

Apparatus:

- Arduino MKR1000 (or a compatible board)
- Moisture sensor
- Carriots free account
- IFFT account

Procedure:

The Arduino MKR1000 controls the sensor sending the data to the Carriots IoT platform. This platform, in turn, stores the data coming from the sensor and detects the values that are stored under a threshold level. The data can be analysed. At this stage the IoT platform sends a short message to the farmer / user alerting him. Building this IoT system one can explore how to use several components of the IoT ecosystem. Moreover, this project displays the humidity status of soil using a LEDs matrix.

File Description	Document
Any additional information	[View Document](#)
link for additional information	[View Document](#)

3.3.2 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry - Academia Innovative practices during the last five years

Response: 12

3.3.2.1 Total number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
07	03	01	01	0

File Description	Document
Report of the event	[View Document]()
List of workshops/seminars during the last 5 years	[View Document]()
Any additional information	[View Document]()

3.3.3 Number of awards for innovation won by institution/ teachers/ research scholars/students during the last five years

Response: 0

3.3.3.1 Total number of awards for innovation won by institution/teachers/research scholars/students year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
List of innovation and award details	[View Document]()

3.3.4 Number of start-ups incubated on campus during the last five years

Response: 0

3.3.4.1 Total number of start-ups incubated on campus year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
List of startups details like name of startup, nature, year of commencement etc	[View Document]()

3.4 Research Publications and Awards

3.4.1 The institution has a stated Code of Ethics to check malpractices and plagiarism in Research

Response: Yes

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

3.4.2 The institution provides incentives to teachers who receive state, national and international recognition/awards

Response: Yes

File Description	Document
e- copies of the letters of awards	View Document

3.4.3 Number of Patents published/awarded during the last five years

Response: 0

3.4.3.1 Total number of Patents published/awarded year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
List of patents and year it was awarded	View Document

3.4.4 Number of Ph.D.s awarded per teacher during the last five years

Response: 1.75

3.4.4.1 How many Ph.Ds are awarded within last 5 years

Response: 07

3.4.4.2 Total number of teachers recognised as guides during the last 5 years

Response: 04

File Description	Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	
URL to the research page on HEI web site	

3.4.5 Number of research papers per teacher in the Journals notified on UGC website during the last five years

Response: 1.11

3.4.5.1 Number of research papers in the Journals notified on UGC website during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
40	18	20	28	08

File Description	Document
List of research papers by title, author, department, name and year of publication	

3.4.6 Number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings per teacher during the last five years

Response: 2.73

3.4.6.1 Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
35	87	34	107	18

File Description	Document
List books and chapters in edited volumes / books published	

3.4.7 Bibliometrics of the publications during the last five years based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Response: 1.09

File Description	Document
BiblioMetrics of the publications during the last five years	
Any additional information	

3.4.8 Bibliometrics of the publications during the last five years based on Scopus/ Web of Science - h-index of the Institution

Response: 1.5

File Description	Document
Bibiliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	

3.5 Consultancy

3.5.1 Institution has a policy on consultancy including revenue sharing between the institution and the individual

Response: Yes

File Description	Document
Soft copy of the Consultancy Policy	
URL of the consultancy policy document	

3.5.2 Revenue generated from consultancy during the last five years

Response: 38.88

3.5.2.1 Total amount generated from consultancy year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
6.62	15.62	16.41	0.11	0.12

File Description	Document
List of consultants and revenue generated by them	
Audited statements of accounts indicating the revenue generated through consultancy	

3.5.3 Revenue generated from corporate training by the institution during the last five years

Response: 0.59

3.5.3.1 Total amount generated from corporate training by the institution year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0	0.22	0.25	0.10	0.02

File Description	Document
List of teacher consultants and revenue generated by them	[View Document](#)
Audited statements of account indicating the revenue generated through training	[View Document](#)

3.6 Extension Activities

3.6.1 Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years

Response:

The NSS Units of KBN College have made an indelible mark of its own in the field of social service. The two units have been playing an active role in motivating the students towards service and inculcating a sense of social responsibility in them. They have been doing Yeoman Service in enlightening the public by creating awareness, illuminating their lives by driving away the darkness of ignorance. The NSS units of the college always responded to contemporary social issues and organized a wide range of activities according to the needs of the times, in an attempt to bring the students close to the society and involve themselves actively in extending their services as responsible citizens.

An Award of Excellence was given by Acharya Nagarjuna University for the exemplary and remarkable social services rendered by KBN College NSS units in 2007. The award was presented on the occasion of Acharya Nagarjuna University Foundation Day Celebrations.

During the past years the college has adopted two villages namely Tadepalli and Gollagudem where the NSS Units strived hard to improve the literacy, health, hygiene and economic status of the people. In addition to these villages, a third village namely Ambapuram was adopted in 2016-17. Even after 70 years of Independence open defaecation is observed in this village, an issue effecting self-respect of women and cause for spreading of diseases. The NSS Units of KBN College worked in association with Gram Panchayat of Ambarpuram and propaganded against open defecation and extended their services in construction of wash rooms and souchalayas. Along with this program the NSS units also organized Mega Medical Camps, distributed medicines of worth 2 lakh rupees and created awareness on prevention of

diseases. Seminars and Skits are organised on AIDS, effects of alcohol and Gutka to avoid the use of liquor and tobacco. The public were trained on cashless transactions. The orphanage of Ambapuram was provided with 100 kg of rice, school uniforms & bags. Summer coaching camps in computer training for youth and handicrafts training for women are organized. All such activities organised in the neighbourhood community sensitised the students to social issues and helped in overall personality development.

File Description	Document
link for additional information	[View Document](#)

3.6.2 Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

Response: 20

3.6.2.1 Total number of awards and recognition received for extension activities from Government /recognised bodies year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
05	06	05	02	02

File Description	Document
Number of awards for extension activities in last 5 years	[View Document](#)
e-copy of the award letters	[View Document](#)

3.6.3 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the last five years

Response: 93

3.6.3.1 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
22	19	16	23	13

File Description	Document
Reports of the event organized	[View Document](#)
Number of extension and outreach programs conducted with industry,community etc for the last five years	[View Document](#)
Any additional information	[View Document](#)

3.6.4 Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years

Response: 62.25

3.6.4.1 Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
545	692	701	680	418

File Description	Document
Report of the event	[View Document](#)
Average percentage of students participating in extension activities with Government or NGO etc	[View Document](#)
Any additional information	[View Document](#)

3.7 Collaboration

3.7.1 Number of Collaborative activities for research, faculty exchange, student exchange per year

Response: 7.4

3.7.1.1 Total number of Collaborative activities for research, faculty exchange, student exchange year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
14	10	05	04	04

File Description	Document
Number of Collaborative activities for research, faculty etc	View Document
Copies of collaboration	View Document

3.7.2 Number of linkages with institutions/industries for internship, on-the-job training, project work, sharing of research facilities etc. during the last five years

Response: 23

3.7.2.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
15	2	2	2	2

File Description	Document
e-copies of linkage related Document	View Document
Details of linkages with institutions/industries for internship	View Document
Any additional information	View Document

3.7.3 Number of functional MoUs with institutions of National/ International importance, Other Institutions, Industries, Corporate houses etc., during the last five years (only functional MoUs with ongoing activities to be considered)

Response: 21

3.7.3.1 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years (only functional MoUs with ongoing activities to be considered)

2017-18	2016-17	2015-16	2014-15	2013-14
4	7	6	2	2

File Description	Document
e-copies of the MoUs with institution/ industry/ corporate house	View Document
Details of functional MoUs with institutions of national, international importance,other universities etc during the last five years	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 The institution has adequate facilities for teaching - learning. viz., classrooms, laboratories, computing equipment, etc

Response:

KBN College was established in the year 1965. Over the years, the college has built up an impressive and state of the art infrastructure. Through this infrastructure, the institution strives to provide ample opportunities for the intellectual development of young minds. According to the Budget prepared college takes necessary steps to provide adequate infrastructural facilities in terms of class rooms, laboratories and computing equipment.

Class rooms:

The College has 63 class rooms with good ventilation, airflow and comfortable seating arrangements to perform its academic activities. 65% of the class rooms are well equipped with LCD and OHP projectors to facilitate effective teaching and learning in the classrooms. Latest information technology like Hitachi Smart Board which converts hand written text into typed text, Short Throw projectors, laptop, LAN and Wi-Fi promote innovative teaching-learning process.

Laboratories:

24 State of art laboratories are available with advanced instruments and well-equipped network. The Computer Labs are perfectly insulated, stabilized and air conditioned with 100% Uninterrupted Power Supply (UPS). Science Labs, Language lab, Business lab, Maths & statistics lab, C– Language Lab, and e-banking labs are provided with Projectors, LAN and Wi-Fi facility. The Zoology Lab has a Visualizer for projecting objects, teaching materials and specimens. Mathematics department uses Math Lab for analytical approach.

Research Labs:

Central Instrumentation Centre has Laminar Air-flow chamber, Incubators, U.V. Spectrophotometer, Rota Vapour, Water Analysis Kit, Fuming Cupboard, Centrifuges, Ultrasonic Interferometer, Water bath, Electronic balances etc. which enhance the research abilities of the faculty and students.

Computing equipment:

370 computer systems, 51 laptops, 20 printers and other reprographic services are available for academic purposes. All the computers are connected on Local Area Network. The broadband is of 50 Mbps. The campus is Wi-Fi enabled and power back up is ensured with sufficient number of UPSs. For the uninterrupted power supply 125 K.V. Generators are installed.

Library and Reading Room:

The Central library is furnished with Textbooks, Reference books and journals and e- journals. It fulfils

the mission of the college to provide quality education to its students and staff. Digital library with 20 computers help students to surf e-content. INFLIBNET- supports the e-content resource. Separate software (JAWS) is provided to visually challenged persons in the library. Printers like Mitsubishi and Gestener (RICOH) high-end Xerox cum Printer with auto-reverse facility are available for access.

Others

Seminar Halls:

1. Vivekananda Seminar Hall (A/c) with a capacity of 120 members and equipped with interactive smart board, Wi-Fi facility and MANA TV.
2. Netaji seminar hall (A/c) with a capacity of 300 members, equipped with ICT facilities
3. Seminar Hall-3(A/c) with a capacity of 250 members.

Discussion room:

Discussion room is arranged with a capacity of 72 members and provided facilities with smart board, laptop & Short Throw Projector.

Multi-Media Room:

A separate Air-conditioned classroom for Multi-Media & Animation Courses exists in the college

Museums:

State of art Botany and Zoology museums are with rare collection.

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

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

Response:

The College in addition to the academic activities keeps more emphasis on co-curricular and extracurricular activities. A sports ground of total 3,500 sq. m area is available for outdoor games A spacious sports room is available for playing indoor games. A gymnasium hall is available which remains open for the students at all the time. The institute also has all the required sports material in good condition. Regular sports activities are organized and the physical Education Department conducts Inter Collegiate and University level Competitions.

Establishment of Physical Education: 1965

Indoor facilities:

- 2 International Stag Table Tennis Tables.
- Table Tennis Robo machine was installed to teach new techniques.
- Badminton court with flood lights.
- Provision for carom boards and chess and other indoor games.
- Physiotherapy equipment also available to provide first aid to the injured

Outdoor facilities:

- Total number Cricket nets for coaching – 2. One Pitch is made of red clay and the second with Concrete
- A Cricket bowling machine for practice session.
- Hand ball court with Iron goal posts, with rounded iron crossbar. The court is of red soil. Having net enclosure upto a height of 10 ft. around the court
- Parallel bar and Horizontal bars
- Separate Courts for Kabbadi, Kho-Kho, Volley ball, and Ball Badminton
- Volley ball court is made of Red clay with permanent iron posts
- Kho-Kho court is made of with Red clay with permanent Wood posts fixed.
- Basketball Court with Concrete flooring and cement posts and LED Flood lights

Gymnasium:

A separate Gymnasium measuring 30x40 is available with sophisticated infrastructure. The important equipment is

- Weight lifting platform
- A multi gym with twelve workstations
- Tread mill

It also has a variety of equipments like Abdominal Bench, Barbells, Bench Press, Cables and Pulleys, Calf Machine, Dipping Bars, Dumb Bells, Hammer Strength Machine, Hyper Extension Bench, Incline, Bench Press, Leg Abduction Machine, Leg Extension Machine, Leg Press Machine, Pull Up Bar etc. The gymnasium aims at maintaining student's physical and mental health.

Establishment of Yoga Centre: 2012

As our college offers Diploma course in Yoga a Yoga Centre was established with all facilities including LCD projector to show the videos in yoga. In addition Venkateswara Yoga centre is functioning in the college from 2012 onwards to reduce the stress and strain of the faculty and students.

Cultural Activities:

Establishment of Dramatic Association: 1965

The Dramatic Association of the college strives to train students in various fine arts and improves their expressive ability. It conducts various activities which include Annual Day, Independence Day celebrations, Republic Day celebrations, Gandhi Jayanti and Prize distribution Day. The activities are

carried out in the Open Air Auditorium and seminar halls. The Dramatic Association encourages the students to participate in various competitions organized by the University, State Government and various other organizations.

The Dramatic Association is equipped with musical items like Bugles, Drums, Guitar, Kabbas etc. The Sound system with Amplifier, Speaker box, Xr-40hh wireless micro phone and Studio master PA-2.0 power amplifier.

File Description	Document
Any additional information	View Document
link for additional information	View Document

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

Response: 63.64

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 42

File Description	Document
Number of classrooms and seminar halls with ICT enabled facilities	View Document
Any additional information	View Document

4.1.4 Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.

Response: 8.64

4.1.4.1 Budget allocation for infrastructure augmentation, excluding salary year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
10.50	31.0	30.0	32.0	29.20

File Description	Document
Audited utilization statements	View Document

4.2 Library as a Learning Resource

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

Response:

The Central library of the college is situated in the front part which is accessible to all the students and staff.   It is equipped with modern technology and is upgraded regularly. The Library is automated with the software Ez-Libaray in the year 2006, developed by Volk soft Technologies, Hyderabad. The Ez library is with a single site license. The software is installed in a server located in secured place at Central Library. Unlimited number of users can access the server in the campus.

The following modules are available in this software

Online Public Access Catalogue (OPAC): Inside the campus all the students, staff and other stake holders can search for books from title, author, publisher, subject, department, date of publication and catalogue. They can also verify whether the book is available in the library or not.

Title Register: User can search the book depending on Title of the book.

Accession Master: This window is used to enter the data about new books with 23 columns like title, author, publisher, publication place, bill date, vendor, size etc. This data is useful while searching for the book referring to these columns.

Issue Register: Report can be generated to view the number of books issued during the said period, with accession number, admission number, title, and title-id, date of issue, due date and issue time. Issue and return of books are done through bar code technology.

Return Register: Report can be generated to view the number of books returned during the said period, with user-id, accession number, title-id, title name, member-id, member-name, issue-date, return-date and expected return date.

Journal Master: Report showing the journals which are available in Central Library with the following fields: journal-id, journal name, frequency name, category name, publisher name, supplier name and language.

Students History: User can view the students history i.e. books issued and returned by the student for said period, with   sl.no., accession number, title name, card-id, issued for number of days, date of issue, due date and date returned.

Catalogue Information: Department-wise books details displayed with the columns of sl.no. Accession number, classification number, title name, author name, publisher name and net price.

Bar coding: By using bar code scanners issue and return of books is done. This is possible because each and every book in the library is bar coded. Using this technology issue and return of the books to stake holders is made easy.

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of a
Ez library – Automated library Management System Volksoft Technologies, Hyderabad	Full	(v 10.0.9.22)	Since 200

File Description	Document
Any additional information	View Document
link for additional information	View Document

4.2.2 Collection of rare books, manuscripts, special reports or any other knowledge resource for library enrichment

Response:

Our college Central Library has the habit of collecting and maintaining rare books and other knowledge resources for the benefit of stake holders so as to develop themselves in various subjects and to do research. The College library has a very good collection of rare books dating back to 1885. Most of the rare books are in Telugu, Sanskrit, and English. The copies of Four Vedas are available in the library. These rare books are maintained specially and binding of these books is also done as and when required by our staff. Although these books are not under curriculum, users can access these books which are available at Reference Section of Central Library. These books are exhibited during National Library Week Celebrations from 14th November to 20th November every year for the benefit of the stake holders.

The library management is planning to scan these rare collections by converting them into electronic form and put it on the library website so that these books can be accessed 24x7 from their convenient places, as these books are not available to procure from the market.

 Some of the important books maintained by the library are:

- Manual of the Administration of the Madras Presidency V-1 to 3 by C.D.Maclean - 1885
- The Oxford English Dictionaries A-Z -by James A.H.Murray – 1933
- Bharata Rajyanga Charitra by Andhra Viswa Kala Parishhat – 1948
- The Age of Faith by Simon & Schuster - 1950
- Tanjavuru Patanamu by Malladi Vasundhara – 1953
- Flora of the Presidency of Madras v-2&3 by J.S.Gamble – 1957
- The Vedas by Dr.C.Kunhan Raja – 1957
- The Age of Luis XIV by Will & Ariel Durant - 1963
- International Encyclopedia of the Social Sciences v-1-2 by David L.Sills – 1972

Special reports:

Our Central library had a rich collection of Research papers published in reputed journals and Thesis

submitted by various faculty members as a part of Master of Philosophy and Doctor of Philosophy. Our college subscribed for various e-Journals, we downloading the e-journals and to view these information off-line also.

Other knowledge resources:

The library also has an extensive collection of reference sources like Encyclopaedia Britannica, Dictionaries, International Encyclopaedia of the Social Sciences, The golden home and High School Encyclopaedia from Volume I to Volume 20 and Biographies etc. The library has various subject CD's, and encyclopaedias which are readily available at Central Library. The College magazines are present in the Library since 1965 which are scanned and placed in Website. The unique feature of the library is maintenance of Back volumes of various Journals like Digit, Current Science, Proceedings of Mathematical Sciences, Pramana-Journal of Physics, Chemical Sciences, Banking Services Chronicle etc.

File Description	Document
Any additional information	[View Document](#)
link for additional information	[View Document](#)

4.2.3 Does the institution have the following

1. e-journals
2. e-ShodhSindhu
3. Shodhganga Membership
4. e-books
5. Databases

Any 4 of the above

Any 3 of the above

Any 2 of the above

Any 1 of the above

Response: Any 4 of the above

File Description	Document
Details of subscriptions like e-journals,e-ShodhSindhu,Shodhganga Membership etc	[View Document](#)
Any additional information	[View Document](#)

4.2.4 Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)

Response: 6.76

4.2.4.1 Annual expenditure for purchase of books and journals year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
8.39	12.97	1.88	4.45	6.10

File Description	Document
Details of annual expenditure for purchase of books and journals during the last five years	[View Document](#)
Audited statements of accounts	[View Document](#)

4.2.5 Availability of remote access to e-resources of the library

Response: Yes

File Description	Document
Any additional information	[View Document](#)

4.2.6 Percentage per day usage of library by teachers and students

Response: 69.47

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

Response: 858

File Description	Document
Any additional information	[View Document](#)

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

With the growth of the KBN College it is imperative to develop the infrastructure especially in IT field as technology is the backbone of any college. Policies and frameworks play a key role in helping the colleges realize the long-term vision. Hence the college has developed a strong IT policy to improve the standards of IT facilities. The policy includes

1. Maintenance of infrastructure with in-house technicians.
2. Utilization of information in a manner that is consistent with the need of the college for security and confidentiality.
3. Preservation of Data in a secured manner by restricting unauthorised access to College network.
4. Time to time up gradation of Wi-Fi facilities by enhancing the bandwidth.
5. Increasing of Wi-Fi access and availability to staff and students.

The college ensures the responsible use of IT facilities in the institution such as updating of the following

1. Intel Core i7-3rd gen/Intel DH77EB MB/ 4gb ddr3 Ram/ systems to Intel Core i7-7th Gen/Gigabyte H270M-DHMB/8gb Ram/systems
2. Band width is increased from 10MBPS- 50 MBPS
3. D-Link AC1750 Dir868l Point is increased to D-Link Ultra Ac3200 Dir890l
4. Laptop Dell from V356 to Dell Vostro v3568
5. Data backup is done at regular intervals.
6. Antivirus is installed on every computer system.

Stake holders are advised to use OSS. College makes use of large number of open source software's and OS such as Ubuntu14, Fedora 20.

The ensuing plans for promoting IT infrastructure and Wi-Fi facilities are.

- To replace computers periodically.
- To upgrade licenses as per requirement.
- To purchase software according to necessary conditions
- To enhance Firewall and Anti-virus software regularly.

The IT facilities are developed and improved so as to assist Computer Based teaching learning processes. It comprises of

- Maximum utilization of Digital library which has high speed internet with upgraded systems for the benefit of the stake holders.
- Providing login facilities to various e-resources like INFLIBNET, N-list, Delnet, ACM etc. to all the faculty and students.
- Encouraging students and faculty to make use of   e-resources.

File Description	Document
Any additional information	[View Document](#)
link for additional information	[View Document](#)

4.3.2 Student - Computer ratio

Response: 3.02

File Description	Document
Any additional information	[View Document](#)

4.3.3 Available bandwidth of internet connection in the Institution (Lease line)
?50 MBPS

35 MBPS - 50 MBPS

20 MBPS - 35 MBPS

5 MBPS - 20 MBPS

Response: ?50 MBPS

File Description	Document
Any additional information	[View Document](#)

4.3.4 Facilities for e-content development such as Media Centre, Recording facility, Lecture Capturing System (LCS)

Response: No

File Description	Document
Facilities for e-content development such as Media Centre, Recording facility,LCS	[View Document](#)

4.4 Maintenance of Campus Infrastructure

4.4.1 Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years

Response: 9.35

4.4.1.1 Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
12.54	34.90	30.86	35.80	29.69

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic facilities	View Document
Audited statements of accounts.	View Document

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

Response:

KBN College has a maintenance committee that oversees the maintenance of buildings, classrooms and laboratories. It is headed by the Executive Officer who in turn monitors the work to the Supervisor who efficiently organizes the workforce. Under the supervisor is the maintenance officer who conducts periodic checks to ensure the working condition of the infrastructure. In addition a building committee is constituted as per the U.G.C. guidelines for proper maintenance of the buildings. Adequate in house staff is employed to maintain hygiene, cleanliness and infrastructure on the campus accurately 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. The Green Cover of the campus is maintained by 2 full time gardeners.

The college has adequate number of the computers with internet connections and the utility of software's is distributed in different locales like office, laboratories, library, departments etc. All the stakeholders have equal opportunity to use those facilities as per the rules and the policies of the institution.

Maintenance:

- Buildings, furniture, laboratories and the library are fully insured against natural hazards. The maintenance cost of the buildings, furniture, and library is met out of the special fee funds.
- The repairs and maintenance expenditure of laboratories is met from the special fee collected for laboratories.
- Major expenditure incurred on maintenance is borne by the Management.
- Lab technicians, Carpenters, Electricians, Class IV Employees, Gardeners are paid by the management.
- A full time technician is put in-charge of electrical works. Separate hardware technicians are employed to look after the maintenance of computers on the entire campus.
- Repair and paint work is done periodically, whenever it is required and assistance of N.S.S. volunteers is sought from time to time.
- Annual stock verification of all departments is a regular process.
- Assistance of skilled professionals is taken on payment basis to repair the lab equipment.
- Whenever necessary, the Management engages Civil Engineers and Architects on per visit basis.

Utilization:

The college utilizes its infrastructure and learning resources to the optimum so that the vision and mission of the institution is met with. The infrastructure is utilized to the optimum by planning and making use of all the rooms and laboratories.

- During Sundays, the college buildings are rented out for conducting public (private) examinations like Bank recruitment examinations and other competitive examinations.
- During summer vacation, the whole campus is utilized to conduct Women Empowerment Programs like free training classes in Computer fundamentals, two wheeler driving, Tailoring, maggam work etc.
- The college grounds are available for use by other institutions during summer vacation and the generated fund is utilized for development of the institution.
- The open air theatre/seminar halls are given for social and Government-sponsored functions and the funds thus generated are utilized for Poor Students.

File Description	Document
Any additional information	View Document
link for additional information	View Document

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

Response: 56.25

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
821	719	527	488	279

File Description	Document
Upload self attested letter with the list of students sanctioned scholarships	[View Document](#)
Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years	[View Document](#)

5.1.2 Average percentage of students benefited by scholarships, freeships, etc. provided by the institution besides government schemes during the last five years

Response: 7.15

5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution besides government schemes year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
93	101	93	40	35

File Description	Document
Any additional information	[View Document](#)

5.1.3 Number of capability enhancement and development schemes –

1. **Guidance for competitive examinations**
2. **Career Counselling**

3.**Soft skill development**
4.**Remedial coaching**
5.**Language lab**
6.**Bridge courses**
7.**Yoga and Meditation**
8.**Personal Counselling**

7 or more of the above

Any 6 of the above

Any 5 of the above

Any 4 of the above

Response: 7 or more of the above

File Description	Document
Details of capability enhancement and development schemes	[View Document](#)
Any additional information	[View Document](#)
Link to Institutional website	[View Document](#)

5.1.4 Average percentage of students benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years

Response: 77.5

5.1.4.1 Number of students benefited by guidance for competitive examinations and career counselling offered by the institution year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
845	880	624	744	657

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	[View Document](#)
Any additional information	[View Document](#)

5.1.5 Average percentage of students benefited by Vocational Education and Training (VET) during the last five years

Response: 32.59

5.1.5.1 Number of students attending VET year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
341	294	291	355	282

File Description	Document
Details of of students benefited by Vocational Education and Training (VET)	View Document
Any additional information	View Document

5.1.6 The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

Response: Yes

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

5.2 Student Progression

5.2.1 Average percentage of placement of outgoing students during the last five years

Response: 60.96

5.2.1.1 Number of outgoing students placed year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
390	449	365	253	214

File Description	Document
Self attested list of students placed	View Document
Details of student placement during the last five years	View Document

5.2.2 Percentage of student progression to higher education (previous graduating batch)

Response: 22.82

5.2.2.1 Number of outgoing students progressing to higher education

Response: 139

File Description	Document
Upload supporting data for student/alumni	View Document
Details of student progression to higher education	View Document

5.2.3 Average percentage of students qualifying in State/ National/ International level examinations during the last five years (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)

Response: 60

5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil services/ State government examinations) year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	01	02	02

5.2.3.2 Number of students appearing in state/ national/ international level examinations (eg: NET/SLET/GATE/GMAT/CAT, GRE/TOEFL/ Civil Services/State government examinations) year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	01	02	02

File Description	Document
Upload supporting data for the same	[View Document](#)
Number of students qualifying in state/ national/ international level examinations during the last five years	[View Document](#)

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) during the last five years

Response: 37

5.3.1.1 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-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
25	03	03	06	0

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at national/international level during the last five years	[View Document](#)
e-copies of award letters and certificates	[View Document](#)
Any additional information	[View Document](#)

5.3.2 Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution

Response:

A Student Council is formed by the college every year with the representation from each section. The class representatives are nominated by the Principal on merit basis from each section for a period of one academic year. The Principal will head the Council and a member of the Staff will monitor the activities. The class representatives will ensure the order and discipline of their classes concerned. The college expects the senior students to keep up the standards and traditions of K.B.N. and be a role model to their Junior Students. A total No. of 39 representatives from each section will assume as members of the Student Council.

The following is the list of select committees on which students are nominated and are encouraged to participate actively in their functioning.

- **Library Committee**: - The Librarian will hold a meeting in the beginning of the academic year and select the students as members based on their acquaintance with the Library in the previous academic year of their study. The members will assist the Librarian in procuring text books, journals and other learning sources. They also assist in conducting Library Week and other important events related to Library.
- **Quality Circle**: - From each group of the programmes offered at U.G. Level will form into a quality circle consisting of HOD, Faculty and Students. The members along with the faculty will review the quality measures initiated in the process of Academic Plan implementation of every subject in a Semester. Student members of Quality Circle help to propagate quality policies adopted by the institution among the student fraternity and also help in projecting the student view point while taking any quality policy decision.
- **Sports**: The Sports Committee headed by the Physical Director will hold a selection meet in the beginning of Academic Year to select interested and skilled students to form the Sports Committee. The selected student members will represent the college at Inter-Collegiate, Inter-University & National level meets.
- **Cultural Committee**: - The cultural co-ordinator will conduct selection trails in the beginning of the academic year to constitute its members. The Student artists belonging to various art forms will represent the college at Inter-Collegiate, Inter-University and at National Level Competitions. All the cultural activities, during the important occasions like National Festivals, College Annual Day Celebrations are taken up by this Committee.
- **NSS**: NSS activities are co-ordinated with large participation by student cadets every year. The Programme Officer will send a notice to all the students in the beginning of the academic year calling for the volunteers. Interested students from each class who enrol themselves will become the members. The members will play an active part on various occasions such as National Integration, Social Awareness and College Out-reach programmes.
- **Discipline & Anti-Ragging Committee**: - Student members assist the institution in implementing strict anti-ragging measures so that the college becomes a ragging-free campus. Sensitisation programmes on anti-ragging are conducted periodically to redress any emerging problems if there is.

File Description	Document
Link for Aditional Information	[View Document]()

5.3.3 Average number of sports and cultural activities / competitions organised at the institution level per year

Response: 10.4

5.3.3.1 Number of sports and cultural activities / competitions organised at the institution level year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
12	10	09	11	10

File Description	Document
Report of the event	[View Document](#)
Number of sports and cultural activities / competitions organised per year	[View Document](#)
Any additional information	[View Document](#)

5.4 Alumni Engagement

5.4.1 The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years

Response:

The college has an alumni association named KOSA (KBN College Old Students Association that was registered on 1st May, 2014 with the register number 103 **of 2014** under the Andhra Pradesh Societies Registration Act., 2001. The members of the alumni are very prominent people in the society, representing the fields of Politics, Real Estate, I.T., education department and in many government departments as well. The members of the alumni help the student community through the Placement Cell, as most of them are well positioned in various corporates. The alumni members are always in touch with the students of the college and act as stake holders along with the management in carving the bright future of the students. They not only involve themselves in academic matters of the students but also focus on the infrastructural amenities to facilitate the wellbeing of the student community. The Alumni as integral part of the institution plays a vital role in carrying out various activities, reflects on assessing the quality of the institution through their feedback on the overall functioning of the institution from time to time. The alumni take interest in the academic empowerment of the learner community. Keeping in view of this the alumni arranges guest lecturers to address the requirements of the diverse learners. They either financially support in arranging the guest lecturers or they themselves share their expertise in their chosen field as and when the need demands. KOSA would also support the poor, needy and enthusiastic minds. Every year KOSA identifies the financially backward students and support them in paying their tuition fee based on their overall performance. Many a students for the last five years have been the beneficiaries of this kind of benevolence. Some of the bright minds of KOSA after completing their post graduate studies and doctoral degrees have come back to the institution in the capacity as lecturers and have been contributing their immeasurable knowledge and commitment for the wellbeing of the institution and student community. The KOSA since last five years has taken a lead role in recognizing and felicitating senior faculty for their astounding commitment to the institution, outstanding services to the society at large and their extraordinary contribution in the field of academics. KOSA is actively involved in the college NSS activities. The association partners in the college NSS outreach programs every year. The members of the alumni contribute in distributing free medicines and blankets to the needy villagers during NSS special camps held annually. KBN College Old Students Association for the last five years has contributed an

amount of 22,00, 000 lakhs on various activities that are being carried out in the college.

Many of our students are holding positions as Principals, artists, journalists, teachers, Professors, Developers and Charted Accountant etc. Though they are well settled inside the country and in other countries, the alumni group always keeps in touch with the college and is a close and well-knit body that always strives for the growth and development of the organization.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

5.4.2 Alumni contribution during the last five years(INR in Lakhs)
? 15 Lakhs

10Lakhs - 15 Lakhs

5 Lakhs - 10 Lakhs

2 Lakhs - 5 Lakhs

Response: ? 15 Lakhs

File Description	Document
Any additional information	View Document
Alumni association audited statements	View Document

5.4.3 Number of Alumni Association / Chapters meetings held during the last five years

Response: 20

5.4.3.1 Number of Alumni Association /Chapters meetings held year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
02	04	02	09	03

File Description	Document
Report of the event	[View Document](#)
Number of Alumni Association / Chapters meetings conducted during the last five years	[View Document](#)
Any additional information	[View Document](#)

Criterion 6 - 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

Response:

KBN College was established in the year 1965 by a renowned Philanthropist Late Sri. Kakaraparti Bhavanarayana to achieve the endeavours of the youth living in and around Vijayawada I Town and nearby villages. His vision is to provide quality education without any social discrimination at an affordable cost. To fulfil his vision, the Institution has a Governing Body comprising of President, Secretary& Correspondent, Principal, University nominee, UGC nominee, State Government nominee and two senior faculty members of the college. The governing body meets as and when necessary, at least once in a year to review the activities of the institution and extend necessary guidelines and directions for the betterment of providing quality education to the students.

The college management is successful in furnishing a congenial campus environment and is committed to impart quality education to students by providing all the infrastructural facilities pertaining to education and extracurricular activities. Policy making is done by the Governing body. It is implemented by the Principal, assisted by teaching and supporting staff. The Principal monitors the functioning of the institution through periodical meetings with Management, IQAC, Departmental Heads, Faculty, Supporting staff and Student representatives to reach the state of perfection. He supervises the performance of the administrative and non-teaching staff and arranges training programs for enhancement of quality of service to be provided by the office to the student community.

All the HODs under the guidance of the Principal, IQAC and BOS members restructure the curricula of various courses every year to achieve academic excellence. The institution is implementing new courses like B.com Logistics, e – Banking and B.Sc. MCCS (Mathematics, Chemistry, and Computer Science) which are in actual need for current scenario of the society by obtaining relevant permissions from UGC and Krishna University. Two new courses like B.Sc. Data science and IoT are started from the current academic year 2018-19. Various teaching, learning and innovative practices like hands on training, study projects, field visits, internship programs, invited lectures, Meet the CEO's; use of ICT facilities in class rooms; strict etiquettes of uniform, ID cards; compulsory accessibility of all the students to computer labs; observation of various important days, awareness programs on social problems, career counselling etc. are deployed to mould the students to knowledgeable, responsible, skilled, cultured, confident and competent citizens of India with a desire to strive for its progress and development.

Students are encouraged to participate in the various programs conducted by NSS, NCC, Red Ribbon Club, Eco Club, Debating & Quiz Club and also in Meets, National and International seminars to orient them towards service, team spirit and leadership. Students are made to learn the art of governance and administration by being a part of various committees. College cultivates harmonious relationships between faculty and students. It also seeks to assist the students to develop the power of clear thinking based upon sound and broad knowledge and to develop an attitude of open-mindedness.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.1.2 The institution practices decentralization and participative management

Response:

KBN College has a mechanism for delegating authority and providing operational autonomy to all the various functionaries to work towards decentralized governance system. Institution has the practice to take decisions with decentralization of all related persons.

Decentralization:

The Institutional authority is hierarchical- it ensues from the governing body down to the faculty members. The Governing Body delegates all the academic and non - academic decisions based on policy, to the college Committee which formulates common working procedures in consultation with the principal and IQAC. As per the prepared schedule, the principal assigns the work and delegate's authority to HODs to execute different plans. The HOD's assign different tasks to the concerned faculty members. For effective implementation and improvement of the institution, statutory and non-statutory committees are formed in which faculty members and students are involved.

Participative management

The Governing Body, Academic Council, Board of Studies, Finance Committee, IQAC, Student council and other statutory bodies are formulated as per the guidelines provided by the Government, UGC and the affiliating University. The college management gives liberal freedom and tractability to the Principal together with the Departmental Heads to lead all the academic activities of the College. Representatives of Students Council take an active part in the governance of the activities in the campus. The decisions of the Departments are conveyed to the principal who in turn takes them to management and the final decisions are made. The process is regular and necessary steps are formulated to implement strategic plans of the institution. College authorities recognize and maintain a cordial relationship with all faculty members. Feedback of different stakeholders is also an indication of the participative management.

Case study: In the contemporary competitive environment there is a need for change in syllabi of subjects. The Chairman of Board of Studies ie., the Head of Department in consultation with the other faculty members of the Department and keeping in view the U.G.C and APCHE's guidelines takes initiative to change and modify the syllabus and to introduce new topics in the curriculum. One University nominee, two subject experts, an industrialist and an alumnus are invited for the BOS. After discussions the changes made in the curriculum will be incorporated in the syllabus. The syllabi thus approved in BOS with a change in subject code are sent to the office of the Controller of Examinations for getting approved in the Academic Council. The Principal is the chairman of the Academic Council, and all the Departmental Heads are the members. University Registrar, an industrialist, Academician, Alumni and two other nominees from Affiliated University are also the members of Academic council. All the changes made in the curriculum are moved by the concerned Departmental Heads in the meeting. The Academic Council may recommend modifications in the BOS approved syllabi or approve the changes as

they are. Ultimately the approved modified curriculum is placed before the apex Governing Body for ratification. The same is communicated to the staff and students and implemented as approved.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.2 Strategy Development and Deployment

6.2.1 Perspective/Strategic plan and Deployment documents are available in the institution

Response:

KBN College has created the Strategy document through a detailed consultation & feedback process with all stakeholders, for a period of 7 years from 2013-2020.The Strategic Plan seeks to leverage the strengths that the College has developed over the past five decades, to build upon them and develop new strengths. The following broad targets have been given special emphasis in the strategic plan:

1. Become a college of academic excellence by offering more number of new courses, Value added certification courses and Open Online Courses related to the needs of the local industries.
2. Strengthening Innovating Teaching- Learning Processes: College plans to improve Multimedia technology already in practice by upgrading Language lab, departmental libraries, buying more research journals, and focussing on e-resources.
3. Promote personality development of students: **O**verall development is a prerequisite for employment. In addition to the programmes already in place, measures are taken to improve communication, analytical and soft skills of students. Coaching for Competitive exams are enhanced. Many co- curricular and extracurricular activities are planned for the holistic development of the students.
4. Faculty Development: The research output increased significantly in terms of establishing Research centres in Commerce & Management, completion of 8 UGC Minor Research Projects, awarding Ph.D.'s and publishing papers. More measures are planned to increase the number of faculty members involved in research.
5. Rewards to high achieving faculty members: An invigorating work environment is provided for faculty, where merit and hard work are recognised and rewarded in the form of Incentives like hike in salary.
6. Infrastructure: Several new infrastructure facilities were created. Focus is on the improvement of central Instrumentation centre, establishment of Virtual lab and Media Centre.
7. Energy conservation measures: Includes use of LED bulbs and Solar Panels. Systems are strengthened to improve waste disposal. Measures will be introduced to minimise energy consumption for air-conditioning.
8. Outreach: College has been adopting villages, organising summer camps for women in skill based courses, sports coaching for school children and yoga training classes for public. The Institute will enhance its role in this regard in the coming years.
9. Placement is traditionally good, will be fine-tuned to meet the aspirations of the students and

> expectations of employers.

10. The involvement of alumni in all aspects of the Institute's development is intensified.

11. To strengthen linkages with Institution and Industry: The College entered into Academic MOU's with many institutions for faculty and student exchange programs. The Industry Linkages are being strengthened gradually.

12. Cleaner and Greener Campus: The goal is to become a zero discharge campus towards which measures are being implemented.

KBN College has diversified its educational offerings and increased its focus on introducing new courses and programs like B.Com. Logistics, B.Sc. MCCS, PG Diploma in e- Banking, Diploma in Printing Technology, Certificate course in Yoga, and establishment of Women Studies Centre. The institution introduced two new UG courses, B.Sc. Data Science & IoT from the academic year 2018-2019 which are industry oriented and skill based.

LINK : http://www.kbncollege.ac.in/department_of_ugc_Programmes.php

File Description	Document
Any additional information	View Document
Strategic Plan and deployment documents on the website	View Document
Link for Additional Information	View Document

6.2.2 Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism

Response:

KBN College was established in the year 1965 by a 112 years old committee, namely SKPVV Hindu High Schools' Committee. This committee forms the General Body of the institution which takes all major decisions of all institutions under its umbrella. Under the General Body there is the Governing Body and Executive Committee for the college separately. The Governing body consists of Management members, UGC Nominee, State Government Nominee, University Nominee, Principal and two senior lecturers. The growth of the institution is monitored by the Executive Committee which is a separate committee for every institution. The President is the Head of the Executive Committee. The next in hierarchy is the Secretary and Correspondent, Vice- President, Joint Secretary, and Treasurer, etc. This Committee looks after the provision of welfare measures to staff and infrastructural development activities. Secretary and Correspondent allocates responsibilities and duties to the Principal and review the progress of the activities in all departments of the college. He along with the President conducts periodical meetings with Principal and Heads of the Departments to review the progress of the college.

The Principal is the key mentor for all faculty members. He plays a dynamic role in organising academic, literary, cultural activities and administrative activities of college. He is responsible for all disciplinary actions towards students and grievance management. Executive Officer, Director Academics and

Planning, PG Director, Controller of Examinations and Internal Quality Assurance Cell (IQAC) work under the guidance of the Principal. The Director for Academics and Planning assists the Principal in smooth functioning of academic, extension and disciplinary activities.

The Heads of Departments in consultation and discussions with the departmental faculty and Director of Academics submit a report to the Principal regarding the activities and requirements of their respective departments. Various Statutory and Non-statutory committees are formed to decentralise the work. All these committees are chaired by Principal for smooth and effective running of the institution. Under the guidance of the Principal the teaching and the non-teaching staff execute academic, co-curricular and extracurricular duties.

The Executive Officer monitors the administrative and financial activities of the college with the help of Office Superintendent and administrative staff. The records are well maintained by the office personnel. The PG Departments are headed by the PG Director who works under the direction of the Principal. The academic and administrative activities all the PG courses are managed by the Director. The Controller of examination in assistance with the Deputy Controller of Examinations and their staff monitors the supervision of all examinations in the college. They view the effective conduct of Board of Studies, Academic Council and Governing Body Meetings. IQAC along with its members assist the principal in the effective functioning of various activities and provide suggestions for the holistic growth of institution.

LINK FOR GRIEVANCES & REDRESSAL CELL: http://www.kbncollege.ac.in/appeals_grievances_redressal_cell.php

File Description	Document	
Any additional information	View Document	
Link to Organogram of the Institution webpage	View Document	
Link for Additional Information	View Document	

6.2.3 Implementation of e-governance in areas of operation

 1.Planning and Development
 2.Administration
 3.Finance and Accounts
 4.Student Admission and Support
 5.Examination

All 5 of the above

Any 4 of the above

Any 3 of the above

Any 2 of the above

Response: All 5 of the above

File Description	Document
Screen shots of user interfaces	[View Document](#)
ERP Document	[View Document](#)
Details of implementation of e-governance in areas of operation Planning and Development,Administration etc	[View Document](#)
Any additional information	[View Document](#)

6.2.4 Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions

Response:

KBN College has Statutory & Non – Statutory committees which are formed with teaching, supporting staff and students to execute various activities of the college effectively. Some of the distinctive committees / cells of the college are Planning & Evaluation, Anti Ragging Attendance monitoring and Ward Counselling, Admission, Examination, Grievance & Redressal cell etc.

Ward counselling committee is constituted every year under the chairmanship of the Principal. A senior faculty member will be nominated as the convenor and four other members as ward In charges. All other faculty act as ward counsellors. The committee meets once in a month to discuss student matters like less attendance, irregularity, low pass percentage, backwardness in studies, distribution of study material and Remedial coaching classes for slow learners. The main objective of this system is to improve the academic standards through continuous follow up. Monthly attendance reports and examination marks list are distributed to the Ward Counsellors to record the same in student progression Registers. If a candidate is weak in attendance or academic performance they are counselled by the mentors as well by the psychologist of the college to relieve them from stress or depression. The parents of such students are also called and they are advised to take appropriate measures to improve the student's performance.

Minutes of meeting of Ward counselling Committee:

Agenda:

1. To conduct a parents meet for I year degree students.
2. To divide the total strength of students into Wards.
3. To discuss about the allotment of students to the concerned Ward Counsellors..
4. To distribute the study material.

Resolutions:

As per the resolutions a parent's meet is conducted in the second week of July to first year degree students. All degree students are divided into 72 wards. A list of ward counsellors and their wards is

prepared. The study material is distributed through the ward counsellors.

The second meeting is conducted after the first mid semester exams and the agenda ia as follows:

Agenda:

1. To identify irregular students and academically backward students.
2. To identify students with stress & other problems.
3. To conduct Remedial classes to academically backward and SC & ST students.

As per the resolutions the list of academically backward and irregular students is prepared. The students with stress and who feel over burden of syllabus are counselled by the psychologist. The time table for conducting remedial coaching classes is prepared.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.3 Faculty Empowerment Strategies

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

Response:

Employees are undeniably crucial stakeholders who influence organisational effectiveness. Hence every educational institution has an inexplicable role to play in providing welfare facilities to its teaching and non-teaching staff. A satisfied employee is the key ingredient for progress of every Institution and the concept of employee welfare was and will always be a part of organisational efficiency. Employees spend most of the noteworthy time of their life in work place. Keeping this fact in mind, KBN College is providing the following effective welfare measures for teaching and non-teaching staff as mentioned below:

1. KBN College Co-operative Credit Society provides a loan amount of Rs.2 lakhs at lower interest rate for teaching and non-teaching staff.
2. Group Savings Linked Insurance Scheme for teaching and non-teaching staff with Master Policy Number: GSLI/41500.
3. 12.5% of basic salary is contributed by management to Employees' Provident Fund Organisation.
4. ESIC (Employee State Insurance Corporation), health insurance scheme in which 4.75% on gross salary is contributed by the management.
5. In house Homeo-Clinic with doctor is available for teaching, non-teaching and their families.
6. Healthy and Hygienic food is provided at subsidised rates in college canteen.
7. Sanitary vending and incinerator machines are available in Ladies Wash rooms.
8. Purified cooling water is provided to the staff and students through RO System.
9. College is equipped with CCTV cameras for the security of staff and students.

10. Internet through Wi-Fi is provided in the college.
11. Total fee concession is given to the children of the non-teaching staff studying in the college or in its other associated institutes.
12. Teaching and non-teaching staff is paid twice the salary for unutilised leaves.
13. Various leaves as per Government norms are extended to teaching and non-teaching staff.
14. To enhance the working potential excellence, computer based training and Administrative Training Programs are conducted to non- teaching staff.
15. Dasara bonus is given for non-teaching staff.
16. Seed money is provided for research for teaching staff.
17. The institution encourages the faculty to pursue the Ph.D programme and takeover the major and minor research projects by offering various facilities to the staff members like high speed internet, Wi.Fi& Digital Library.
18. A lecturer for completing Ph.D. / M.Phil.is awarded an increment of Rs.1500 and Rs.750 per month in his/her salary throughout their service. After completing Minor Research Projects they are given an incentive of Rs.5, 000/-
19. College supports the faculty to attend Orientation programmes, National Seminars, etc. and to present papers by granting registration fees and academic leave.
20. Cash award of Rs.4000/-and Rs.2000/- is given for publishing in International and National journals.
21. Free uniform is provided for Non-Teaching staff.
22. GYM facility with Thread mill is provided for teaching & non-teaching faculty at free of cost.
23. Annual recreational tour is organised at the expense of the Management.
24. Salary advance to the tune of maximum Rs.20, 000 is granted to non-teaching staff without any interest.

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

6.3.2 Average percentage of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the last five years

Response: 29.17

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

2017-18	2016-17	2015-16	2014-15	2013-14
35	11	10	88	6

File Description	Document
Details of teachers provided with financial support to attend conferences,workshops etc during the last five years	View Document
Any additional information	View Document

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

Response: 16.2

6.3.3.1 Total number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
23	15	17	15	11

File Description	Document
Reports of the Human Resource Development Centres (UGC ASC or other relevant centres).	View Document
Details of professional development / administrative training programs organized by the Institution for teaching and non teaching staff	View Document
Any additional information	View Document

6.3.4 Average percentage of teachers attending professional development programs viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Program during the last five years

Response: 84.81

6.3.4.1 Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
88	98	74	87	88

File Description	Document
IQAC report summary	[View Document](#)
Details of teachers attending professional development programs during the last five years	[View Document](#)
Any additional information	[View Document](#)

6.3.5 Institution has Performance Appraisal System for teaching and non-teaching staff

Response:

An effective performance Appraisal system enhances staff development and leads to greater professional growth. A consistent review of performance through Appraisal system helps the Institution to reach its strategic goals. The faculty members of the college are required to fill the API format designed by CCE of Andhra Pradesh Government at the end of the year. The format is extensive and is divided into three categories like 1.Teaching Learning and Evaluation Related Activities**;** 2.Co-Curricular, Extension and Professional Development Related Activities; and 3. Research and Academic Contributions. The first category include questions regarding to teaching assignments undertaken in excess of normal teaching workload as per UGC norms, additional inputs used, innovative teaching-learning methodologies practiced and implemented by the faculty members during the academic year and Examination duties. The second category includes questions of student related co-curricular and field based activities, contribution of faculty to the Institution and professional development. Questions on Research Projects, Consultancy Projects carried out/on-going, Publication of research papers, presentation of papers in National and International Seminars and participation in Refresher courses, Orientation and Faculty Development Programs come under third category. The appraisal forms are assessed by the HODs, and the principal of the college and a positive and constructive feedback is shared with the faculty members. The principal counsels the faculty members to improve their performance if necessary. The appraisal forms of aided faculty including Librarians and Physical Directors are sent to CCE who analyses it and confers prestigious State Awards in each subject to the faculty based on API s cores.

Faculty appraisal is also done through student feedback mechanism. A well drafted feedback form with 20 questions based on criteria like Knowledge base of the faculty, ability to integrate the course content, sincerity and commitment, communication skills, ability to design field trips and projects, motivating the students towards higher studies and research are given to the students at the end of each semester. Online feedback is implemented from 2016 onwards in addition to the normal manual feedback system. The appraisal forms are assessed by IQAC which analyzes and identifies the strength and weakness of faculty. The reports are submitted to the Principal and Management. This is further intimated to the concerned faculty in the academic meeting and suggestions for development or appreciations are made. The management offers incentives in salary and other benefits on the basis of outcome of appraisal report of staff. Adequate measures are taken to improve quality of teaching learning process.

Outgoing student's feedback on non-teaching staff is utilised to meet the changing needs of administration and to make necessary decisions for the next academic year. Self-appraisal reports for non-teaching staff are currently not given. However, the Principal and Executive Officer informally conduct the appraisal of non-teaching staff and they are counselled to improve their work if necessary.

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

The Finance Committee of the College has Principal as Chairman, Smt. K. Bhulakshmi as Finance Officer of the affiliating University, Sri. G. Gangadhar Rao C. A.as member nominated by the Governing Body and J. Panduranga Rao as senior most teacher of the college. The Finance Committee of the college that acts as an advisory body to the Governing Body estimates the annual budget of the college for the requirements of various departmental and institutional activities. The college has both internal and external audit mechanism to verify the income and expenditure from different sources like grants received from UGC and income from fees etc. Internal audits are conducted throughout the year, while external auditors conduct a single annual audit. Although it is important to trust that employees will fulfil their duties with honesty and integrity a "trust but verify" attitude is essential. Hence the management of the college carries out both Internal and external audits which are fraud prevention measures.

Internal Audit: Internal audits are vital for protecting institutions financial and physical assets. The management has appointed qualified Internal Auditors from external resources and a team of staff under them to do a thorough check and verification of all vouchers, receipt or purchase orders of the transactions that are carried out in the financial year. Bondada and Associates (FRN: 11655S), Vijayawada is appointed by the management as the internal auditor. In addition to the normal checking they also follow the random verification system that helps to locate the errors occurred if any. This allows the management to rectify the errors. This activity goes throughout the year and one month before the end of financial year the internal audit firm submits a detailed audit report to the external auditor.

External Audit: As an aided college, it is mandatory to maintain a statutory audit for the financial aspects of the institution. For this purpose the college management appointed Suryanarayana Murthy & Co., (FRN: 004301S), Vijayawada as external financial auditor. The external audit is also carried out on an elaborate way on quarterly basis and compulsorily at the end of every financial year. After receiving the detailed audit report from the internal financial auditor, the external auditor goes through the entire report, checks the account books and vouchers. Minor errors when pointed out by the audit team are immediately corrected / rectified and precautionary steps are taken to avoid recurrence of such errors in future. The audited utilisation certificate is submitted to the UGC by the management. Auditors from the office of the Commissioner of Collegiate Education, Government of Andhra Pradesh, also audit the accounts for every two years. So far there have been no major findings / objections. The internal audit for the year 2016-17 was completed on 01.09.2017 and External audit on 10.10.2017. The internal & external audits is to be completed by the end of May 2018 for the academic year 2017-18. The audit report for last year was satisfactory.

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

6.4.2 Funds / Grants received from non-government bodies, individuals, Philanthropists during the last five years (not covered in Criterion III) (INR in Lakhs)

Response: 142.82

6.4.2.1 Total Grants received from non-government bodies, individuals, philanthropists year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
27.88	5.00	61.42	30.38	18.14

File Description	Document
Details of Funds / Grants received from non-government bodies during the last five years	[View Document](#)

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

Response:

College Management has clear cut strategies for mobilisation of funds granted for various courses and activities. The main source of funding for the college is the fees collected from the students and funds released by the parental committee. Budget is prepared as per the requirements of the various departments. The dispersal of funds for the needs proposed are strictly monitored by the Principal. Fund utilization bills are maintained for various purchases made by the departments. The college follows a transparent accounting and audit practice. The college is also applying for funding from various other bodies like UGC, ICSSR, and DST- SERB etc. for organizing seminars/ conferences and for carrying out research projects.

The utilization of funds is done in the following manner:

1. Remuneration based on the performance of teaching professionals is provided.
2. Funds are allotted for teaching and learning practices like conducting Workshops, FDP's, and Orientation programs.
3. Part of the budget is utilized for day to day operational and administrative expenses.
4. Funds are allocated for purchasing of books, journals, magazines and improvement of library facilities every year.
5. Adequate funds are used for development and maintenance of infrastructure in the institution.
6. The grants received from external funding agencies are utilized in completion of Research projects

by purchasing required equipments. These equipments are further utilized in the laboratories of the institution.

7. Funds are properly utilized for observing special days like Ozone Day, Environment Day, Consumers Day, Women's Day, National Integration Day, National Science Day etc.

8. College honours the faculty members with best academic record by felicitating them with cash awards.

9. In view of social responsibility, a separate budget is allotted for social service activities like village adoption, medical camps, etc.

10. For enhancing research culture in the faculty, funds are allotted to sponsor research projects proposed by them.

11. Financial assistance is given to the teaching staff to attend Training programmes, National Seminars/ Conferences, to present papers and for publication of research articles in journals and books.

12. Every academic year the college spends money towards free coaching for competitive exams like ICET, KRUCERT, UPSC, IBPS, and APPSC etc. for the benefit of students.

13. College allots funds for conducting women empowerment programmes where women are provided free training in skill based courses at free of cost.

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

6.5 Internal Quality Assurance System

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

Response:

The IQAC of KBN College aims at continuous improvement of quality and achieving academic excellence. Since its inception, IQAC had been focusing on implementing the vision, mission and motto of the institution. It adopts quality management strategies and a participatory approach in all academic and administrative aspects. The commitment of the management, teaching and administrative staff of the college helps to identify benchmarks, promote good practices and scale them up across departments, and think of effective support that meets teacher and student expectations.

Under the guidance of IQAC, the college organizes National and International Seminars, FDP and orientation programs, Invited lectures and initiates to conduct activities for promotion of Human values and National integration. The following two best practices are institutionalized as a result of the IQAC initiatives.

1. **Faculty Incentives for building a culture of Research & Quality improvement:** The importance of research along with teaching is the need of the hour. Providing incentives to complete their research is necessary as it motivates a person. A lecturer for completing Ph.D. / M.Phil.is awarded an increment of

Rs.1500 and Rs.750 per month in his/her salary throughout their service. The faculty member who publishes a research paper in a peer reviewed journal will be given a cash award of Rs.4000/- and Rs.2000/- for International and National journals. The faculty member who presents a paper in Conferences will be paid full registration fees, T.A and academic leave. They are also encouraged to participate in FDP programmes organized by reputed institutions with full registration fees and academic leave.

Faculty for completing PhD's, M. Phil's, NET /SLET, Minor Research Projects are given incentives starting from 10,000 to 5,000 on College Foundation day/ Teachers Day. During the last 5 years there are 29 Ph. D's, 19 M. Phil's, 19 NET/ SLET and11 MRP's. The number of research publications in the five years is 338 in International Journals and 150 in National Journals. The management encourages such practices which create an academic ambience blended with research.

2. The Helping Hand of KBN– "Cheyuta": The objective of the practice is to inculcate the spirit of compassion and humanity among students and staff. Under **"Gupeddu Biyam"** a huge container is maintained in the college in which students and staff contribute a handful of rice or any quantity of rice they can afford to. The collected rice is donated to old age homes and orphanages in the surrounding areas. This practice enabled to develop social concern and helping nature.

The second program under **Cheyuta** is to collect money voluntarily from students, staff and management to meet the term fees of low income group merit students, hospital charges for needy students and class 4 employees of the college. Two Lakh rupees were donated to M. Sasikanth, III Degree student who met with an accident on 30th July 2015 and Rs.75, 000 to P. Adinarayana, Security guard who suffered from heart disease on 8th Oct. 2016. Thus the College is expressing its concern for the poor, aged and sick.

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms

Response:

The college endeavours in every way to create a congenial atmosphere for teaching, learning and research. IQAC monitors the quality of teaching learning process, structures and methodologies of operations and learning outcomes at the end of each semester. Constant improvements are made and several practices are followed by the faculty to make the Teaching Learning process effective. The college continuously improves its infrastructure and incorporates new technology, tools and aids, to improve the teaching and learning processes. The following are the two examples of institutionalized reviews and implementation of teaching learning reforms facilitated by the IQAC.

1.**Practice of Pedagogical methods for strengthening teacher- learning processes:** The faculty of the college follows several healthy practices to make the Teaching Learning process effective. The

traditional chalk and board method to a large extent is supplemented by the use of LCD and Smart boards. Projectors are installed in 70% of the classrooms and labs in the college. These are effectively used by the faculty to deliver lectures. Apart from regular lecture method, pedagogical methods like Assignments, Student Seminars, Interactive sessions, Poster Presentations, Quiz, Group Discussions, Audio-Visual Presentations and Role-plays are implemented and a record of these activities is maintained by all Departments. Students are taken to industrial visits, field trips, surveys and to local places related to their subjects to develop inquiry–based learning. They are encouraged to do live projects and conduct exhibitions besides their curriculum to improve their critical thinking abilities and experiential learning. Invited Guest Lectures are conducted by all departments to provide additional knowledge to the students. The English Department is also using the language lab and discussion room as Classroom Approach. Greater emphasis is given for inculcating research culture in students by encouraging them to participate and present papers in State and National Level seminars and workshops. The IQAC spells out its objectives and chalks out the plan of action to adopt all these pedagogical methods in the beginning of the academic year to ensure an environment of excellence in teaching and learning. A rigorous review of the functioning of the various departments of the college in the implementation of pedagogical methods is carried out by IQAC at the end of each semester. By practicing these pedagogical methods students improved their communication skills, are able to express their views without stage fear, develop team spirit, face challenges and are successful in getting jobs or employability.

2. **Feedback from students on Teacher Efficiency**: In order to ensure promising learning output, the IQAC regularly collects feedback on teachers' performance and methodology of teaching. After receiving the data, IQAC analyses it and submits the feedback reports to the Principal for further action. The principal discusses the report with the management and seeks their suggestions for addressing the issues. Appropriate action is taken amicably to settle the matter. If any teacher requires personal counselling, the management calls a meeting with the head of the institution and the individual teacher and discusses the matter.

File Description	Document
Any additional information	[View Document]
Link for Additional Information	[View Document]

6.5.3 Average number of quality initiatives by IQAC for promoting quality culture per year

Response: 10.4

6.5.3.1 Number of quality initiatives by IQAC for promoting quality year-wise for the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
13	12	10	11	06

File Description	Document
Number of quality initiatives by IQAC per year for promoting quality culture	[View Document](#)
Any additional information	[View Document](#)
IQAC link	[View Document](#)

6.5.4 Quality assurance initiatives of the institution include

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements**
2. **Academic Administrative Audit (AAA) and initiation of follow up action**
3. **Participation in NIRF**
4. **ISO Certification**
5. **NBA or any other quality audit**

Any 4 of the above

Any 3 of the above

Any 2 of the above

Any 1 of the above

Response: Any 4 of the above

File Description	Document
e-copies of the accreditations and certifications	[View Document](#)
Details of Quality assurance initiatives of the institution	[View Document](#)
Any additional information	[View Document](#)
Annual reports of Institution	[View Document](#)

6.5.5 Incremental improvements made during the preceding five years *(in case of first cycle)* **Post accreditation quality initiatives** *(second and subsequent cycles)*

Response:

The college in its pursuit for excellence has been constantly revitalising itself to sustain and develop exemplary standards in education, with a shared focus on cultivating human values and social commitment. In recognition of the five decades-long pioneering service in imparting quality education,

KBN College secured B++ in Cycle 1(2007) accreditation and 'A' grade in Cycle 2 (2013) from NAAC which has given great impetus for the development of the college. The college was conferred with Autonomous status from 2010, CPE status in 2016, and secured NIRF 92nd Rank in 2017. It also acquired the prestigious certificate of ISO 9001-2015.The following initiatives are taken after 2nd cycle of accreditation:

- Implemented new programs like B.Com Logistics, B.Sc. MCCS,(2013), PG diploma in e- banking (2012), Diploma course in Printing Technology (2015), Women Studies Centre (2016) B.sc. Data Science and IoT from 2018-19.
- Introduced Certificate courses like YOGA, COC courses like Communication Skills, Accounting Packages, Multimedia Skills, Hard ware & BPO and Vocational Education Courses like MS office and DTP.
- ICT thrust in Teaching and Learning has been strengthened by extending the facilities of LCD projectors, laptops/desktops, Computing Software, Internet connection, Wi-Fi in all academic and administrative areas.
- Library is completely atomised and digitised. Access to e- learning resources is ensured through INFLIBNET and DELNET with high speed internet connectivity. (50 Mbps).
- hibitions are conducted to promote scientific temperament and social consciousness among students.
- wo Research Centres in Commerce & Management are with 4 guides and 15 research scholars of which 7 are awarded with PhD's, 3 with M.Phil' s and the remaining are pursuing.
- Eight of the 11 minor research projects funded by UGC of are completed. Two faculties applied for Major Research Projects.
- The management has sanctioned an amount of about 3 lakhs for pursuing 15 MRP's.
- Five International seminars, 40 National Seminars, 8 FDP programs are conducted in the last five years.
- The infra-structure of the college is developed based on the needs. As suggested by the peer team internal ods in the mpus are popy lid.
- Choice based Credit System is adopted from
- Online internal examination is introduced as one of the mid exam in CIA from 2017-18.
- External paper setters from outside the State are nominated.
- The time for declaration of results is lessened.
- taff performance Appraisal is done online from 2016-17 onwards.
- Gender Sesiiton rosses are carried through Women's empowerment cell.
- Organising training programs & Guest lecturers to strengthen the employability & Sofsls the suens.
- Organizing campus drives by inviting 30- 40 reputed companies thus increasing the student placements year after year.
- Free coaching for competitivemintions such as UPSC, IBPS, RRB, APPSC etc. are conducted by Placement Cell with the help of APSSDC and Vision Foundation. Soft skill, analytical and aptitude training are given to students.
- nkages with institutions and industries.
- Utilization of Alumni resources for college development

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Number of gender equity promotion programs organized by the institution during the last five years

Response: 30

7.1.1.1 Number of gender equity promotion programs organized by the institution year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
09	08	06	04	03

File Description	Document
Report of the event	[View Document](#)
List of gender equity promotion programs organized by the institution	[View Document](#)
Any additional information	[View Document](#)

7.1.2 Institution shows gender sensitivity in providing facilities such as
a) Safety and Security
b) Counselling
c) Common Room

Response:

The college is always receptive to the idea of gender equity. It is taking every measure to promote the cause of women empowerment. The college admits significant numbers of girl students across all courses. The policy of government of AP to earmark one third of the seats in every course is scrupulously followed.

A) Safety and Security:

Various aspects of gender sensitivity are carefully observed and addressed in the institution with the help of Anti- ragging, Grievance Redressal and Sexual harassment cells. Gender equality is treated as utmost priority in the college. For the safety and security of the girls, sufficient measures are taken by the management.

Girls' hostel is provided with eminent facilities. To avoid overcrowding and other mishaps, separate amenities are provided at various locations in the college for girls. To avert inconvenience during rush hours a separate entrance is provided to the girls. Self-defense training like karate is provided. A trained lady has been appointed as instructor for providing training in Karate for the past 13 years. A well

maintained parking area for the two wheelers of girl students is one of the facilities provided by the college. An independent study room in the library enables girl students to utilize the facility to the maximum. A separate book issuing counter is also provided to the girl students in the college library. The college has provided an additional stair case facility for girls to maintain discipline and also to avoid unforeseen incidents. Non-Residence room is provided for girls during resting mode. Hygienic washrooms for girls are located at non-residence center and also on each floor of the college. Sanitary napkin dispensary and vending machines are provided in the girls washrooms for their convenience. Separate counters for girls and seating arrangements are provided in canteen. Girls are given coaching in games and sports by a qualified lady physical director.

Health check-up for girls is a regular practice in the college and health camps are organised for girl students and for women faculty members by eminent gynecologists. Homeo clinic set up in the college campus by a registered medical practitioner offers health check up and free medicines to students on every alternate day.

B) Counseling:

Regular counseling sessions are conducted by a qualified psychologist to counsel and bring awareness of adolescent problems, mental, health problems, examination phobia, stress and depression. Students also meet her personally to receive counselling. In addition to this, awareness programmes, interactive sessions and invited talks are arranged by eminent doctors and psychologists. The first year girl students are counselled on behaviour, mannerisms and personality development by the senior women faculty. The college has introduced a system of ward counselling for developing self-respect and confidence among girl students and improve their demeanour and academic performance.

C) Common Room:

A Non residence room of about 1800 sft is provided for the convenience of outstation girl students. It has the capacity to accommodate about 100 girl students. It has facilities like resting, washing, dining, dressing and recreation.

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

7.1.3 Percentage of annual power requirement of the Institution met by the renewable energy sources

Response: 78.7

7.1.3.1 Annual power requirement met by renewable energy sources (in KWH)

Response: 340000

7.1.3.2 Total annual power requirement (in KWH)

Response: 432000

File Description	Document
Details of power requirement of the Institution met by renewable energy sources	View Document
Any additional information	View Document

7.1.4 Percentage of annual lighting power requirements met through LED bulbs

Response: 72

7.1.4.1 Annual lighting power requirement met through LED bulbs (in KWH)

Response: 64567

7.1.4.2 Annual lighting power requirement (in KWH)

Response: 89674

File Description	Document
Details of lighting power requirements met through LED bulbs	View Document
Any additional information	View Document

7.1.5 Waste Management steps including:
• **Solid waste management**
• **Liquid waste management**
• **E-waste management**

Response:

Solid Waste Management:

- The solid waste generated in the campus from various potential sources, such as academic buildings, hostel, canteen, garden, etc. is managed and collected by sweepers who are appointed on different floors of buildings on the campus. The college follows the instructions of Vijayawada Municipal Corporation for waste management. Blue colour dustbins for dry garbage and Green colour dustbins for wet garbage are placed at different locations on the campus. To make garbage management eco-friendly, the food, organic wastes and dry leaves on the campus are collected and used for preparing vermi compost in the unit setup by the Zoology Department. Other littered objects are collected separately and safely disposed off. A paper shredding machine is available in the examination section to recycle the unused papers. Awareness programs are conducted on waste management. Clean and Green programmes are organised in the college campus every year. The

college has entered into an agreement with ITC in the year 2018 as a part of `Swachh Bharat' programme, to protect and restore the environment.

Liquid Waste management:

* Waste water produced by reverse osmosis plant is used in toilets, for cleaning utensils in cafeteria and for watering plants. Waste water with chemical residues is collected separately and treated through Recycling. Rain water as well as water runoff from the campus is directed into the rain harvest pits dug at 5-6 feet at the lowest elevation. To discharge the water wastes from chemistry laboratory separate soak pits are built.

E-Waste Management:

Electronic goods are put to optimum utilization. The minor repairs are fixed by the staff and laboratory assistants; whereas the major repairs are taken care of by professional technicians of the concerned suppliers and are reused. The dysfunctional computer spare parts, e-wastes and other non-functioning equipment are used in the practical sessions of the **Certificate Course in "Hardware and networking"** offered by the college and in the worst unusable conditions, they are sold as scrap to local vendors. Hard ware exhibition is organized with inoperative components of a computer on the occasion of INTEL foundation day.

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

7.1.6 Rain water harvesting structures and utilization in the campus

Response:

Rainwater harvesting is the easiest and quickest method to minimize water consumption. Rainwater harvesting systems are cost effective, provide high quality water, and reduce dependence on wells. Our college has two bore wells inside the campus to cater to the total water requirements of the college. Knowing the advantages of rain water harvesting our college is adopting two methods to collect rain water.

Roof Top Water harvesting:

Collection in cans:

Rain water from roof top of the campus is collected and stored in cans. Since rain water is pure and free from many chemical residues, it is used for conducting experiments in Science laboratories.

Collection into pits and bore wells:

One of the rooftop rainwater outlets from the main block is directed into rain water harvesting pit located near the Botanical garden. The other rain water outlet is connected to the bore well located in Ganapati Vanam opposite to the physics department. Layer of bricks filled inside the recharge well ensures proper filtration of harvested water. The run off from the front campus is directed into another pit located in front of the staff rooms which facilitates groundwater recharge.

The rain water thus stored supplements the growing needs of non-potable water in the campus. The stored water is used for watering the garden, flushing the toilets, cleaning the floors in the campus, washing dishes in the canteen and for laundry purpose. This has reduced the water bills of the college to some extent. It helped to augment ground water depletion and maintaining adequate water level in the bore well even in scorching summer.

The college is located in I Town area where water drains off from the hill top to down areas, filling up the drainage system which overflows during the rainy season. The supply of drinking water every year is becoming a problem for the Vijayawada Municipality to this area.. But the college with the help of water conservation methods by rain water harvesting is able to meet the needs even during hot summer. The institution is trying to bring awareness to the local people living in hilly areas to collect and store rain water so as to prevent the flooding of drainage systems and to conserve water.

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

7.1.7 Green Practices
- **Students, staff using**
a) **Bicycles**
b) **Public Transport**
c) **Pedestrian friendly roads**
- **Plastic-free campus**
- **Paperless office**
- **Green landscaping with trees and plants**

Response:

Students, staff using

A) Bicycles:

The staff and students are encouraged to use bicycles instead of other means of transportation to come to college. Every year, on ozone day, it is made mandatory in order to reduce the emission of greenhouse gases. For financial reasons, some of the students use bicycles as a means of transport to the college. A separate cycle stand is provided for them. Awareness is created on the use of bicycles for health benefits and environmental factors. Every year a cycle rally is conducted on Ozone Day to reduce Green House gas emissions and vehicle fuel usage.

B) Public Transport

As the college is located in the heart of the city and well connected by AP state Road Transport Corporation, there are a good number of buses with more frequency. Hence staff and students use this mode of transport. The staff and students are also encouraged to use carpooling or bike pooling to reduce carbon emission.

C) Pedestrian friendly roads

The college is also surrounded by well laid pedestrian friendly roads and majority of the students who live around the college use them.

- **Plastic free Campus:**

  ○ Plastic covers are prohibited on the campus.
  ○ Signboards are put up declaring it as a plastic free zone.
  ○ Awareness is created among students through talks and interactions.
  ○ Reused plastic bottles and cups in the canteen are prohibited.
  ○ Paper bags are provided in the college store.
  ○ The students are encouraged to use eco-friendly bags by distributing cloth bags on the occasion of "World Soil Day" and "Earth Day".
  ○ Students are motivated to bring reusable aluminum/copper water bottles to all orientation events in order to reduce plastic bottle and cup usage as well as dumping.

- **Paperless office:**

The Wi-Fi enabled on the campus helps every department in the college and college administration in utilising internet facility extensively and in maintaining paper free communication.

- **Green landscaping with trees plants:**

The NSS and NCC wings of the college are engaged in planting tree saplings regularly. They water in and around the campus during special events and occasions to make sure that the campus is greener and carbon neutralized. Buildings and sidewalks inside the campus are well hedged with trees and lawns. Herbal gardens "Dhanvantari vanam and Ganapathi vanam" with medicinal plants like amla, citrus lemon, mangifera indica, Azadirecta indica, Musaparidisica have been established by the Eco Club in association with Department of Botany to create awareness on conserving medicinal plants.

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

7.1.8 Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years

Response: 0.31

7.1.8.1 Total expenditure on green initiatives and waste management excluding salary component year-wise during the last five years(INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0.93	0.88	0.83	0.78	1.26

File Description	Document
Green audit report	View Document
Details of expenditure on green initiatives and waste management during the last five years	View Document

7.1.9 Differently abled (Divyangjan) Friendliness Resources available in the institution:

1. **Physical facilities**
2. **Provision for lift**
3. **Ramp / Rails**
4. **Braille Software/facilities**
5. **Rest Rooms**
6. **Scribes for examination**
7. **Special skill development for differently abled students**
8. **Any other similar facility (Specify)**

A. 7 and more of the above

B. At least 6 of the above

C. At least 4 of the above

D. At least 2 of the above

Response: B. At least 6 of the above

File Description	Document
Resources available in the institution for Divyangjan	
link to photos and videos of facilities for Divyangjan	

7.1.10 Number of Specific initiatives to address locational advantages and disadvantages during the last five years

Response: 15

7.1.10.1 Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
03	03	03	03	03

File Description	Document
Number of Specific initiatives to address locational advantages and disadvantages	

7.1.11 Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)

Response: 26

7.1.11.1 Number of initiatives taken to engage with and contribute to local community year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
2	6	3	8	7

File Description	Document
Report of the event	

7.1.12
Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal /Officials and support staff

Response: Yes

File Description	Document
Any additional information	[View Document](#)
URL to Handbook on code of conduct for students and teachers , manuals and brochures on human values and professional ethics	[View Document](#)

7.1.13 Display of core values in the institution and on its website

Response: Yes

File Description	Document
Any additional information	[View Document](#)
Provide URL of website that displays core values	[View Document](#)

7.1.14 The institution plans and organizes appropriate activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens and other constitutional obligations

Response: Yes

File Description	Document
Details of activities organized to increase consciousness about national identities and symbols	[View Document](#)
Any additional information	[View Document](#)

7.1.15 The institution offers a course on Human Values and professional ethics

Response: Yes

File Description	Document
Any additional information	[View Document](#)
Provide link to Courses on Human Values and professional ethics on Institutional website	[View Document](#)

7.1.16 The institution functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions

Response: Yes

File Description	Document
Any additional information	<u>View Document</u>
Provide URL of supporting documents to prove institution functions as per professional code	<u>View Document</u>

7.1.17 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years

Response: 37

7.1.17.1 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
06	06	08	09	08

File Description	Document
List of activities conducted for promotion of universal values	<u>View Document</u>
Any additional information	<u>View Document</u>

7.1.18 Institution organizes national festivals and birth / death anniversaries of the great Indian personalities

Response:

The institution observes all prominent national and state functions with favour. The institution follows pluralist approach towards all religion function and encourages the students and faculty to respect all faiths. Republic day, Independence Day, Teachers Day, Gurajada Birth Anniversary, Swamy Vivekananda birth Anniversary, John Gregor Mendel Birth Anniversary, NCC Day, Dadabhai Naoroji's Birth Anniversary, Dhayan Chand Birth Anniversary, Ambedkar Jayanthi and Ramanujan Birth Anniversary.

Republic Day:

On behalf of KBN College, every year Republic Day of our Nation was celebrated in a colourful and grand manner. On that day president of KBN College committee hoisted the National Flag and accepted the salute and guard of honour by the massive march past of KBN College NCC students.

Independence Day:

Independence Day on August 15th is celebrated every year across the nation. It is the day when we all get together to thank and remember our great freedom fighters who brought us a free country. On that day the principal hoisted the National Flag. Students of the college do take part in the celebration. NCC students of our college do march-past with the Indian flag paying tribute to the motherland 'INDIA'. After the hoisting of flag and the march-past students are gathered together for a small speech given by the head of the Institution. Following the speech, there are dance programs and other cultural events performed by students.

Teachers day:

The college celebrates Teachers' Day every year on September 5 to commemorate the birth of Dr. Sarvepalli Radhakrishan, the second President of the nation. Dr. Sarvepalli Radhakhrishnan was a philosopher and a great teacher whose contribution toward the Indian education system is undeniable. On that day the college management felicitated all the teaching faculty of KBN College.

Gurajada's Birth Anniversary:

The Department of Telugu Conducted a Guest lecture on Gurajaada Bhava Chaitanyam by

Dr. Ramasuri, Rtd, HOD of MR College, Vijayanagaram on 21-09-2013, on behalf of Gurujaaada 150th birth century celebrations.

Ramanujan Birth Anniversary:

 Department of Mathematics & Statistics Celebrated National Mathematics Day (Birth Anniversary of the Indian Mathematical Genius Sri Srinivasa Ramanujan) on 22nd December, 2017. On that day power point presentation competitions on Ramanujan Number Analysis was conducted to the students and prizes were distributed.

NCC Day:

National Cadet Corps cadets of KBN College 93 COY (17A) Bn is celebrated NCC Day on the fourth Sunday in the month of November every year. A ceremony was held at College Ground, on the occasion where NCC Cadets apart from a smart and well-coordinated march past, showcased various aspects their training. Associate NCC officer of KBN College stressed on the need to include NCC cadets in the service activities along with the education.

Dhayan Chand Birth Anniversary:

To commemorate the birth anniversary of field hockey legend Major Dhayan Chand. Indian government, in 2012, designated the 29th of August as "National Sports Day. On that occasion the students were told about the importance of 'Sports' and the relevance of National Sports Day.

7.1.19 The institution maintains complete transparency in its financial, academic, administrative and

auxiliary functions

Response:

- The institution operates with integrity with regard to financial, academic, personnel, and auxiliary activities. It establishes and follows policies and processes for fair and ethical behaviour on the part of its governing board, administration, faculty, and staff. Effective leadership by setting values and adopting participative decision making process is the key not only in achieving the vision, mission and goals of the institution but also in building the organizational culture. The formal and informal arrangement in the institution to coordinate the academic and administrative planning and implementation reflects the institution's efforts in achieving its vision. The institution has developed strategies for mobilising resources and ensures transparency in financial management of the institution. Budgeting and optimum utilisation of finances as well as mobilisation of resources are the key issues handled by the College management. There are established procedures and processes for planning and allocation of financial resources which leads to effective and efficient use of financial resources. Departmental budget requirements are collected from the respective Department HODs for the forthcoming year in a standard format and are consolidated. The various heads of the budget include the department capital requirements, staff cost based on the man power plan, student and faculty related expenses, event expenses, research and development, administrative expenses including lab consumables, repairs and maintains and other infrastructure related expenses, etc.
- The accounts of the college are audited by the external auditors in addition, state audit Department of Government of Andhra Pradesh conducts periodical audits. Since the college receives funds from UGC as an autonomous institution, all the guidelines of the UGC are scrupulously followed. The Academic and Administrative Audit (AAA) is conducted regularly by the Department of collegiate education, Government of Andhra Pradesh. The report of the same is hosted by the Government in its 'dash board'. In addition, college also has its own 'internal control mechanisms, to ensure smooth, effective and transport functioning.

7.2 Best Practices

7.2.1 Describe at least two institutional best practices (as per NAAC Format)

Response:

Best Practice-I

Title: Free Summer Coaching Camp for Women in Skill Development "Social Bonding through Community Service"

Objectives:

- To boost the confidence and self-esteem of women to become self-reliant.
- To make them learn leadership skills, business skills so as to implement them in the workplace, home or in their own business.

Context:

Empowering women economically is necessary for equitable and sustainable economic growth and development of the society. Keeping this in view KBN College is providing free summer coaching in skill development programmes every year during summer to low income group women and make them self-reliant.

Practice:

The practice of coaching was started in 2005 and every year nearly 700-800 women are trained in Computer Education, Tailoring, Beautician, Maggam Works, Two Wheeler driving, Karate, Yoga, Spoken English, Cell Phone repairing, Preparation of Soaps, Surf, Agarbatti, Vaseline, Pain Balm and Phenol etc. for 30-40 days. Classes are conducted in two sessions enabling each students to learn any two skills and get two certificates.

Evidence of Success:

Implementation of this best practice helped women to become financially independent. Women who acquired proficiency in these courses established and developed their own business.

Problems encountered and resources required:

Since this is a voluntary program, the women faculty in the college came forward to offer assistance. There were no problems of any kind. The existing Computer Labs and Class Rooms are utilized for these courses. Salaries for trainers and other resources are provided by the college management.

Best Practice-II

Title: Donate Blood and Save Human Life

Objectives:

- To save lives of people in critical condition
- To make the required blood group readily available
- To encourage voluntary blood donation

Context: The socially and economically backward communities residing around KBN College face difficulties while arranging blood at the time of emergency.

Practice: The Red Ribbon Club maintains a data of blood groups of all students in the college. On the basis of this data, under the supervision of KBN Help Line that works 24X7, the required blood group is supplied to the needy immediately by providing information to the student blood donor. The data regarding blood donation is maintained by the club. Every year the student blood donors are increasing as they adopted blood donation as a healthy practice.

Evidence of Success:

Patients suffering from chronic blood deficiency, accidents, those undergoing critical surgeries are

provided with blood through KBN Help Line. Every year people who approach in need of blood, are increasing as they are able to get rare group blood donors also. This practice has enabled the students to overcome the hesitation and wrong notion about blood donation.

Problems encountered and Resources required:

Sometime the college faced problems as it becomes difficult to provide blood of rare group due to the non-availability of students at the time of need. The problems were sorted out by organizing seminars frequently and invited talks to motivate the volunteers for the cause. Students with rare blood groups were identified and their record is made available through the data.

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

7.3 Institutional Distinctiveness

7.3.1 Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

Response:

Awareness Programme on AIDS:

- The main priority of our vision is to motivate the students towards service through active, dynamic, constant and consistent involvement in social issues.
- The college wishes to mould the students as responsible citizens to contribute substantially to the development of the nation and suit themselves to the constantly changing and growing needs of the society and nation at large.
- To realise our we strive to enrich, empower and inculcate our students by providing value based, quality education which incorporates ethical, moral and professional values.
- As highlighted in the vision of the college, motivating students to social service is a priority of the institution. The NSS units of the college give a great opportunity to realise this objective and the activities taken up by them help to carry forward our mission to reach this vision.
- Over the years the NSS Units of the college have been organising AIDS awareness programmes with an enthusiastic involvement of the students. These programmes enabled us to create awareness among our students and public about this major problem which poses a threat to themselves and to the society.
- AIDS awareness programs are conducted in the campus, adopted villages and slum areas by the NSS & NCC units throughout the academic year.
- Rallies are organised by the volunteers of NSS units to create awareness about AIDS in the public.
- Around 200 volunteers participate in Aids Awareness rallies and perform skits in nearby slum areas, adopted villages - Tadepalli, Gollagudem and Ambapuram and in the college campus on 1st December every year which helps to spread the message visually and effectively.

- The volunteers organized an exhibition in the campus on AIDS awareness with the materials supplied by the students of the Departments of Zoology and Botany. This event highlights the cause and prevention of the disease. It also strives to remove superstations and false notions about the disease and prejudices against the diseased. The volunteers carry posters and shout slogans in the Telugu language. The queries of the public regarding this disease are answered and doubts are cleared with patience and understanding.
- Seminars are organised in the college campus, adopted villages and slum areas by eminent doctors of specialisation in AIDS.
- In association with District AIDS Control Board AIDS patients are invited to our college and interactive sessions are conducted with the students. In the sessions the diseased share their experiences and problems faced by them in the society. This enables the students to understand the problem and helps them to initiate appropriate action to control the disease and protect the society.
- These programmes not only created awareness on this particular problem among the students but also enabled them to prepare themselves strongly and perfectly to go into the society and contribute their share of work and service in creating an AIDS free society which in turn has also given us a great opportunity and scope to realise our vision of moulding our students as socially responsible citizens.

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

5. CONCLUSION

Additional Information :

The College started functioning from 9th July 1965 with 278 students and 19 staff, and at present, with strength of 2698 students and 116 teachers, affiliated to Krishna University, Machilipatnam.The admissions to various courses are done strictly in adherence to the policies of the government. Due reservations to various categories of students such as SC, ST, OBC, Minorities and differently abled candidates are ensured.

The students in their three year of study can attain three certificates Diplomas in COC/ VEC courses that are offered free of cost by the management in addition to the normal degree. The English Department uses the language lab as Classroom approach. Exhibitions are conducted to promote scientific temperament and social consciousness among students. 81 students are registered in Swayam (MOOCS) Platform. Linkages with the industries/institutions facilitated in preparing curriculums, Internship/On-the-job training for students, faculty exchange, collaborations for extension activities and student placements. Regular visit to orphanages, old age homes and imparting elementary education to under privileged children in villages as part of the "Cheyuta" initiative, make students aware of their social responsibility and commitment. The institution received several illustrious awards for extension activities and contributions to the social community development.

Every year 25-30 companies visit the campus in addition to JOB – MELAS and good number of students is placed in reputed companies like WIPRO, Infosys, TCS, Accenture, Tech Mahindra, HGS, Genpact, HDFC Banks etc. The Student Council playing a vital role in organizing and executing the cultural and sports activities of the college.

Concluding Remarks :

Conclusion:

KBN College is one of the very few megalithic and top notch structures providing superlative education in the entire Krishna District. Autonomy has enabled the College to introduce new programmes and courses to meet the needs of the society. The feedback of all stakeholders provided an understanding of ground realities, based on which guidelines are framed for programme planning, curriculum design and syllabus revision. The range of courses, systematic approach to curriculum restructuring, is the evidence for the commitment of the college to the realisation of its mission and vision. The College encourages teacher excellence, and thus organises a number of training and capacity-building programmes. Research in the College has been given a strong thrust since the last reaccreditation cycle. Extension projects and outreach activities are always the strength of the College. The library forms an important support system for all academic programmes and research related activities of the College.

The institution makes use of the latest technology available in order to ensure the quality of its programmes and effective functioning of all its units. The IQAC of the College has extended its activities to cover all aspects of the functioning of the College. The Career Guidance Cell provides training for students to enhance their employability potential. Sports and games are an important aspect of the holistic education, the College offers. The College, in 53rd year, remains committed to its mission of empowering young minds to face life and multifarious challenges at both personal and professional levels.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification
1.1.3	Average percentage of courses having focus on Employability/ Entrepreneurship/ Skill development during the last five years 1.1.3.1. Number of courses having focus on employability/ entrepreneurship/ skill development year-wise during the last five years Answer before DVV Verification: 	2017-18	2016-17	2015-16	2014-15	2013-14
---	---	---	---	---
478	462	461	449	365 | Answer After DVV Verification : | 2017-18	2016-17	2015-16	2014-15	2013-14
---	---	---	---	---
478	462	461	449	365	
2.4.4	Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years 2.4.4.1. Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years Answer before DVV Verification: 	2017-18	2016-17	2015-16	2014-15	2013-14
---	---	---	---	---
08	05	06	05	03 | Answer After DVV Verification : | 2017-18	2016-17	2015-16	2014-15	2013-14
---	---	---	---	---
3	05	06	05	03	 Remark : HEI input edited as per clarification response
2.5.2	Average percentage of student complaints/grievances about evaluation against total number appeared in the examinations during the last five years 2.5.2.1. Number of complaints/grievances about evaluation year-wise during the last five years Answer before DVV Verification: 	2017-18	2016-17	2015-16	2014-15	2013-14
---	---	---	---	---
53	96	75	69	22 | Answer After DVV Verification : | 2017-18	2016-17	2015-16	2014-15	2013-14
---	---	---	---	---	

43	80	62	52	18

Remark : HEI Clarification response

2.5.3	Average percentage of applications for revaluation leading to change in marks during the last five years

2.5.3.1. Number of applications for revaluation leading to change in marks year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
43	16	52	35	16

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
176	113	351	299	88

Remark : HEI input edited as per clarification response.

3.5.2	Revenue generated from consultancy during the last five years

3.5.2.1. Total amount generated from consultancy year-wise during the last five years (INR in Lakhs)

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
6.63	15.64	16.44	0.12	0.13

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
6.62	15.62	16.41	0.11	0.12

3.7.2	Number of linkages with institutions/industries for internship, on-the-job training, project work, sharing of research facilities etc. during the last five years

3.7.2.1. Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
65	57	86	92	144

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
15	2	2	2	2

Remark : As Per uploaded documents.

| 3.7.3 | Number of functional MoUs with institutions of National/ International importance, Other Institutions, Industries, Corporate houses etc., during the last five years (only functional MoUs with ongoing activities to be considered)

3.7.3.1. Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years (only functional MoUs with ongoing activities to be considered)

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
04	07	18	02	02

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
4	7	6	2	2

Remark : Clarification response. |

| 6.5.3 | Average number of quality initiatives by IQAC for promoting quality culture per year

6.5.3.1. Number of quality initiatives by IQAC for promoting quality year-wise for the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
38	40	36	24	22

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
13	12	10	11	06

|

| 7.1.11 | Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)

7.1.11.1. Number of initiatives taken to engage with and contribute to local community year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14

|

08	10	08	15	15

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
2	6	3	8	7

2.Extended Profile Deviations

ID	Extended Questions
1.4	Number of revaluation applications year-wise during the last 5 years Answer before DVV Verification: 	2017-18	2016-17	2015-16	2014-15	2013-14
---------	---------	---------	---------	---------
53	96	75	69	22 | Answer After DVV Verification: | 2017-18	2016-17	2015-16	2014-15	2013-14
---------	---------	---------	---------	---------
265	332	502	502	141	