SELF STUDY REPORT

FOR

1ˢᵗ CYCLE OF ACCREDITATION

KUPPAM DEGREE COLLEGE

PEDDA BANGARUNATHAM.
517245
www.kdc.ac.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

January 2023

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Kuppam Degree College is located in the Pedda Bangarunatham village of Kuppam Mandal, Chittoor District of Rayalaseema region of Andhra Pradesh state. Kuppam is known for its cultural diversity, ethnicity, and multi-lingual geography as it is on the borders of the three states, Andhra Pradesh, Tamil Nadu and Karnataka. Kuppam is known as the Granite City of Andhra Pradesh. It is known for its granite quarries and factories. A granite variety, Kuppam Green, is named after the town. Kuppam gave birth to the Indian film director, producer and actor, B.R. Panthulu, the noted Indian Bharatnatyam dancer, choreographer and guru, Adyar K. Lakshman, industrialists, writers, politicians, philanthropists, lawyers, doctors, scientists – all contributed a lot in shaping Kuppam to put in higher echelons of success.

Imbibed by these qualities, Kuppam Degree College, affiliated to Sri Venkateswara University, Tirupati (the abode of Lord Sri Venkatewara) was established in the academic year 2010-2011. In the first year, the total student intake was 90 and the programs offered were B.Sc.(MPCs), B.B.M and B.Com.

Over the years, the Institute created records in university results and campus placements better than the engineering stream. Many of the major multinational companies rated the institution as the available source of the best cream of human resources. The Institute has very good infrastructure facilities for curricular, Co-curricular and Extra-curricular activities. At present the total strength of the institution is Nine Hundred and Thirty in 1st, 2nd and 3rd year degree courses. More than 60% of the students got placed in various MNCs in the last five academic years, a record in the region.

The educational journey of the institution is unique and peculiar in many ways. Right from the beginning the academic pursuits of the students were shaped, molded and designed to achieve holistic development. In the process, the students have been imparted quality education with values, ethical code of conduct, and respect for other gender, social service, and involvement in community-related aspects with social responsibilities. All these elements are the determinant force in all our initiatives towards attaining the following seven criteria for our first cycle of NAAC accreditation.

Vision

Empower the students through quality education by providing a conducive learning environment and make a transformational impact on students' lives and society.

Mission

M1: Imbibe required skills, knowledge, and attitude to the students to enable them to
succeed in life
M2: Provide quality and affordable education to all segments of the society
M3: Create a conducive learning environment, which is enjoyable and rewarding
M4: Contribute to solve local and global societal problems by inculcating moral, spiritual, and social values
among students

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- Strategically located in the rural area.
- Committed and visionary management.
- Dedicated, knowledgeable, dynamic and young faculty.
- Adequate and well developed infrastructure to support and enhance the academic growth.
- Student centric teaching.
- Incremental growth in the campus placements.
- Focused and skill-based teaching leading to very good pass percentage.
- Transport facility is available for a radius of 35 kilometers.
- Remarkable growth of rural students is an asset of the institution.
- Student support system and mentoring process.
- Involvement of students in social service activities through its NSS wing.
- Participation of students at state and national level events.
- Energy saving initiatives by installing solar power plant in the premises.
- Offering fee concessions and scholarships for the poor and marginalized students.
- Uplift various strata of the society through numerous philanthropic activities.
- Imparting continuous trainings to students to enhance technical skills and personality development.
- Presence of Alumni across the globe with remarkable career achievements.
- Encouragement to students to do equally well in co-curricular and extra-curricular activities.
- Proactive and Visionary management
- Sprawling and enthralling landscape.
- Conducting remedial classes for slow learners and additional support for advanced learners.
- Vision, Mission, Programme Educational Objective are well defined and followed
- Availability of Strategic Planning
- Well stacked library of text books, journals and digital resources
- Robust network infrastructure in place
- Use of ICT tools by all faculty members
- Well-equipped and neatly maintained Laboratories
- Alumni engagement for the institute's growth & development
- Indoor and outdoor sports facilities
- Training students on life skills from beginning of the program
- Empowerment of faculty and decentralization of administration
- Welfare schemes for faculty and students

Institutional Weakness

- Low research output due to absence of faculty with Ph.D qualification.
- Limited Research and Development, and consultancy works.
- Lack of diversity of students
- Delay in release of scholarship amount, thereby affecting various institutional activities planned as per strategic plan.
- Being affiliated to a state university, the Institution has limited scope for adopting an interdisciplinary innovative curriculum.

Institutional Opportunity

- Conduct a greater number of Faculty Development Programs.
- Offer add-on courses on emerging areas of technology to make the students industry ready.
- Facilitate the students to avail the MOOCS in emerging technologies.
- Increase the presence of students from other states.
- Establish academic links with renowned national and international institutions for student exchange and interactions to enhance the level of their knowledge in the respective areas
- Enhance faculty exposure to industry by sending them to industries and use the experience to improve the curriculum from time to time
- The Industrial visits for students to increase industry interactions and employability
- Students exposure to real world problems and solutions
- Scope to harness potential of strong Alumni base for betterment of the Institution
- Transform pedagogical practices and adopt latest technological relevant courses in curriculum
- Possibility of networking among academia, R&D institutions and local industry to form R&D clusters.
- Increased access to get funds from various government and non-government agencies for Research and Development Activities.

Institutional Challenge

- Enable students with Telugu medium background to cope with the curriculum in English medium.
- Retention of the faculty
- Inclination of students to pursue Engineering than joining Science / Arts courses.
- Creeping commercialization posing challenges to quality education in higher education.
- Elevating the institution to the Autonomous status.
- Continuous change in technology that challenges the employability of the students and poses challenge in setting the right curriculum

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Kuppam Degree College, which is affiliated to Sri Venkateswara University, follows the curriculum designed by the university. The curriculum is revised by the affiliating university keeping in mind the changing social and global needs of employment to the students. The Institution plans various curricular, co-curricular and extra-curricular activities based on the academic calendar issued by the affiliating university.

The institution strictly adheres to the academic calendar issued by the affiliating university from time to time. The Institution is currently offering five UG programs and Choice Based Credit System (CBCS)/elective course system has been implemented in all the programs. The institute strives to educate students on emerging technologies through add-on or value-added courses. Furthermore, the college offered about 10 value added courses per year and more than 90% of the students took part in these courses during last five years.

The curriculum of the university not only focusses on the technical and core areas of the programs, but also addresses and integrates into curriculum crosscutting issues relevant to Professional Ethics, Gender, Human

Values, Environment and Sustainability. The curriculum has about 40% of the courses belonging to project work or fieldwork or internship and all enrolled students successfully completed these courses. Majority of the students were benefited from experiential learning through field trips, project works and internships in the last five years.

The Institution believes in equal participation of all stakeholders for the overall development of the students and the institution. The institution collects feedback on academic performance and ambiance from students, teachers, Alumni and employers. Corrective actions are taken to make the curriculum and facilities relevant and useful to the current needs of the industry.

Teaching-learning and Evaluation

The institution follows the process of admitting students to the programs through a transparent and well-administered mechanism. Seats are filled against the reserved categories as per the reservation policy of the Government. The teacher assesses the academic proficiency of the students based on their performance in classroom discussions, tests and assignments. Equal attention is paid to slow and advanced learners. Remedial courses are conducted for students to strengthen their basics in various subjects. Advanced learners are motivated to explore their knowledge and share with the slow learners.

The institute has been recruiting faculty through a transparent mechanism and provides equal opportunity to all the faculty. The institute has been maintaining more than the required number of faculty for imparting quality education. The teaching-learning methods include both ICT and traditional classroom practices that make learning more effective. Teachers are encouraged to adopt innovative methods in teaching. The institute has a mentoring system in place where each mentor is assigned about 25 mentees to look after their performance and guide them for a better career.

The college maintains a robust internal assessment mechanism to monitor the process and progress of the assessment. After a thorough assessment, the internal assessment marks that were allotted to the students are sent to the university to publish the final results. Assessment-related grievances are addressed by the concerned faculty. Moreover, the escalation mechanism is also available to the students if the grievances are not resolved.

Program outcomes and course outcomes are outlined by the university and they are designed to equip students to gain the required knowledge and skills. Student performance is seen as the realization of learning outcomes on the successful completion of a course or program. As a result, many students got placed during the campus drives.

The institution takes utmost care to make sure that all students pass the semester-end examinations with high scores. The institute has had an average pass percentage of about 90% during the last five years. Furthermore, feedback is taken from the students on the teaching-learning process and actions are taken based on the analysis of the feedback received.

Research, Innovations and Extension

The institution takes an initiative to support research interests and innovation skills amongst the faculty members and students. The college encourages its teachers to submit research papers to publish in journals. Many teachers in the college have published their research findings in peer-reviewed journals with good impact

factors. Furthermore, many faculty members have published books/book chapters.

The institution has been actively taking part in extension activities to help the needy and underprivileged in society through its services. Apart from the academic aspect, opportunities are created to support the holistic development of the students through several community outreach programs organized by the NSS Unit of the institution. More than 80% of the students took part in extension activities during the last five years.

The college has a NSS Unit through which college renders its social and community services. The NSS unit organizes a wide range of activities that contribute to environmental protection, AIDS awareness rally, Blood Donation Camps, Sapling Plantation, Water Conservation, Health and Hygiene. The Institute conducted more than 60 extension and outreach activities during last five years. Special focus is given to outreach programs that contribute to environmental sustainability, awareness of gender (in)equalities, and promotion of the well-being of students and staff. As a result of these activities, the received more than 15 recognitions and awards during last five years.

The institution through collaboration maintains closer contact with the local community and industry. It helps to keep the academic activities more realistic and also expands the scope of learning experience to the students.

Every effort is made to establish enriching meaningful collaboration with academic and non-academic institutions. In the last five years the college signed about 20 MoUs with reputed companies to train and enhance the skills of the students through internships, projects, and industrial visits. These collaborations provide opportunities for internship and career growth and overall development of the students.

Infrastructure and Learning Resources

Kuppam Degree College has a well-established infrastructure for curricular, co-curricular and extra-curricular activities. Moreover, the college has been consistently upgrading its physical, academic and technological infrastructure to keep abreast of changing times and evolving needs of the students. The administrative facilities include Principal Office, Management Room, Staff Rooms, Laboratories, Training and Placement Room, Seminar Halls, Administrative Room, and Common Room for girls among others.

The college has sports facilities that include volleyball, tennis, basketball court and cricket practicing net for outdoor games chess and carom boards for indoor games. In addition, the institute has facilities to conduct cultural events. The college promotes socialization by organizing cultural activities in the open stage. The sound system and musical instruments are also available for conducting cultural activities. Facilities like Gym and First Aid are provided for fitness of the student.

The institution adopts policies and strategies for adequate technology for deployment and maintenance. The college campus is Wi-Fi enabled and has 100% ICT enabled classrooms and seminal halls. The institute has fiber internet connection of speed 100 Mbps (FTTH) to cater to various academic needs. Adequate computers are also available in the institution so that each student can make use of them. In addition, some of the students are provided with laptops for doing their project works and reports.

Uninterrupted power supply is ensured in the campus through UPS and invertors along with alternative power supply resources using generators and solar power. Purified drinking water is supplied to the students to ensure the health of the students. The institute offers transport facility even to remote areas where public transport is unavailable.

The library has a diverse collection of books, print journals, news papers and magazines, access to e-journals and e-books through DELNET. Maintenance of computers, library, laboratories, classrooms and sports is done periodically. The institute also arranges for preventive maintenance of various facilities so as to reduce the breakdown. Maintenance of various facilities is done through Annual Maintenance Contracts. The institute has developed adequate infrastructure and adequate resources in the campus to achieve its objective of quality education.

Student Support and Progression

The institution admits the students as per the norms and regulations set by the government and affiliating university from time to time. More than 90% of the students receive scholarship from the government of Andhra Pradesh. Additionally, the institute offers scholarship to the enrolled students. The institution provides maximum support to students in their education and progression through fee concessions to help the meritorious students in completing their education.

The institution encourages the students by conducting programs that enhance soft skills, life skills and ICT computing skills and prepares them in perceiving their professional goals. Various career advancement activities including training and placement, career counseling, entrepreneurship development programs for guiding students towards better career are also conducted.

The institution also has a various committees and cells to address student grievances with time bound schedule. Students' grievances and concerns are also addressed through Anti ragging Committee, Discipline Committee, Grievance Redressal Committee, Student Advisory Committee and Counseling Cell. For the support and care of girl students and women faculty the college has provided a well-developed Women Empowerment Cell. Moreover, girls' rest rooms are recreation rooms provided.

Quality education provided and skills enhancement activities conducted by the institution are evident in the placement offers to the students. More than 60% of students get placements every year in Multi-National Companies and also pursue higher education.

Several co-curricular, extra-curricular and sports activities are conducted to facilitate holistic development of the student and emerge as a socially natural individual. The students are provided with quite encouraging atmosphere in the college. Students won more than 20 awards at university/state/national levels events. The college provides a plethora of opportunities in the arena of sports and cultural activities. The institute conducts more than 10 sports and cultural events per year.

The college has an active registered alumni association that has been involved in guiding the students on the contemporary developments in software as well as in other related industry. The Alumni of the institute are spread across the globe with significant progress in their careers.

Governance, Leadership and Management

The institute is committed to provide quality education in a conducive learning environment and make a transformational impact on students. The leadership of the institute provides clear vision and mission to the institution. The institute has a Board of Governors (BOG) to plan and monitor various activities of the institution. The institution functions with the objective of academic development. The institute has a

prospective plan and strategic plans to achieve its vision. Strategic plans are monitored periodically so as to achieve the set goals.

Governance and leadership at KDC entail participative management by the governing body, the principal, teaching and non-teaching staff and the students. These stakeholders collaborate in carrying out their professional responsibilities and in accomplishing the vision and mission of the college. Various committees are framed for the purpose of smooth and effective functioning of the institution.

The institute has implemented e-governance in various areas for effective functioning. Various welfare measures have also been in place for both teaching and non-teaching staff. The Institute extended financial support to more than 60% of the faculty every year to attend conferences and workshops. On an average, all faculty and non-teaching staff undergo FDPs/administrative training programs every year. The institute has an effective appraisal system in place to shape the career of the faculty.

The institution has system for internal and external auditing procedures. The institute mobilizes its resources effectively for the effective development of the institution.

IQAC has been instrumental in improving teaching-learning activities at the institution level. Moreover, IQAC has brought in various quality initiatives. IQAC implemented Feedback from students on infrastructure and established women empowerment cell to enhance quality aspects at the institute level. In order to improve teaching-learning, the IQAC implemented mentor system and ICT enabled facilities. In addition, IQAC has been taking up various quality initiatives such as ISO certification, IQAC meetings and workshops on quality initiatives from time to time.

Institutional Values and Best Practices

Kuppam Degree College maintains a well-balanced gender equity not only in terms of number of job opportunities given to women but also their representation in the Institution. Various strategic steps are taken from time to time to bring sensitivity on the gender-related issues and provide equal opportunity for all genders. Women empowerment Cell was established to maintain the safety and security of the women faculty and girl students. The Institute has taken various steps to minimize, recycle and reuse different types of waste generated by the Institute.

Natural water resources are effectively utilized by keeping in place water harvesting pits at various important locations on campus. The Institute has implemented various green practices and promoted and improved the eco-friendly environment on the campus. Various audits such as energy and green are conducted for the Institution. The Institute provides access to various facilities for *divyangans* through its infrastructural facilities.

The Institute regularly celebrates birth/death anniversaries of great Indian personalities and national festivals every year. Philanthropic activities of the institution to address local societal problems and skill-based training and campus placements have been two best practices implemented by the Institution. Various philanthropic activities such as blood donation, helping the needy and free mineral water to the poor have been some of the activities regularly undertaken by the institution as a part of its social responsibility and for the development of the students with an awareness of social issues. The Institute also provides skill-based training to the students from the first semester onwards. This helped the students to secure a better placement before completion of graduation.

Kuppam Degree College strives for the holistic development of the students from the first semester of the program. Students are given training on various life skills and are also involved in various outreach and extension activities so that the students develop responsibility towards society and achieve the pinnacle in their careers. As a result of these skill enhancement programs, the institute has developed many entrepreneurs, administrators and professionals across the globe.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	KUPPAM DEGREE COLLEGE
Address	Pedda Bangarunatham.
City	Kuppam
State	Andhra Pradesh
Pin	517245
Website	www.kdc.ac.in

Contacts for Communication					
Designation	**Name**	**Telephone with STD Code**	**Mobile**	**Fax**	**Email**
Principal	D SUDHARANI	08570-255872	9618422470	-	mail@kdc.ac.in
Associate Professor	S SUMAIYA	08570-255599	9618345574	-	sumisummu@gmail.com

Status of the Institution	
Institution Status	Private and Self Financing

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minroity institution	No

Establishment Details

State	University name	Document
Andhra Pradesh	Sri Venkateswara University	<u>View Document</u>

Details of UGC recognition

Under Section	Date	View Document
2f of UGC		
12B of UGC		

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
No contents				

Recognitions

Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	Yes
If yes, name of the agency	APSCHE
Date of recognition	18-01-2021

Location and Area of Campus

Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Pedda Bangarunatham.	Rural	3.21	41680

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	BCom,Commerce	36	Intermediate	English	180	138
UG	BBA,Management	36	Intermediate	English	60	36
UG	BSc,Life Sciences	36	Intermediate	English	50	19
UG	BSc,Computer Science	36	Intermediate	English	100	22
UG	BSc,Mathematical Science	36	Intermediate	English	50	14
PG	MCom,Commerce	24	Intermediate	English	40	0

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				0				0
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit				0				0				0
Sanctioned by the Management/Society or Other Authorized Bodies				1				33				0
Recruited	0	1	0	1	29	4	0	33	0	0	0	0
Yet to Recruit				0				0				0

Non-Teaching 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				10
Recruited	6	4	0	10
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				3
Recruited	1	2	0	3
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/ LLD/DM/M CH	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	1	0	0	0	0	0	1
PG	0	1	0	28	4	0	0	0	0	33
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers									
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	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
UG	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/ LLD/DM/M CH	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
UG	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**
UG	Male	112	3	0	0	115
	Female	112	2	0	0	114
	Others	0	0	0	0	0
PG	Male	0	0	0	0	0
	Female	0	0	0	0	0
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years

Category		Year 1	Year 2	Year 3	Year 4
SC	Male	34	41	24	13
	Female	20	9	11	6
	Others	0	0	0	0
ST	Male	4	6	20	3
	Female	1	2	9	2
	Others	0	0	0	0
OBC	Male	49	77	59	113
	Female	80	36	45	76
	Others	0	0	0	0
General	Male	107	168	90	40
	Female	32	37	31	26
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		327	376	289	279

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	The institution is affiliated to Sri Venkateswara University. Though the institution does not have complete flexibility in offering multidisciplinary/interdisciplinary courses, it has been encouraging the students to take up multidisciplinary/interdisciplinary courses. The institution is also offering various multidisciplinary/interdisciplinary courses in the form of value-added or add-on courses.
2. Academic bank of credits (ABC):	The institution is in the process of getting registered under ABC after getting approval from the affiliating university. The faculty are involved in the Board of Studies of the affiliating university. In addition,

	faculty have been setting syllabi for value-added courses or add-on courses offered by other institutions.
3. Skill development:	The institution collaboration with Andhra Pradesh State Skill Development Corporation to provide skillbased training to the students. In addition, the institution has also entered into various organizations and institutions for imparting skill-based training through collaborations and MOUs.
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	The institution has books related to the Indian knowledge system and has been striving hard to promote Indian ancient traditional knowledge and Indian tradition and culture.
5. Focus on Outcome based education (OBE):	The institution has been practicing Outcome Based Education (OBE) to impart quality education. Attainment of COs and POs/PSOs has been carried out periodically to identify and bridge the gaps.
6. Distance education/online education:	Although the institution is not currently offering programs through distance education/online education mode, the faculty take a few classes to reinforce the key concepts.

Extended Profile

1 Students

1.1

Number of students year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
1034	986	864	781	748

File Description	Document
Institutional data in the prescribed format	View Document

2 Teachers

2.1

Number of teaching staff / full time teachers during the last five years (Without repeat count):

Response: 54

File Description	Document
Institutional data in the prescribed format	View Document

2.2

Number of teaching staff / full time teachers year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
36	35	33	30	29

3 Institution

3.1

Expenditure excluding salary component year wise during the last five years (INR in lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
46.10	23.71	33.55	32.90	21.98

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1

The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment

Response:

As part of the Institution's meticulous procedure to ensure effective curriculum planning and delivery, the Institution has developed a master Academic Calendar and a standard internal assessment process to meet the industry standards for the students.

CURRICULUM PLANNING

Kuppam Degree College, which is affiliated to Sri Venkateswara University, Tirupati regularly conducts a meeting to discuss the updated curriculum shared by the university and ascertains the gaps in the structure and suggests reforms to address those gaps which are further communicated to the affiliating university.
Based on the review and guidelines of the university:

- The Institute prepares a distinctive semester-wise calendar in conducive of the respective semesters.
- Every individual faculty designs a conventional course plan monitored by the HoD in accordance with the internal examination dates.
- Minimum theoretical and practical hours are included in the plan along with the necessary curricular activities.
- The course coverage is systematically and periodically assessed at regular intervals to maintain the parameters and fulfill the contradictions.

KEY LEARNING PROCESS

The Institute looks into every minute detail and establishes a flawless effort in developing a detailed learning process for the students so as to ensure that they gain maximum knowledge from the teaching procedures.

- The faculty members make the course file ready before the commencement of the classes.
- Study materials are prepared for every program and are kept available to the students on the Institute's website and the library.
- Key infrastructural facilities are inspected in regular phases.
- Institute procures the teaching feedback regularly from students to review and attend to the discrepancies in the procedures to adopt more effective methods.
- Extra classes are arranged, if necessary, to conclude the syllabus within the specified duration so that the students prepare well in advance for the examinations.

- In the due course of time, various curricular activates, workshops and seminars are conducted for the students to help them augment their knowledge and yield better results.
- Extra-curricular activities like sports and cultural events are conducted within the schedule for the students.
- The entire academic calendar is monitored from time to time by the respective HOD
- Regular review meets are conducted by the Principal to keep a check on the courses and activities as mentioned in the academic calendar and take accurate measures for effective procedures of learning.
- Internal exams are conducted within the specified timeline as guided by the university.
- Annual functions, events are conducted on the lines of academic calendar time frame where students actively take part in it.
- The institute complies with the university with respect to the changes and updating process in the curriculum/academic calendar as and when deemed by the university. Any modifications in the calendar are revised accordingly in the schedule and is monitored regularly.

File Description	Document
Upload Additional information	[View Document](#)

1.2 Academic Flexibility

1.2.1

Number of Add on /Certificate/Value added programs offered during the last five years

Response:

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

1.2.2

Percentage of students enrolled in Certificate/ Add-on/Value added programs as against the total number of students during the last five years

Response:

1.2.2.1 **Number of students enrolled in subject related Certificate/ Add-on/Value added programs year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
1034	860	864	781	573

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

1.3 Curriculum Enrichment

1.3.1

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

Response:

The Institute practises the affiliated university's curriculum which is enriched with essential topics that are associated to professional ethics, Gender, Environment and Sustainability and Human Values.

Every academic year, a course on **gender familiarization** is included as one of the co-curricular activities to educate the students. Aspects like Seminars and other co-curricular activities are covered in this course so that it helps in exposure to the real situations and gives an opportunity to the students to learn, deal and adapt from them.

The following are generalized through the course:

- To increase public understanding of equality through the legal system and democratic processes.
- Offers an integrated and disciplinary approach on gender-building socially and culturally.
- To instil gender sensitive values in the boys and girls
- To inform the pupils on the status of women and how it affects national development.

Apart from imparting knowledge on the above mentioned issues, the institution is also associated with the Women Empowerment Committee to address several issues regarding women and also how to overcome them through various programmes. The Women Empowerment Committee has a special emphasis on raising awareness of and resolving any gender-sensitive concerns. Periodic discussions on topics like empowerment, respect, and gender equality are held along with participation in several events that are held on International Women's day.

Environmental Studies course teaches the students the core values of ecological harmony for overall growth as well as the use of critical thinking to generate sustainable solutions. Students' understanding of the value of the environment and its sustainability is strengthened through the "Environmental Studies and Environmental Audit" courses. The institution holds debates and group discussions on environmental and sustainability-related topics to help students in understanding the significance of these issues. On the eventful days like Earth Day, World Water Day, and Environmental Day, Kuppam Degree College hosts seminars, field trips, and guest lecturers to make the students aware of the environmental issues.

The institution also offers a course on "**Human Values and Professional Ethics**" to help the students understand the moral principles, character development, teamwork, long-term relationships among individuals, and empathy in technological endeavours. The faculty provides guidance to the students in the planning of awareness campaigns, blood donation drives, and health awareness programmes including Swatch Bharat-related initiatives.

File Description	Document
Upload Additional information	[View Document](#)

1.3.2

Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)

Response:

1.3.2.1 **Number of students undertaking project work/field work / internships**

Response: 568

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

1.4 Feedback System

1.4.1

Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website (Yes or No)

Response:

File Description	Document
Upload supporting document	[View Document](#)

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1

Enrolment percentage

Response:

2.1.1.1 **Number of students admitted year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
327	375	317	279	257

2.1.1.2 **Number of sanctioned seats year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
480	390	390	390	390

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

2.1.2

Percentage of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (Exclusive of supernumerary seats)

Response:

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

2021-22	2020-21	2019-20	2018-19	2017-18
168	151	145	128	123

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

2021-22	2020-21	2019-20	2018-19	2017-18
231	185	185	185	185

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

2.2 Student Teacher Ratio

2.2.1

Student – Full time Teacher Ratio
(Data for the latest completed academic year)

Response:

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 using ICT tools

Response:

Apart from strengthening their confidence and promoting independence, Kuppam Degree College uses student-centric ways to change students from being passive beneficiaries to active recipients.

Experiential Learning

Teachers foster creative thinking and maximize class interaction. The Departments use a variety of techniques to promote experiential and active learning, including audio-visual approach, industrial visits, field work, projects, and internships.

Participative Learning

In order for students to think and understand the issues, discussions and debates about current events are encouraged at the classroom level, and different competitions like quiz, PPT, seminars etc., are held on various occasions. Student development programs are being conducted to enhance the learning capability of students.

Courses in Skill Development and Life Skills are available to help students get ready for the real world. Non-credit courses such as sports, NSS Cell, and Red Ribbon Club have been established for the students to participate in, integrate into, and learn from.

Problem solving methodology

Laboratory level practical experiments conducted in each department under the guidance of the faculty make the students develop critical thinking and practical knowledge to develop problem solving ability. Home assignments are given to enhance problem solving skills of the students. Projects within the curriculum improve learning by using a problem-solving approach.

ICT-Based Tools

In order to prepare its students for the modern digital environment, Kuppam Degree College, which is located in a rural area, has taken a number of steps to increase their level of digital competency and awareness. The college set up an ICT-based teaching-learning system with this goal in mind. 100% ICT-enabled lecture halls, labs, and classrooms enable the college to successfully carry out its objective. These smart classrooms serve as an idea incubator. It alters the mindsets of both students and teachers, encourage innovation, catalyze students' creative and analytical thinking, spark their curiosity, boost their learning, and provide them the chance to teach and acquire design, programming, and production skills.

The faculty members use IT-enabled learning materials including PPT, video clips, audio systems, and online tools in addition to the chalk-and-talk method of instruction to expose learners to advanced information and practical learning.

To encourage autonomous learning, specialized computer labs with 120 PCs, laptops, and tablets with an internet service and 40 mbps Wi-Fi have already been made accessible.

The majority of the faculty engage students in their learning through interactive methods such power point presentations, seminars, debates, group discussions, assignments, quizzes, tests, and viva. Students can effectively present their seminars and power point presentations in the digital seminar rooms. Students can take part in online classes, meetings, webinars, workshops, and other activities using video conferencing tools like Microsoft Teams, Zoom, and Google Meet.

File Description	Document
Upload Additional information	[View Document](#)

2.4 Teacher Profile and Quality

2.4.1

Percentage of full-time teachers against sanctioned posts during the last five years

Response:

2.4.1.1 **Number of Sanctioned posts / required positions for teaching staff/ full time teachers year wise during the last five years:**

2021-22	2020-21	2019-20	2018-19	2017-18
36	35	33	30	29

File Description	Document
Upload supporting document	[View Document]

2.4.2

Percentage of full time teachers with NET/SET/SLET/ Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)

Response:

2.4.2.1 **Number of full time teachers with NET/SET/SLET/Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
01	01	01	01	01

File Description	Document
Upload supporting document	[View Document]
Institutional data in the prescribed format	[View Document]

2.5 Evaluation Process and Reforms

2.5.1

Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient

Response:

The institute's internal review process is open and thorough in the sense of frequency and diversity. The institute's internal evaluation complies with the rules that are occasionally set forth by the affiliated institution.

- The Institution prepares the academic schedule after receiving it from the affiliated institution well before the beginning of the semester.
- To guarantee that the evaluation process is carried out effectively, the principle and HoDs meet with faculty members. Throughout the course, students are periodically assessed through a range of college and university-level assessment methods.
- The ongoing evaluation process consists of midterm exams, assignments, field trips, field work, and seminar presentations. Midterm exam and assignment schedules are published in the academic calendar, which is accessible well in advance of the beginning of the semester.
- The HoDs examine the question papers that faculty has developed for internal examinations. The internal assessment's answer sheets are reviewed and shared with the students to verify for any anomalies.
- Any concerns from students regarding the internal assessments are brought to the HOD's attention. The complaints are examined and addressed by the same.
- To ensure transparency, the grades of students obtain are displayed on the notice boards of the departments and the students who underperformed receive individual counselling.

A comprehensive process has been established by the affiliating university to address any exam-related complaints made by students as per the policies set by the affiliating university. Few of the procedural points are mentioned below:

- The Institute has a separate examination cell run by the chief of the exams with assistance from other academic and staff members. During the Continuous Internal Examinations and Semester End Examinations, the entire exam system is monitored by a rotating committee under the supervision of the Principal and other senior faculty.
- If a student has any concerns about the evaluation, he or she can raise them directly with the faculty, and in case of insolvency, the same if escalated to a pre-appointed committee.
- If a student is absent for the internal exam with a justified reason, the examination is however conducted to that student in accordance with the standards set by the affiliated university.
- In order to reduce grievances and make the process transparent, the internal review of lab records is conducted in the presence of the students.
- The institute makes every effort to prevent cheating on its grounds. But if any irregularities are discovered during the SEE, they are reported to the institute's Examination Cell and dealt with in accordance with the policies of the affiliating university.
- Any student can apply for re-evaluation if they are not satisfied with the results and the process is undertaken as per the regulations of the affiliating university.
- Before taking the SEE, students' complaints regarding the admit card, registration card, and other items are addressed by the institution's examination cell.

File Description	Document
Upload Additional information	[View Document](#)

2.6 Student Performance and Learning Outcomes

2.6.1

Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website and attainment of POs and COs are evaluated

Response:

Kuppam Degree College follows the outcome-based education. Hence, from the Program Outcomes (POs) established by NAAC, the institution has strictly outlined Course Outcomes (COs) and Program Specific Outcomes (PSOs).

In the syllabus books, COs are described for every course. COs for specific courses throughout all majors are also included. The institute's website lists all of the programmes' POs, PSOs, and COs statements under the departments concerned. The statements are displayed at the principal office, the head of department's office, notice boards, common areas, and all other significant locations respectively.

For the purpose of informing teachers and students about POs, PSOs, and COs, the Institution uses a multi-layered procedure.

All of the program's faculty participate in the development of POs/PSOs and COs, which are then thoroughly discussed in meetings of the Department Academic Committee before being assessed and distributed to the faculty.

The following channels are used to inform students with regard to COs, POs, and PSOs.

· Through lecture-demos during Induction Programme conducted for first year students

· Presentation of COs by the faculty at the beginning of each course

· Foam boards with illustrations of the POs are displayed in the corridors.

· Through training sessions and workshops on OBE for students, faculty and office staff to promote the spirit of OBE

Course outcomes (COs) are initially computed through the use of matrices for courses and programmes. Through faculty course assessment reports and carefully thought-out evaluation criteria, the level of attainment of POs, PSOs, and COs is determined which aids in demonstrating the students' learning results.

CO Attainment Procedure:

As part of the direct technique, the students' marks from Continuous Internal Examinations (CIE) and Semester End Examinations are used to calculate COs. To calculate direct CO attainment, weightages of 25% and 75% are allocated to CIE and SEE respectively. Each program has a course end survey through which the indirect attainment of COs is calculated. In order to compute the overall CO attainment for each course, direct and indirect CO attainment are entitled with 80% and 20% weights respectively.

PO/PSO Attainment Procedure:

The achievement of POs and PSOs follows the accomplishment of COs. Direct PO/PSO attainment is

performed for each course based on the attainment of CO and course articulation matrix. Employer, alumni, and programme exit surveys are used to indirectly achieve POs and PSOs. By giving direct and indirect attainments, respectively, weightages of 80% and 20%, the final attainment of PO/PSO is determined.

File Description	Document
Upload Additional information	[View Document](#)

2.6.2

Pass percentage of Students during last five years

Response:

2.6.2.1 **Number of final year students who passed the university examination year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
250	197	196	173	140

2.6.2.2 **Number of final year students who appeared for the university examination year-wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
268	225	208	202	191

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

2.7 Student Satisfaction Survey

2.7.1

Online student satisfaction survey regarding teaching learning process

Response:

File Description	Document
Upload database of all students on roll	View Document

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1

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

Response:

3.1.1.1 **Total Grants from Government and non-governmental agencies for research projects , endowments, Chairs in the institution during the last five years (INR in Lakhs)**

2021-22	2020-21	2019-20	2018-19	2017-18
00	00	00	00	00

File Description	Document
Institutional data in the prescribed format	[View Document](#)

3.2 Innovation Ecosystem

3.2.1

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

Response:

The institute has created an appropriate ecosystem for research and innovation by recruiting and developing desirable human resource taking initiative for creation and dissemination of knowledge and establishing state of the art infrastructure.

HEI has created an ecosystem for research and innovation by

(i) Recruiting and developing desirable human resource,

(ii) Taking initiative for creation and dissemination of knowledge and

(iii) Establishing state of the art infrastructure.

Human Resource Development:

At the entry level, HEI recruits meritorious, dynamic and enterprising young faculty through an elaborate

selection process that involves careful scrutiny of applications, testing of knowledge and teaching skills through seminars and selection interviews.

Institution has created an ecosystem for innovations, refers to a loosely interconnected network of companies and other entities that co-evolve capabilities around a shared set of technologies, knowledge, or skills, and work co-operatively and competitively to develop new products and services

The annual performance appraisal system encourages faculty to enhance their teaching, administrative skills, as well as social services to the desired level of promotion. Faculty members are encouraged to undergo professional development programmes and organize and participate in Conferences, Seminars and Workshops. Teaching and non-teaching staff are encouraged to enhance their qualifications and pursue part-time Ph D programs.

Entrepreneurship and Incubation Centre.

The centre has been establishing to facilitate innovative, flexible and economical solutions to problems. It has also been established to display and sale of products made students to earn while on campus.

The Institution uses a system's thinking approach for research. The multi-disciplinary and inter-disciplinary focus on research. Some of the unique areas identified by the institute and work ongoing include:

1. Inculcation of value system through innovative approach.
2. Field Activity.
3. Research on ways and means for women empowerment.
4. School Adoption &Village Adoption for betterment.
5. Entrepreneurship courses.
6. Visits to Industries.
7. Project work for all students.

A number of job-oriented training programs are provided for students. Summer training of students to make them familiarize to practical industrial problems. As a part of based education system, the students are encouraged to take up co-curricular activities involving theme-based projects which culminate into creation of innovative knowledge helpful for the society. Students are encouraged to take up and participate in code development activities such as Coding contests etc., which train the students towards innovation.

The institution has the practice of conducting various workshops and conferences periodically for creation and sharing of knowledge. The faculty has been encouraged to take up Intellectual property rights as an initiative towards innovation and knowledge sharing. The faculty delivers guest lectures and expert lectures to other institutions as part of knowledge sharing.

As part of this initiative, Ideation contests were conducted every year. The students participated in large number and showed enthusiasm towards innovation and its practice.

3.2.2

Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years

Response:

3.2.2.1 **Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
09	08	08	08	08

File Description	Document
Upload supporting document	[View Document]()
Institutional data in the prescribed format	[View Document]()

3.3 Research Publications and Awards

3.3.1

Number of research papers published per teacher in the Journals notified on UGC care list during the last five years

Response:

3.3.1.1 **Number of research papers in the Journals notified on UGC CARE list year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
00	00	00	00	00

File Description	Document
Institutional data in the prescribed format	[View Document]()

3.3.2

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

Response:

3.3.2.1 **Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
00	00	00	00	00

File Description	Document
Institutional data in the prescribed format	[View Document](#)

3.4 Extension Activities

3.4.1

Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the last five years.

Response:

The college maintains its social cohesiveness through extended activities in the neighborhood community to sensitize students about social issues. The college consistently promotes participation of students and faculty members in socio-friendly extension activities through various cells and activity centers.

The college usually conducts awareness camps, seminars and rallies in the neighboring villages to motivate the people on different social issues. Students choose most of these villages to identify the problem after village survey and come out with suggestions and solutions as a part of their community service project. Interaction sessions and awareness programs have been conducted related to the issues like child labour, child marriages, women safety, against superstitious believes, safe drinking water etc. in collaboration with the NGOs.

We have been holding NSS Special camps every year for one week and this year it was organized at Mulakalapalli village in Kuppam Mandal from 17th to 23rd March 2022 to develop the place with tree plantation, cleaning the MPP School campus and the village road sides, creating awareness among the school children about the personal hygiene. The other initiatives of NSS unit are:

- Health Care Camp,
- Vaccination Drive
- AIDS awareness rally
- Blood Donation Camps
- Eye camps
- Environmental pollution
- Road Safety Measures
- Guidance on Female Personal Hygiene by Women Empowerment Cell.

Our students also participated in "SPIT FREE INDIA MOVEMENT" during September – November 2020 to prevent the spread of COVID-19 conducted by SVICCAR.

Voter's registration campaign for students was organized by final year B.Com and BBA student volunteers on Voters Day 2022 (Jan 25th) in college campus. Blood donation camp is organized every year where students and staff donate around 40 to 50 units of blood. More than 90% of the students take part in the extension and outreach activities organized by the NSS unit of the institution.

3.4.2

Awards and recognitions received for extension activities from government / government recognised bodies

Response:

Extension and outreach programs have been regular activities of Kuppam Degree College for which the institution has received appreciation from different organizations. The National Service Scheme(NSS) organizes many community outreach, Health awareness campaigns, Environmental awareness programmes, and social awareness programmes in the villages surrounding the college campus. The main objective of all these programmes is to inculcate civic conscience in the students. The institution has been getting a lot of appreciation from different government and non-governmental organizations for these awareness programmes where the students are involved in different activities like awareness rallies, village cleaning programmes, conducting health camps etc.

For organizing such programmes the college has received many honours and appreciation letters from different government and non-government organizations like Jana Vignana Vedika, Kalyan Foundation Society, Lions club of Kuppam Warriors, Victory India Charitable Tent of Rescue Yacht, and Red Ribbon Club. Many students and the faculty were applauded and felicitated for the service rendered to them.

The institution also organizes blood donation camps in coordination with Red Ribbon Club and PES Medical College.

Victory India Charitable Tent of Rescue Yacht, runs Victory Boarding School for the deaf and dumb where the student volunteers conducted Yoga awareness programme which has been appreciated.

Jana Vignana Vedika, Chittoor Dist. Congratulated the students for their involvement in creating awareness on the conservation of natural resources and on the mitigation of superstitious beliefs and practices in rural areas.

Lions Club of Kuppam Warriors, Kuppam appreciated the active support of the student volunteers in organizing free eye camps.

Pledge for Life team appreciated the NSS students for supporting Spit Free India Movement.

Kalyan Foundation Society praised the students for conducting awareness programmes in the villages.

Furthermore, Red Ribbon Club, Chittoor Dist. and PES Medical college appreciated the students for their active participation in blood donation camps.

File Description	Document
Upload Additional information	[View Document](#)

3.4.3

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

Response:

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

2021-22	2020-21	2019-20	2018-19	2017-18
15	12	11	12	11

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

3.5 Collaboration

3.5.1

Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.

Response:

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1

Availability of adequate infrastructure and physical facilities viz., classrooms, laboratories, ICT facilities, cultural activities, gymnasium, yoga centre etc. in the institution

Response:

The institution's physical facilities and infrastructure are more than adequate for the teaching and learning process. As a result, the institute has enhanced the learning environment by offering a state-of-the-art infrastructure. It features ample built-up area, remarkable infrastructure, and labs for conducting experiments and simulations.

Ample facilities for academic activity and research are guaranteed by the institution's infrastructure. The campus comprises of 24 classrooms, as well as well-equipped laboratories, a well-stocked library, a huge playground, a gymnasium, and facilities for sports and other games.

To support current teaching techniques, the institution has smart boards, and its ICT resources have been sufficiently improved. The additional campus amenities are designed to enhance the positive environment for academic, extracurricular, and administrative activities.

The following list includes some of the physical and infrastructure resources the institution has for teaching and learning process:

1. To conduct classes, the institution provides well-furnished, spacious classrooms with sufficient ventilation. Classrooms are maintained in accordance with standards to provide optimum blackboard visibility and audibility. All of the classrooms have LAN/WIFI access, ventilation, lights, and ICT capabilities.
2. To perform experiments, the Institution has well-maintained domain-centric laboratories that adhere to the rules of APSCHE and affiliating university.
3. The college has two spacious seminar halls with ICT-enabled features for holding conferences, webinars, guest lectures, and workshops for teachers and students.
4. The institution features a state-of-the-art central library that is well furnished and equipped with enough of seating for book referencing and access to several e-resources. The Institute also features a special digital library to serve the needs of students.

Sports and physical exercise have long been integral part of student life at Kuppam Degree College. The physical education department offers enough space for both indoor and outdoor games, and it encourages both students and staff to participate in sports to improve their physical and mental health. Additionally, the department of physical education of the institution has been encouraging students to compete in intercollegiate, regional, and national sporting events.

Some of the infrastructure provided by the college include Cricket, football, volleyball, ball badminton, kho-kho, tennicoit, throwball, and basketball all have adequate facilities. The students have access to a cricket field where they practise and compete. Additionally, there are facilities for other sporting

events including shot-put and disc throw.

The college also provides the opportunity to play indoor activities including chess, carroms and table tennis. The institution has 2 badminton courts in the campus. Along with this, the college hosts yearly cultural events and sports days and welcomes student participation in both.

File Description	Document
Upload Additional information	View Document

4.1.2

Percentage of expenditure, excluding salary for infrastructure augmentation during last five years (INR in Lakhs)

Response:

4.1.2.1 **Expenditure for infrastructure augmentation, excluding salary during the last five years (INR in lakhs)**

2021-22	2020-21	2019-20	2018-19	2017-18
11.53	3.07	4.09	9.59	1.22

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

4.2 Library as a Learning Resource

4.2.1

Library is automated using Integrated Library Management System (ILMS), subscription to e-resources, amount spent on purchase of books, journals and per day usage of library

Response:

Kuppam Degree College has a Library which is accommodated within a built-up area of 1300 square feet. The library is equipped with a reading capacity of about 60 readers. The Digital Library is furnished with 10 systems. To increase the calibre and effectiveness of the services the library offers, the institution has automated the library services. The institution currently has 2400 titles, 3400 volumes and Journals. The institution provides access to about 3,50,00,000 Books on loan, 1,00,000 list of Journals, 5,000 Full-

text E-journals and 1,00,000 Thesis/Dissertations through DELNET.

All the students, teachers, and visitors enjoy quick and efficient service from the Integrated Library Management System (ILMS). Through the Online Public Check Catalogue, users can access the information of their book issuances at any time of the day in addition to receiving regular updates on new arrivals. The ILMS features also assist users in determining which books are currently available. The library's services are available to users, who can also use them from other locations on campus.

The college uses DELPLUS Library Management Software that provides Web OPAC (Online Public Access Catalogue) functionality to access educational information and availability.

- The software is basically designed to carry daily administrative activities with respect to the library management.
- Accumulated with Internationally recommended standards like MARC 21
- Barcode Enabled

Apart from this, for students, the library is well equipped with the books and journals of all the required courses and programmes, making it easy and accessible to the students to refer the books at any given time to enhance their knowledge for educational prospects.

The college maintains DELNET, an accessible network responsible for sharing the resources across the nation among the major institutions.

Kuppam Degree College also provides complete access of 10 Digital Library Systems to the students to help them in their preparation along with the E-Resource journals such as E-SodhSindhu, DOAJ, and Science Direct.

The institution has been upgrading its library facilities from time to time. The institution spent about Rs. 0.50 Lakhs per annum on library facilities during the last five years. The institution has a very good footfall of students and faculty. On an average more than 20 % of students and faculty utilize the library facilities.

File Description	Document
Upload Additional information	[View Document](#)

4.3 IT Infrastructure

4.3.1

Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection

Response:

Institution has adequate IT infrastructure to support effective teaching-learning, research

and management. To keep up with the institute's evolving needs, the infrastructure and applications are updated regularly.

Kuppam College is devoted to develop reliable, and secure IT infrastructure to control and enhance the institute's administrative and teaching operations.

The Institution began the IT learning process with 60 Thin Client systems with 10 Mbps internet speed which gradually was upgraded to 60 Desktops with 70 Mbps. This provided an enhanced learning experience to the students.

The institute has developed a comprehensive information security policy to protect the availability, integrity, and confidentiality of the institute's Information Technology (IT) resources. This policy applies to all faculty, staff, and students of the institute, and anyone who uses the institute's resources.

The institute is equipped with a robust IT infrastructure that includes numerous computers, networking, and numerous switches that enable network and internet speed.

After careful consideration at many levels, including numerous internal meetings and the necessary management approvals, the institute has upgraded it's IT infrastructure.

Currently, the institute has an upgraded infrastructure of 60 Thin Client Systems, 60 Desktops, 30 Laptops, and 30 Tabs for access to the students with an overwhelming internet speed of 40 MBPS connected through 1800 metres of networking and 13 switches.

File Description	Document
Upload Additional information	[View Document](#)

4.3.2

Student – Computer ratio (Data for the latest completed academic year)

Response:

4.3.2.1 **Number of computers available for students usage during the latest completed academic year:**

Response: 213

File Description	Document
Upload supporting document	[View Document](#)

4.4 Maintenance of Campus Infrastructure

4.4.1

Percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years (INR in Lakhs)

Response:

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

2021-22	2020-21	2019-20	2018-19	2017-18
46.10	23.71	33.54	32.90	21.98

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1

Percentage of students benefited by scholarships and freeships provided by the Government and Non-Government agencies during last five years

Response:

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

2021-22	2020-21	2019-20	2018-19	2017-18
959	850	767	708	690

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.1.2

Capacity building and skills enhancement initiatives taken by the institution include the following

1. *Soft skills*
2. *Language and communication skills*
3. *Life skills (Yoga, physical fitness, health and hygiene)*
4. *ICT/computing skills*

Response:

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.1.3

Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years

Response:

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

2021-22	2020-21	2019-20	2018-19	2017-18
203	144	90	93	85

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.1.4

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

1. **Implementation of guidelines of statutory/regulatory bodies**
2. **Organisation wide awareness and undertakings on policies with zero tolerance**
3. **Mechanisms for submission of online/offline students' grievances**
4. **Timely redressal of the grievances through appropriate committees**

Response:

File Description	Document
Upload supporting document	[View Document](#)

5.2 Student Progression

5.2.1

Percentage of placement of outgoing students and students progressing to higher education during the last five years

Response:

5.2.1.1 Number of outgoing students placed and / or progressed to higher education year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
262	173	143	123	120

5.2.1.2 Number of outgoing students year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
328	279	257	245	246

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.2.2

Percentage of students qualifying in state/national/ international level examinations during the last five years (eg: JAM/CLAT/GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)

Response:

5.2.2.1 *Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ Judicial Services/Public Prosecution services/All India Bar Exams/State government examinations) year wise during last five years*

2021-22	2020-21	2019-20	2018-19	2017-18
06	12	45	27	37

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

2021-22	2020-21	2019-20	2018-19	2017-18
06	12	45	27	37

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.3 Student Participation and Activities

5.3.1

Number of awards/medals for outstanding performance in sports/ cultural activities at University / state/ national / international level (award for a team event should be counted as one) during the last five years

Response:

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*

2021-22	2020-21	2019-20	2018-19	2017-18
04	04	05	06	05

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.3.2

Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response:

5.3.2.1 **Number of sports and cultural programs in which students of the Institution participated year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
11	10	10	10	10

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.4 Alumni Engagement

5.4.1

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

Response:

Kuppam Degree College Alumni Association is created to build a supportive committee which is expected to play an important role in shaping the institute's future. The institution has a registered Alumni Association.

Kuppam Degree College's alumni are occupying eminent positions in the society. The institution is planning to make use of their services in moulding the career of the present students.

Each alumni association member pays Rs.500 towards registration fee which will be utilised for conducting different activities of the association. In addition, some alumni also contribute financially to the institution for its growth.

The association members contribute in the following ways:

- Guest lecturers to the students
- Motivation classes
- Interaction and mentoring the students
- Bridging the gap between industry and academia
- Guiding students regarding internships and projects.

Alumni meets are conducted for sharing the experiences and to share the knowledge related to projects, placements, trends in the industry, preparation for competitive exams with the present students.

File Description	Document
Upload Additional information	[View Document](#)

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1

The governance and leadership is in accordance with vision and mission of the institution and it is visible in various institutional practices such as decentralization and participation in the institutional governance

Response:

Since the institution's founding, it has been a practise to give students the tools they need to thrive in life by providing them with high-quality education. The institution has also been constantly working and has played a crucial role in delivering high-quality education to all societal sectors through a supportive learning environment that have had a positive social and spiritual impact on society.

The college administration has also benefited from these initiatives by being able to delegate responsibilities more easily and make quicker decisions.

The College currently has a Governing Council that starts various developmental activities related to various facilities in the institution, approves the academic year's budget, and articulates and decides on numerous administrative issues and areas to strengthen like laboratories, libraries, student-centric activities, and staff recruitment.

The Institution has an Internal Quality Assurance Cell (IQAC) to maintain a culture of quality to suit the various stakeholder needs. It is intended to plan, direct, and supervise the college's quality assurance and initiatives. An Anti-Ragging Committee is formed to foster a culture of ragging-free surroundings on campus by occasionally running awareness campaigns. To encourage equality in the college, Women Empowerment Cell conducts variety of events to educate both male and female participants and create a peaceful environment on campus.

By establishing communication with reputable organizations and industrial facilities, The Career Guidance, Training and Placement Cell is crucial in helping Undergraduate and Postgraduate students who are graduating from the college find employment prospects. The Placement Cell is open all year round to help connect graduates with employers.

FACULTY CONTRIBUTION

The principal and faculty members are involved in establishing policies and procedures, formulating rules and regulations corresponding to admission in accordance with the requirements of the affiliated university, discipline, grievance, counselling, training, development, and library services. This enables the institution to guarantee the college's organized and efficient operation in accordance with the college's vision and goal.

All relevant committees and other staff members are encouraged to discuss, share opinions, and plan for the success of the various programmes that institute shall undertake. Institute staff members are also invited to take part in the planning and decision-making processes for the academic events and tests that

the affiliated institution would conduct.

In addition, the college periodically runs a programme called "Mentorship Program" that aims to serve students from various cultural and financial backgrounds. In this programme, each faculty member provides guidance to a set number of students to assist them choose careers and other secondary courses that will help them develop their skills.

File Description	Document
Upload Additional information	[View Document](#)

6.2 Strategy Development and Deployment

6.2.1

The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, deployment of institutional Strategic/ perspective/development plan etc

Response:

The college has developed a vision and a strategy plan to meet industry demands and to tackle local and global issues in the real world by offering top-notch education that would result in graduates with the necessary technical skills to serve the country. With the aid of tested systems and procedures, students advance towards technical and social excellence. To guarantee quality in teaching and learning, the institute has developed a strategic and futuristic plan.

Internal Quality Assurance Cell Establishment (IQAC)

In order to provide high-quality education with values, Kuppam Degree College was established in the year of 2010. Since then, it has made incredible development across all performance metrics. The institute believed that a structured and well-established IQAC was necessary to improve various quality components of the institution due to the dynamic changes in the educational sector.

The institute formed IQAC in 2020 is in accordance with the guidelines established by the NAAC and UGC. Once it had a comprehensive understanding of how the IQAC operated and the procedures needed for various elements, IQAC meetings are regularly held, and numerous initiatives were effectively carried out within the institution. Additionally, IQAC has devised a method for calculating CO-PO achievement and guided the academic departments on how to set and meet CO/PO goals.

Few of the outstanding measures the institution's IQAC has set up are:

- Setup a number of non-statutory cells to check educational process and implement corrective measures needed.
- To collect student feedback on facilities and take remedial action.
- To advice contemporary training methods.

- Outlined a procedure for calculating attainment of COs and POs through the course end survey, programme exit survey, employer and alumni surveys etc.
- To keep the campuses environmentally friendly by carrying out Energy Audit and Green Audit regularly

THE GOVERNING BODY - Establishes, updates, and approves principles and policies, as well as the annual financial budget, with the aim of achieving predetermined goals. It recommends the recruitment of staff, assesses the academic performance of the college, approves extensions, maintenance of infrastructure and other amenities.

There are various committees with well-defined functions where stakeholders of the institute are members.

Women Empowerment Cell, Internal Complaints Committee, Disciplinary Committee, Anti-Ragging Committee, Grievances Redressal Committee have been formed where administrative staff, faculty members and students are involved in planning and implementing different activities.

Service rules and procedures are as per the specified rules and regulations of Government of Andhra Pradesh and protocol prescribed by the UGC.

File Description	Document
Upload Additional information	[View Document](#)

6.2.2

Implementation of e-governance in areas of operation

1. **Administration**
2. **Finance and Accounts**
3. **Student Admission and Support**
4. **Examination**

Response:

File Description	Document
Upload supporting document	[View Document](#)

6.3 Faculty Empowerment Strategies

6.3.1

The institution has effective welfare measures and Performance Appraisal System for teaching and non-teaching staff

Response:

The welfare measures extended to the teaching and non-teaching staff of the Institution are as following:

Teaching Staff

• Staff employees' casual leave

• Attending conferences and workshops is authorised under Special Casual Leave (On Duty).

• Maternity Leave for women employees.

• Paying for faculty members' registration fees, day expenses, and travel expenses when they

   attend conferences and workshops.

• Faculty members are recognized with the "Best Teacher Award" and given incentives

• Facilities for sports and fitness

• Free medical facility accessible in an emergency at KC Hospital, Kuppam

• Every semester, health awareness campaigns including blood donation and organ donation are held.

Non-Teaching Staff

• Free medical facility.

• Maternity Leave for Women Workers

• Medical vacation with partial pay for employees

• Supporting staff is given appropriate uniforms.

• Health Awareness Programs, including blood and organ donation, are held throughout semester.

• Facilities for sports and fitness

Performance Appraisal System:

A good performance appraisal system plays a major role in managing the institution in an effective way. The performance is assessed in three categories via.

 1. Teaching – includes lectures, practicals, tutorials and other teaching related activities

2. Activities – involvement in the college and students related activities

3. Academic / Research activities

At the end of the academic year, the data is collected relevant to the above categories in the prescribed format and the scores are used for awarding the staff and also for their promotions.

Further during the semester, feedback forms related to teaching and teaching methods are collected from students for each course and the Principal and HODs suggest the suitable measures to improve the teaching-learning process.

File Description	Document
Upload Additional information	View Document

6.3.2

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

Response:

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**

2021-22	2020-21	2019-20	2018-19	2017-18
23	19	19	24	25

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

6.3.3

Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), professional development /administrative training programs during the last five years

Response:

6.3.3.1 **Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP), professional development /administrative training programs during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
47	45	43	39	38

6.3.3.2 **Number of non-teaching staff year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
11	10	10	09	09

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

6.4 Financial Management and Resource Mobilization

6.4.1

Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)

Response:

The institution's planning for attaining systematic development activities is reflected in the coinage of financial planning and management. The institution has a robust financial management system, and authorised auditors regularly conduct internal audits. Additionally, the Andhra Pradesh State Admission and Fee Regulator Committee of the A.P. State Government also performs audits (APFRC). The college's accounts department keeps track of all the costs and revenues that are legally and timely presented to the government for each fiscal year.

According to Section 12 A of the Income Tax Act, the Institute is registered. Both internal and external auditors review the institution's accounts to ensure that all financial regulations are being followed. The Governing Body (G.B.) reviews the audit report detailing the Income and Expenditure Statements and make recommendations for future financial planning.

A projected yearly budget for the institute is created at the start of the fiscal year to account for both predictable and unpredictable possible income and expenses. The HoDs prepare departmental budget proposals, which are submitted through the right channels for the GB's approval. The tuition fee and individual donations are the main sources of funding.

Internal Audit:

The college auditors undertake an internal audit of the accounts on a quarterly basis, verifying all payments, receipts, vouchers of transactions, cash books, ledgers, and bank statements of the fiscal year.

These auditors are qualified and certified. External auditing is also applied to the accounts. The income and expense statement, balance sheet, and depreciation statement are created and submitted by the auditors. The auditors independently audit each government scholarship and each private donor's donation. The college website provides the audited financial figures as a sign of transparency.

The college pursues ongoing academic and non-academic reforms to meet the constantly shifting societal requirements while upholding excellence, resource mobilisation, and responsibility. The primary receipt to the institution is the fee that the students pay when they enrol in the course. A bank overdraft would be used to compensate any shortfall in receipts. These funds are mostly used to update the lab for the benefit of the student body.

The principle has the authority to create the institutional budget by taking both recurrent and one-time costs into account. The budget for the upcoming year is prepared and presented by the HoDs and administrative departments.

The General Body of the Institute makes all the important financial decisions various headings, including T & P software upgrades, Internet fees, Library Books, Journals, repair and maintenance, consumable Furniture, fixtures, printing, and stationery expenditure.

File Description	Document
Upload 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. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities

Response:

IQAC of Kuppam Degree College was established in November 2020 to ensure the quality education and to maintain effective teaching learning process in the institution. IQAC plays the major role in maintaining and enhancing the quality of the institution with its suggestions.

The following **initiatives** have been made by IQAC which yielded in significant improvement.

- To regulate academic and administration process
- To analyse students feedback
- To analyse curriculum gap and action plan
- Faculty development programs
- Participation of students in seminars and workshops
- Attendance and performance monitoring through Mentoring

- To produce efficient graduates to meet the requirement of the industry
- To plan for training and placement programs

Process of Quality Assurance:

The IQAC continuously reviews and takes steps to improve the quality of the teaching learning process. The academic calendar is prepared in advance and circulated. The subject allocation to the faculty and the time table preparation is done without any controversy. Seminars, workshops, guest lectures, add on courses are done as per the academic calendar. Internal examinations are conducted as per the calendar. Based on the feedback of the students faculty are guided by the Principal and the HODs. Induction program is conducted to the newly admitted students to make them aware of the rules and regulations of the college, need to be regular and punctual to the classes and also on how they should prepare themselves as par with the society and the industry. Course end feedback is conducted course wise to assess the performance level of teaching learning process.

Review of Teaching Learning Processes:

1. Feedback from students is collected, analyzed and corrective actions are taken.

2. Effective planning is done and action points are implemented ensure effective course delivery. In addition, CO-PO attainments are computed.

IQAC also monitors the following for effective teaching-learning process.

- Class and Faculty time table
- Student list
- Faculty log book
- Attendance registers
- Course file
- Internal assessment question papers and sample answer scripts
- Details of Internships
- Semester end results
- Stock books

Furthermore, IQAC sets targets for various quality parameters at the start of the academic year, monitors it periodically and ensures their effective implementation.

File Description	Document
Upload Additional information	[View Document](#)

6.5.2

Quality assurance initiatives of the institution include:

> 1. **Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed**

and used for improvements

2. **Collaborative quality initiatives with other institution(s)/ membership of international networks**

3. **Participation in NIRF**

4. **any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA, ISO Certification etc**

Response:

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1

Measures initiated by the Institution for the promotion of gender equity and Institutional initiatives to celebrate / organize national and international commemorative days, events and festivals during the last five years

Response:

MEASURES INITIATED FOR PROMOTION OF GENDER EQUALITY:

There need to be innovative solutions for the complicated issue of gender inequality. According to Kuppam Degree College, there cannot be gender equality in society without being implemented at the workplace and in education. As a result, the institution undertakes as many measures as it can to foster an inclusive environment and alter gender dynamics on college campuses.

Every student at the university receives a foundational course in "Human Values and Professional Ethics" that aids them in developing moral principles for both their own well-being and the welfare of the society. To help students become more conscious of the realities of the world and to motivate them to act for a community with greater justice, equity, and human rights for everyone, teachers use actual events that occur on a daily basis from the news for discussion as part of this course's curriculum.

Gender awareness activities are planned for students on campus and that includes debates, essay writing contests, elocution competitions, role plays, and opinion exchange to help them understand the issues more clearly. Every year, the campus observes Women's Day on March 8th.

All necessary safety and security precautions are in place at the college, including security, separate restrooms, girls' dining area and common area, a doctor on call and CC TV monitoring. Whenever female students go out on rallies, camps, placements, industrial trips, etc., they are always accompanied by female employees. GPS tracking and speed limiters are implemented on college buses.

The institution has a mentor system that is well-established and effective, with a ratio of 1:30. Students are always encouraged to contact their individual mentors for help or guidance. To foster a mindset that is conducive to learning, the university offers courses and counseling to all new students. Counseling sessions are held on topics like gender inequality, harassment, and personal hygiene.

Observation of National and International Commemorative Days:

The Kuppam Degree College actively fulfils its social, cultural, and humanitarian duties. To honour these concepts through events and festivals, it plans a number of celebrations. The institute yearly organizes the major memorial days, activities, and festivals listed below:

- National Youth Day , 12th January
- National Voters Day, 25th January
- Republic Day, 26th January.

- Anti-Tobacco Day, 21st February
- National Science Day, 28th February
- International Woman's Day, 8th March.
- World Water Day, 22nd March.
- World Earth Day, 22nd April
- World Book Day, 23rd April.
- World Environment Day, 5th June.
- World Blood Donors' Day, 14th June
- Vanamahotsav Week 1st to 7th July
- National Commerce Day, 7th August
- Independence Day,15th August.
- Teachers Day, 5th September.
- NSS Foundation Day on 24th September.
- Gandhi Jayanti, 2nd October.
- Constitution Day, 26th November
- World AIDS Day, 1st December

File Description	Document
Upload Additional information	View Document

7.1.2

The Institution has facilities and initiatives for

1. **Alternate sources of energy and energy conservation measures**
2. **Management of the various types of degradable and nondegradable waste**
3. **Water conservation**
4. **Green campus initiatives**
5. **Disabled-friendly, barrier free environment**

Response:

File Description	Document
Upload supporting document	View Document

7.1.3

Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following

1. **Green audit / Environment audit**
2. **Energy audit**
3. **Clean and green campus initiatives**
4. **Beyond the campus environmental promotion activities**

Response:	
File Description	**Document**
Upload supporting document	[View Document](#)

7.1.4

Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic diversity and Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)

Response:

The faculty and personnel at Kuppam Degree College help to establish a great learning atmosphere for the students where they can freely meet and talk with the professor. These actions help the students and provide them inspiration and encourage innovation and effective learning where Individuality and inventiveness are accelerated. The institution believes that students have a right to an educational environment that respects diversity, encourages participation, breaks down barriers, and accounts for a wide range of learning styles.

The college offers a welcoming environment for all people, with acceptance of local, regional, linguistic, socioeconomic, and other variety. In the college, several sports and cultural events are organised. The topic of the student's cultural programme has always been interfaith and inter-communal cooperation.

The college celebrates Annual Day each year to recognise accomplishments and invites students to take part in showcasing their untapped potential. Few students who excel in both their studies and extracurricular activities receive awards. The Institution invites a high-impact keynote speaker and a wide range of distinguished guests to inspire our students with their thoughts and best practises.

A student code of ethics is also available at the institution. The college goes over and above to assist those who are in need. The organisation also hosts and manages blood donation camps. Students are encouraged to uphold moral principles, form social connections with the rural residents who live around the college, and respect communal, cultural, socioeconomic, and linguistic norms.

To educate students and staff about their constitutional obligations—their values, rights, duties, and responsibilities, the institution organises a variety of programmes and activities.

Every year, Kuppam College observes Constitution Day to educate its students about the fundamental rights, duties, values, and obligations of citizens under the Indian Constitution. Regular celebrations of Independence Day (15 August) and Republic Day (26 January) educate pupils about the freedom fight and its price. Students are constantly reminded of their essential need to respect the National Anthem and Flag.

The college holds discussions and elocution competitions to educate students about their constitutional rights. Every year, on January 25, National Voter's Day is observed to raise awareness among students and the general public about voter registration and the value of voting as a means of

preserving the nation's democratic system.

For female students and employees, several activities are held on gender equity and the contribution of women to nation-building in accordance with Indian law. According to the self-defence statute in the constitution, self-defence training sessions are held for female students. NSS volunteers run a variety of projects on the rights to education, a clean environment, and good health in rural areas.

The institution also organizes sensitization programs for the students and faculty separately each year on constitutional obligations.

File Description	Document
Upload Additional information	[View Document](#)

7.2 Best Practices

7.2.1

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

Response:

Best Practice 1

TITLE: Campus Recruitment Training and Placement Activities - Focused and Skill Based Training)

OBJECTIVES:

- To create awareness among the students about training and placement procedure in the campus.
- To prepare students for placements.
- To assist the students enrich their skills so as to meet the needs of the industry.
- To organize training programs.
- To locate employment opportunities available in the industry.
- To arrange campus placement drive and Job fair in order to ensure that maximum students get placed.

CONTEXT:

One of the outstanding features of the Institution is Campus Recruitment Training. Kuppam Degree College was established with a goal of preparing the rural students to face the industry. As a step towards achieving this a Training and Placement Cell is established in the year 2017 in order to guide the students to choose right career through Career Guidance Programs and to train them in the skills like aptitude, reasoning, soft skills etc. so that they meet the requirements of the industry. Maintaining and regularly updating the database of students and maintaining database of companies for campus recruitments.

PRACTICE:

Well planned training programs by the senior faculty of the institution have been helpful in achieving the goal of providing placement for maximum number of students. Analytical skills have been a part of academic curriculum where efficient faculties are allotted to train the students. Value Added Programs have been organized by the internal faculty of all the departments as well as external trainers to enhance the skills of the students in core and technical subjects. Training on employability skills like aptitude, reasoning, verbal ability, communication and soft skills, Campus Recruitment Training Programs have been organized periodically for the final year students with the collaboration of APITA, Nandhi Foundation & Mahendra Pride Classroom and APSSDC. In addition to these seminars and workshops and guest lectures have been conducted by the Subject Experts and industrial experts from Aadhya softtech solutions,Sahasraa IT &Health care services, Sreeven Business promotions and Sreevasthan V and Associations, Medall Healthcare Pvt. Ltd.,etc.,

Group discussions, debates are conducted on contemporary topics so that students can overcome stage fear. Exclusive training on Resume preparation, Communication skills, Mock Interviews are conducted.

PROOF OF SUCCESS:

The very idea of providing employability to maximum students of this rural area could be attained to some extent by providing employment opportunity to more than 50% of the outgoing students almost every year which has improved over the years through campus drive and job fairs. The successful students stood an exemplary and became role models for their juniors.

PROBLEMS ENCOUNTERED:

It has become a challenge to improve communication skills of the students as most of them are the first generation learners from rural areas. But with regular loud reading of The Hindu news paper during deputation periods and periodical training in Communication skills could give confidence to the students to overcome this hurdle.

One more major hurdle is that college being located in the rural area, MNCs were always hesitant being part of our campus drive programs.

Best Practice 2

TITLE: Mentoring System

OBJECTIVES:

- To establish a line of communication for student with the institution
- To maintain academic performance and regularity of the mentees
- To identify and guide the slow learners in order to minimize dropout rates

CONTEXT:

As per the suggestions of the IQAC, the institute introduced mentoring system and put it into execution very effectively from past 2 years. This practice had provided an opportunity for the faculty to identify

the potentiality of each student, guide them and build confidence in them. This also helped in building a good rapport between students and the faculty.

PRACTICE:

Every year the students who get admitted into the college will be divided into groups of 25 to 30 depending on the number of students, and each group is assigned to a faculty, who will be a mentor to that group. The mentors will collect the information regarding the attendance and academic performance. The mentor will guide and counsel the mentees when and where required. If the situation demands, the mentors even call the parents for a special meeting.

In the process all the mentors will hold a meeting in the presence of the Principal to share different issues and discuss the relevant solutions for the issues. In order to help the new faculty to understand and enhance their potentiality, Faculty mentoring is also done formally or informally.

PROOF OF SUCCESS:

- Though the mentoring system has been implemented only from past two years it lead to a strong teacher-student relationship.
- Advanced learners and slow learners have been identified and planned remedial classes for slow learners as per the requirement which have proved to be very useful.
- Number of dropout students have comedown relevantly due to the mentors' on time observation and guidance.

PROBLEMS ENCOUNTERED AND RESOURCES REQUIRED:

- Grouping students proved to be too tedious
- Mentors are not able to spend much time to spend with their mentees due to time constraints.
- Most of the students being from rural background, have to be motivated a lot to overcome shyness and to share their problems with mentors so as to get proper guidance or advice.

7.3 Institutional Distinctiveness

7.3.1

Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

Holistic Development of Students Through Extension and Outreach Activities

Aim:

Kuppam Degree College has been achieving academic excellence through student outcomes and faculty contributions. The institution in its crest for excellence has been continuously interacting with industry,

research organizations, and premier academic institutions to provide quality education. The institute is socially responsible institution and it is having pro-active policy in terms of social outreach camps, which makes it distinct among other institutions. Kuppam Degree College was established with an objective of not only providing quality education at low cost but up lifting of its neighboring community socially and empowering them with the help of knowledge assistance.

This society should sincerely serve the cause of the educational needs of the common man of this cosmopolitan city." This was the mission set by our founder, Shri B.C. Nagaraju garu, in 2000 and with this spirit of sincerity, we believe in high standards of academic, professional, and societal performance.

We believe that college life is not all about academics, games, friends, and fun. It is also about learning to interact with other people, being aware of social, environmental and gender issues, and inequities in society. We provide an opportunity for every student to contribute to make the society in which they live a better place and to grow up as better individuals. The Kuppam Degree College has committed itself to the task of inculcating social values and responsibilities in its students.

Along with other sports cultural and technical activities, the NSS unit plans activities like plantation and field visits to expose the students to the pressing issues of society. A session on Human Value & Professional Ethics (HVPE) was arranged by experts. Not only that, every first-year faculty has completed a short-term course in HVPE and interact regularly with the students through open discussions on various topics. Various activities are undertaken by the first-year students to expose them to the pressing environmental issues that ail us. They are taken on field visits to related industries and encouraged to participate in competitions dealing with environmental issues.

As a special thrust, societal development is also instilled on a large scale into the students through the active NSS unit, which undertakes various services to inculcate social values. Throughout the year, the NSS unit undertakes a plethora of events ranging from street plays, cleanliness drives, tree plantation drives, donation drives, waste management drives, gender equity, field visits and many more. The NSS unit has also been a part of the plastic recycling drive initiated by the principal which was successfully implemented in the campus. It emphasized the topic: "Plastic is not bad. How you dispose of plastic is bad".

The institute ensures that the social values and feeling of giving back to society is not limited to the NSS unit. In addition to the activities by NSS, many students come up with ideas to contribute to society too, and at SGDC, we encourage them to go forward to execute the ideas. The students have conducted donation drives for flood affected people also.

Context:

The institution promotes the participation of the students and teachers in various extracurricular activities through events which enable them to understand and learn about some of the societal issues, like Essence of life (in terms of self-discipline, culture, education), education and employment. It also paves the way for maintaining a healthy relationship with society. While pursuing extracurricular activities in college along with education, students learn prioritization and time management skills too. Talented students have well-groomed personalities, which helps them to face the world in a better way.

Practice:

The dissemination of knowledge cannot be an isolated academic project of human development because it is intricately informed by the related discourses of social, economic, cultural and spiritual growth without which it is difficult to sustain a civilization, society or individual. Extracurricular activities teach students how to work for a common goal and ultimately develops a sense of responsibility among them. It increases the level of confidence and also teaches them how to co-operate and work with people in different conditions. They learn to face the challenges that come in their education and career. The NSS unit of the college has consistently contributed to community outreach initiatives through:

1. Literacy programme

2. Tree plantation programme

3. Ethics of life

4. Blood donation

5. Yoga day celebration

6. Voter's day

7. Awareness for pregnant woman

8. AIDS Awareness

9. Awareness on Menstrual cycle

10. Awareness on dengue

11. Entrepreneurship development programme

12. Gender equality

13. Women's Day celebration

14. Awareness on cyber crime

15. Say no to child Labor and child marriage

16. Health Camps etc.,

Evidence of Success:

Extracurricular activities increase opportunities for social interaction and new relationship development. As most of these activities are group-oriented, they have students from different niches, which gives them a chance to find out about people of different passions and cultures. Interaction with people from different backgrounds help in the development of interpersonal skills among the students. The evidence

of success is measured through:

- About NSS in the institution.
- Number of activities conducted in the academic Years 2017-2022
- Social Services of Neighboring of villages
- Number of Awards and Appreciations.
- Bills and Audit Reports of NSS Camps.
- Distinguish alumni.
- Placements, Pass Percentage and Higher Education details
- Participation of students and faculty Extension activities

Problems Encountered:

- Hesitation from the students to participate in the NSS Activity.
- Corona Pandemic Situation which stops institutions from conducting a number of external activities.
- Time Constraints in conducting several activities.
- Inertia from local communication to participate in various external and outreach activities organized by the institution.

5. CONCLUSION

Additional Information :

Kuppam Degree College aims to create a policy of quality assurance to address, monitor and evaluate the academics offered to the students. Thus, promoting effective teaching practices for the benefit of students and making the college a preferred choice for building bright careers of the students. The institute implements distinctive practices, successful student engagement for holistic development, and societal consciousness

Significant Features:

- The institute has grown from an intake of 90 in 2003 to 1000+ in 2020-21.
- Through the institute started with two programs, it is now offering 8 programs with significant admissions.
- The Institute has been a hub and top choice for many MNCs for providing human resources and thereby helping students in terms of placements.
- Imparts life skills from the first year onwards for the holistic development of the students.
- Providing almost 100% ICT enables classrooms and seminar halls for effective teaching-learning.
- Offers spectrum of welfare measures to the students, staff and faculty.
- All stakeholders are involved from time to time for overall development of the institution.
- Best teaching methodologies resulted best pass percentages in examinations.
- Conducted numerous extension, outreach and philanthropic activities as a part of its social responsibility.
- The Institute has a strong linkage with the industry to provide internships, industry exposure, project opportunities.
- Wi-Fi enabled campus.
- Follows various eco-friendly practices and implements various green practices.
- Developed many successful Alumni who are spread across the globe.

Concluding Remarks :

Kuppam Degree College has been striving continuously to enhance quality in all facets so that it stands tall in the top league of institutions in the state. The management has spent wisely during the last five years not only in expanding and enhancing academic and other infrastructure facilities but also developing intellectual and quality human resources for the nation.

The vision of the management, commitment of the teachers and brilliance of the students has brought laurels to the institution. The institution has achieved very good placements, better performance in examinations and produces strong Alumni who are spread across the globe. The institution is the preferred choice of students who want to pursue a career in Science and Arts.

Above all, the institution is blessed with lots of trust of the stakeholders, resulting in steady growth year after year. The self-study report has been drafted in line with the manual covering all the criteria and aspects laid down by NAAC.

Given the credentials and the vision, the institution is pleased to submit its first filled-in application to National

Assessment and Accreditation Council for the grant of accreditation with a deserving grade

Future Plans

- To encourage and motivate the faculty members to pursue doctoral programs.
- Focus on Research and Development and publish more Journal publications.
- Intensify the training on communication skills to the students.
- Invite local industries to the campus to facilitate the students to have an interaction in the process of encouraging the entrepreneurial qualities of the budding graduates.
- Organize the national and international seminars and conferences.
- Start NCC wing of the institution to inculcate the spirit of discipline and willingness to serve the country among the students.
- Obtain Autonomous status of the Institution.
- Introduce more Programs in the emerging areas

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification
1.2.1	**Number of Add on /Certificate/Value added programs offered during the last five years** Answer before DVV Verification : Answer After DVV Verification :49 Remark : as per the documents
1.2.2	**Percentage of students enrolled in Certificate/ Add-on/Value added programs as against the total number of students during the last five years** 1.2.2.1. **Number of students enrolled in subject related Certificate/ Add-on/Value added programs year wise during last five years** Answer before DVV Verification: 	2021-22	2020-21	2019-20	2018-19	2017-18
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1034	860	864	781	573 | Answer After DVV Verification : | 2021-22	2020-21	2019-20	2018-19	2017-18
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1016	842	864	782	573	
1.3.2	**Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)** 1.3.2.1. **Number of students undertaking project work/field work / internships** Answer before DVV Verification : 569 Answer after DVV Verification: 541
3.5.1	**Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.** Answer before DVV Verification : Answer After DVV Verification :49 Remark : HEI has counted each activity of one MoU has separately
5.1.1	**Percentage of students benefited by scholarships and freeships provided by the Government and Non-Government agencies during last five years** 5.1.1.1. Number of students benefited by scholarships and freeships provided by the Government and Non-Government agencies year wise during last five years Answer before DVV Verification: 	2021-22	2020-21	2019-20	2018-19	2017-18	

959	850	767	708	690

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
960	848	767	710	689

Remark : as per the document

5.1.2

Capacity building and skills enhancement initiatives taken by the institution include the following

1. Soft skills
2. Language and communication skills
3. Life skills (Yoga, physical fitness, health and hygiene)
4. ICT/computing skills

Answer before DVV Verification : A. All of the above
Answer After DVV Verification: C. 2 of the above
Remark : as per the document

5.1.3

Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years

5.1.3.1. **Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
1034	986	864	781	748

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
1016	986	864	781	748

Remark : as per the documents

6.3.2

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

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**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18

| 23 | 19 | 19 | 24 | 25 |

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
23	19	20	25	22

6.3.3	**Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), professional development /administrative training programs during the last five years** 6.3.3.1. **Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP), professional development /administrative training programs during the last five years** Answer before DVV Verification: 	2021-22	2020-21	2019-20	2018-19	2017-18
47	45	43	39	38 | Answer After DVV Verification : | 2021-22	2020-21	2019-20	2018-19	2017-18
32	34	30	30	28 | 6.3.3.2. **Number of non-teaching staff year wise during the last five years** Answer before DVV Verification: | 2021-22	2020-21	2019-20	2018-19	2017-18
11	10	10	09	09 | Answer After DVV Verification : | 2021-22	2020-21	2019-20	2018-19	2017-18
11	10	10	09	09 | Remark : as per the documents
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6.5.2	**Quality assurance initiatives of the institution include:** 1. **Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements** 2. **Collaborative quality initiatives with other institution(s)/ membership of international networks** 3. **Participation in NIRF** 4. **any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA, ISO Certification etc**

Answer before DVV Verification : B. Any 3 of the above

Answer After DVV Verification: C. Any 2 of the above

Remark : Only supporting Documents for Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements and ISO Certification are provided. Supporting documents for Collaborative quality initiatives with other institution(s)/ membership of international networks are not provided

2.Extended Profile Deviations

ID	Extended Questions
1.1	**Number of students year wise during the last five years** Answer before DVV Verification: {{TABLE1}} Answer After DVV Verification: {{TABLE2}}
2.1	**Number of teaching staff / full time teachers during the last five years (Without repeat count):** Answer before DVV Verification : 47 Answer after DVV Verification : 54
2.2	**Number of teaching staff / full time teachers year wise during the last five years** Answer before DVV Verification: {{TABLE3}} Answer After DVV Verification: {{TABLE4}}

Table for 1.1 — Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
1034	986	864	781	748

Table for 1.1 — Answer After DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
1016	986	864	782	749

Table for 2.2 — Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
36	35	33	30	29

Table for 2.2 — Answer After DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
32	34	30	30	28