



YEARLY STATUS REPORT - 2023-2024

Part A

Data of the Institution

1.Name of the Institution	
	S. D. V. S. Sangh's Shri L. K. Khot College of Commerce, Sankeshwar
• Name of the Head of the institution	Prin Dr (Smt) S. I. Madiwalappagol
• Designation	Associate Professor & In Charge Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	08333273364
• Mobile no	9945286824
• Registered e-mail	lkkhot@rediffmail.com
• Alternate e-mail	lkkhotiqac@gmail.com
• Address	Old P. B. Road
• City/Town	Sankeshwar
• State/UT	Karnataka
• Pin Code	591313
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Urban

• Financial Status	Grants-in aid				
• Name of the Affiliating University	Rani Channamma University, Belagavi				
• Name of the IQAC Coordinator	Dr. D. D. Kulkarni				
• Phone No.	9481742709				
• Alternate phone No.	08333273364				
• Mobile	9481742709				
• IQAC e-mail address	lkkhotiqac@gmail.com				
• Alternate Email address	lkkhot@rediffmail.com				
3. Website address (Web link of the AQAR (Previous Academic Year))	https://www.slkkcc.edu.in/images/AQAR%202022-23%20Accepted.pdf				
4. Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.slkkcc.edu.in/SlkkccFiles/Academic_Calender.pdf				
5. Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	72.35	2004-05	16/09/2004	15/09/2009
Cycle 2	B	02.41	2010-11	27/03/2011	26/03/2016
Cycle 3	B++	2.79	2016-17	28/03/2017	27/03/2022
Cycle 4	B	2.34	2021-22	18/10/2022	17/10/2027
6. Date of Establishment of IQAC			18/04/2004		
7. Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
NIL	NIL	NIL	2023-24	NIL	

8. Whether composition of IQAC as per latest NAAC guidelines	Yes	
<ul style="list-style-type: none"> • Upload latest notification of formation of IQAC 	View File	
9. No. of IQAC meetings held during the year	04	
<ul style="list-style-type: none"> • Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> • If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded	
10. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> • If yes, mention the amount 		
11. Significant contributions made by IQAC during the current year (maximum five bullets)		
Commencement of Certificate courses Workshop on Employability skills for students		
12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year		
Plan of Action	Achievements/Outcomes	
Certificate course in Cake making	The women empowerment cell of the institution conducted a certificate course for the students with an intension to make them stand on their own leg from 14/08/2023. This makes the students economically empowered.	
Commencement of Certificate course in Self-Defence	The women empowerment cell of the institution conducted a certificate course for the girl students of UG programme from 10/09/2023 to 24/09/2023.	

<p>To organize Skill Development Programme</p>	<p>The Placement & Training Cell of the institution organized "Effective Communication & Public Speaking" for first year of the UG Students and "Preparation for the Corporate" for the students of PG programme in collaboration with PUGO Training Dharwad on 21st August 2023 & 22nd August 2023 respectively</p>
<p>To organize Special lectures on Preparation for Competitive Examination</p>	<p>The Placement & Training Cell of the institution organized a special lecture on "Preparation for Competitive Examination" to develop employability skills among the students on 30/12/23</p>
<p>To conduct field visit</p>	<p>Industrial Tour committee organized one day field visit to "Ainapur Pedha" for the final students of UG Programme on 27/01/2024 and Elveety Industries Parle-G Unit for the students of PG programme on 16th Sept 2023 and Mishra Dhatu Nigam Ltd., Hyderabad on 05th March 2024 Both of these benefitted the students to gain practical exposure of industries.</p>
<p>To conduct Awareness Rally on Dengue</p>	<p>The NSS unit organized "Awareness Rally on Dengue" in the adopted village Badkundri during its NSS camp on 07/07/24. The students came to know the causes and remedies and their social responsibilities</p>
<p>13. Whether the AQAR was placed before statutory body?</p>	<p>Yes</p>
<ul style="list-style-type: none"> • Name of the statutory body 	

Name	Date of meeting(s)
Local Governing Body	30/10/2024

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2023-24	03/12/2024

15. Multidisciplinary / interdisciplinary

Shri.L.K.Khot College of Commerce Provides a holistic multidisciplinary educational environment. The Institution aims to attain the highest global standards in providing quality education. The following opportunities are available in the institution. Shri.L.K.Khot College of Commerce is one of the affiliated college of Rani Channamma University Belagavi. The institution offers both undergraduate Bachelor of Commerce Programme and Postgraduate Master of Commerce programme. Students after completion of 10+2 can join a commerce stream in the same campus. The institution offers flexible and innovative curricula that includes credit-based courses and project work. from the academic year 2020-2021 institution has Introduced credit-based course. The Commerce programme credit is, I year Certificate credit II Year diploma credit III Year degree credit IV Year PG credit. The institution offers multidisciplinary curricula that enables multidisciplinary and exit at end of I, II and III-Year undergraduate education. The University has made its compulsory to study SES/ AEC/OEC Subjects such as Digital Fluency, Environmental Studies, Health and Wellness, Yoga ,C-Programming concepts/ Pre-reform Indian Economy, Tourism and hospitality management, Sustainable development goals etc. In their regular curriculum as flexible and innovative curricula that includes creditbased courses towards the attainment of a holistic and multidisciplinary education.

16. Academic bank of credits (ABC):

The *Academic Bank of Credit (ABC)* is an initiative launched by the Government of India under the National Educational Policy (NEP) 2020. It aims to provide a centralized digital platform where students can store their academic credits earned through various courses and programs. The purpose of the ABC is to facilitate a flexible learning system, allowing students to accumulate credits over time from different institutions and courses, and later transfer or redeem them for completing a degree or certificate. 1. *Credit Accumulation*: Students can accumulate credits from

recognized institutions for various courses or programs they have completed. 2. ***Credit Transfer***: The system allows students to transfer credits across institutions and courses, promoting flexibility in the learning process. 3. ***Digital Platform***: It operates through a centralized digital platform where credits are stored and tracked securely. 4. ***Interdisciplinary Learning***: The system supports the flexibility to pursue interdisciplinary courses across different fields and institutions, enabling a more customized education. 5. ***Degree/Certification***: By accumulating a specified number of credits, students can earn degrees or certifications, making the process more modular and flexible. **Benefits:** - ***Flexibility***: Students can combine courses from different institutions and areas of study. - ***Mobility***: Easier transfer of credits if a student changes their institution or course. - ***Efficiency***: The system streamlines the process of credit accumulation, making education more student-centric and less rigid. **How It Works:** 1. ***Registration***: Students need to register in the ABC system, linking it with their academic records. 2. ***Accumulate Credits***: After completing a course or program, the credits are automatically added to their academic record in the system. 3. ***Track Progress***: Students can track the total credits earned and monitor their academic progress. 4. ***Final Degree***: Upon accumulating the required number of credits, students can apply for their degree or certificate. During the year 2023-24, 297 students of both UG and PG have registered for ABC

17.Skill development:

Skill development helps to build-up strong foundation for learners. Shri.L.K.Khot College of Commerce has taken the following steps to help students in becoming more skilled, as mentioned below: The Placement & Training Cell of the institution organizes the various programmes for students to update their skills by inviting the various experts. During the year, the IQAC initiated the Placement & Training Cell organized One Day Programme on the "Effective Communication & Public Speaking skills for the students of UG programme. It also conducted the "Preparation for Corporates" for the students of PG programmes. Apart from this, a special lecture on "Preparation for the Competitive Examination" was organized for the students.

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

Shri.L.K.Khot College of Commerce offer the undergraduate course in Kannada Hindi. The curriculum of these courses comprises foregrounding and shaping the relationship between

language and culture. In addition to the curricular prospects these depts. conduct several co-curricular programme that foster the dissemination of Indian culture, knowledge, traditions among the students at the college including singing competition and observation of "Sankranti Habba" organised in 2023-24 Shri L.K.Khot College of Commerce caters to students from diverse linguistic and economic bankground. To fulfil the learning needs and levels of these students, Faculty members of the college engage in a bilingual mode of lecture delivery every year. The various events and competitions are organised by the depts. Where students are encouraged to participate so that they learn more about the Indian language, Indian culture and their importance in Indian education system. Some of the events which have been organised during 2023-24 includes singing competition, speech competition and essay competition etc.

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

The courses offered by Shri.L.K.Khot College of Commerce are based on the curriculum by Rani Channamma University Balagavi. The institution empowers students to become a good citizen, teacher, entrepreneurs, soldiers, chartered Accountant, Cost Accountant, Management Accountant Financial Accountant, Tax Consultants and company Secretary with motivation. Some of the common outcomes outlined for the programmes of study offered at Shri.L.K.Khot College of Commerce are knowledge acquisition, analytical skills, application of knowledge and problem solving etc. Our college organises few academic events such as seminars and group discussions to provide interactive plat from for knowledge acquisition. students are also encouraged to access eresources which are available in the library. One of the objectives of NEP 2020 is the transformation of concepts in the practice. Someof the new initiatives have bee taken by the college in this direction are as follows: Creating a learner centric environment, focus on students understanding of the outcomes of the course, facilitating academic and problem solving skill based discussions conducted in the class Mentoring and continuous assessments of learners - Mentor mentee meetings conducted on regular basis to address several problems of students Encouraging application of knowledge for solutions - students were sensitised towards the sustainable environmental goals through the classes taken as a part of their curriculum under environment studies course.

20.Distance education/online education:

ODL (Open and distance learning) is a system of education where in teachers and learners need not to be present either at same place

or same time and is flexible in regard to modalities and times of teaching and learning. It aims to offer opportunities for life long learning. In an attempt to develop the use of technological tools for teaching learning activities, the college has taken the following initiatives Laptops and desk tops are provided to faculty members. Faculty members have their own youtube channels. Established e-resource center for students · Highspeed internet facility Subscription for the national library and information services infrastructure for scholarly content (N-list) e-shodh Sindhu, consortium, INFLIBNET center which provides access to e- resources to students and faculty members. The institution has provided computer lab facilities to the students whom soever required for academic and examination purpose. Students get the notes and study materials via WhatsApp group created by the institution

Extended Profile

1.Programme

1.1	77
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	297
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	75
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	141
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Number of outgoing/ final year students during the year		
File Description	Documents	
Data Template	View File	
3.Academic		
3.1	08	
Number of full time teachers during the year		
File Description	Documents	
Data Template	View File	
3.2	09	
Number of sanctioned posts during the year		
File Description	Documents	
Data Template	View File	
4.Institution		
4.1	06	
Total number of Classrooms and Seminar halls		
4.2	12.04	
Total expenditure excluding salary during the year (INR in lakhs)		
4.3	52	
Total number of computers on campus for academic purposes		
Part B		
CURRICULAR ASPECTS		
1.1 - Curricular Planning and Implementation		
1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process		
<p>S.D.V.S Sangh's Shri L. K. Khot College of Commerce, Sankeshwar is affiliated to Rani Channamma University, Belagavi. Presently our college is engaging two programmes in commerce, UG and PG. The syllabus designed by the university is being implemented. Programme</p>		

wise complete work load is calculated per semester in the staff council meetings and allotted to the faculty members. For the effective delivery of the curriculum, concerned faculty member collects the relevant syllabus and prepares his/ her course and tries to complete the syllabus within the allotted time schedule, extra classes are conducted for incomplete syllabus. Separate timetables for UG and PG are prepared by the relevant committees and circulated among the teaching faculty and students. Teaching-learning activities are recorded on daily basis by the faculty members in their respective academic work dairies along with conspectus. Teaching action plan is prepared by each faculty member and duly signed by the head of the institution at the end of each month. Regular staff council meetings are conducted for the smooth functioning of teaching learning process.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

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

The University publishes and circulates the calendar of events before the beginning of every semester. The institution adheres to the same and makes provision for curricular, co-curricular and extra-curricular activities. The continuous internal evaluation at the institutional level is restricted to the conduct of two tests, one home assignments and seminars. The first test is conducted after eight weeks from the date of commencement of the semester and second test is conducted after four weeks from the completion of first test. If there are any laxities, same is discussed in the staff council meetings and necessary measures are taken by the head of the institution.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in following activities related to curriculum

B. Any 3 of the above

development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

01

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

02

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

93

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

The "Organizational Behaviour" course for M. Com third semester makes students learn the behaviour of people as an individual and as a team. It includes managing relations, communication and sharing of information, leadership, motivation and change management within an organization and how the organisation grows with a conducive atmosphere of employee relations.

The course "Corporate Ethics and Governance" for M. Com fourth semester familiarizes the students with the knowledge of ethics, emerging trends in corporate governance practices in Indian context. It includes ethical theories, managing ethical dilemmas in business and corporate governance.

The course "Environmental Studies" for second semester B. Com addresses the environment and sustainability. It deals with various ecosystems, Natural Resources, Conservation of Biodiversity, Environmental Pollution, Policies & Practices as well as human communities - resettlement, disaster management, movements and environmental ethics.

"Sustainable Development Goals" (OEC) course for second semester

B.Com deals with how to develop without harming/affecting the environment. The subject helps the students to understand the concept of sustainable development and identify major challenges. Students will become aware of their social responsibility and will be able to discuss the advantages and disadvantages of instruments of sustainable development which will able them to evaluate the sustainable development goals and their achievement.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

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

02

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	View File

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

140

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni

B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	Nil
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	View File

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

C. Feedback collected and analyzed

File Description	Documents
Upload any additional information	View File
URL for feedback report	Nil

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

95

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

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

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

84

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

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The institution identifies the slow learners and advance learners based on their performance in the previous examination. The advance learners are those who have scored more than seventy-five per cent of marks and those who have secured less than fifty-five per cent of marks are considered as slow learners. In the staff council meeting, the strategies are formulated to cater the needs of both the diversified students. Accordingly, the faculty members act to fulfil their needs.

For Advance learners:

- A separate set of books is provided to the advance learners for their home reference throughout the semester in addition to the weekly borrowing facility.
- They are encouraged to participate in inter-collegiate competitions which has brought laurel to the institute.
- They are awarded with cash prizes and special cash prizes are given to the centum scorers in certain subjects by the concerned faculty members.
- They are motivated to make use of digital library.

For slow learners:

- A special care is taken to slow learners during the course of mentoring by the mentor.
- In order to enhance their confidence level, certain technical courses are taught in the regional language to some extent in the class which has an improvement on their learning.
- Institution has a provision to do additional practical labs under the supervision of the computer faculty member.
- The library has DVDs relating to the enhancement of their communication skills.
- Economically poor meritorious students are sanctioned with fee concession by the institute.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

Number of Students	Number of Teachers
297	8

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The institution always encourages the students' centric methods such as experiential learning, participative learning and problem solving methodologies. In UG programme, there is no mandatory of project work. In spite of this, the faculty members motivate the students to have blended learning. The institution puts together sincere efforts to get the permission of industries for the purpose of visit. These tours enable the students to understand the process of manufacturing units and diverse cultural heritages. Apart from this, field visits are organized indigenously to understand the importance of vocal for local. The students have visited the following local units:

There is compulsory course as project work for the fourth semester of PG programme. Each faculty member is allotted with three to four

students depending upon the strength of the batch. The students can select any organization for the purpose of study. At the end of semester, they submit project reports and an assessment of the same are carried and performance is reported to the university. The submitted copies of the projects reports are preserved by the PG section. The students can also select either case study or problem solving methodologies.

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

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

The development of ICT has brought radical changes in all the fields and teaching-learning process is not an exception. The use of ICT by the faculty members of the institution creates a competitive edge in them. The IQAC of the institution makes incessant efforts in the implementation of ICT in teaching learning process.

The institution has well established computer lab with internet facility. There are twenty-five computers available in the computer lab for the use of the students. Digital library is set up in the library for the easy access to students. It has five ICT enabled smart class rooms which make teaching learning process as effective. The library of the institution has subscribed to N-list programme which provides for free access to e-books, e-journals etc. Every teacher is provided with computer with internet for the preparation as well as for research publication. The institution provides provision to students to take printouts. The teachers also use online platform like goole meet, zoom, google clalssroom for dessionimation of syllabus etc

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)**2.3.3.1 - Number of mentors**

7

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality**2.4.1 - Number of full time teachers against sanctioned posts during the year**

9

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)**2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year**

3

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super speciality / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)**2.4.3.1 - Total experience of full-time teachers**

8

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The institution forms a committee known as Examination under the co-ordinatorship of senior faculty member and assisted by two faculty members. Its responsibility is to purchase the stationery required for conducting the examination, notifying the time table of internal assessment (Test) to the students and conducts the assessment. It prints the question paper in house. The conduct of internal examination at the institutional level is restricted to one home assignment, two internal assessments and seminar and filed work as per the requirement of NEP for UG course. The students are notified with time-table of internal assessment well in advance and provided with sufficient time for preparation. It also circulates notice to the faculty members to set the question papers.

Once the assessment is over, the faculty members evaluate the answer scripts of their respective courses. The students are given the answer scripts to ascertain their score and their signatures are obtained on the scripts. At the end of each semester, the students' signatures are obtained on the internal assessment sheet.

This ensures that the internal assessment is transparent and robust in terms frequency and mode.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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

The institution attends the grievances related to internal and external examination with utmost care and urgency.

External examination:

- The examination fee payment notice is notified in the student portal of UUCMS app of the university.
- The discrepancies relating to the marks secured by the students in the various courses are addressed through the revaluation, re-totaling process. The institution acts as liaison between the students and university.
- A time bound redressal mechanism is suggested by Rani Channamma University, Belagavi soon after announcing results in student portal. There is provision to get the photocopies of answer scripts of students after paying the prescribed fees.
- The institution receives demand for additional half an hour to write due to their visually challenge if any. If there are any visually challenged students, extra half an hour is provided to them with due approval from the university.

Internal Examination:

- The grievances related to internal examination are addressed by the faculty members during the time of distribution of evaluated answer scripts of the students.
- The internal examination committee receives the grievances from students due to ill health, to attend competitive examination etc., and forwarded to the head of the institution. With due consent from the principal, such students are allowed to attend examination separately.

If the students are unable to attend the examination due to their association with NCC, NSS, Scouts & Guides and sports activities students are permitted to write the examination with the prior approval by the head of the institution

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

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

The outcome of the programme provides a perfect future path to the learners. This helps them to attain their objectives. The institution being an affiliated institution strictly adheres to the implementation. The university publishes the syllabus on its website. After the allotment of the course (subject) to the teachers, the concerned faculty members prepare the course outcomes. These course outcomes are discussed in the meeting of the IQAC. Based on the outcomes of the various courses, the IQAC prepares programmes outcomes separately for UG and PG programmes. The same is communicated to the all the faculty members in the staff council meeting. The PO, CO and PSO are uploaded on the website of the institution. All the stakeholders can access to the website of the institution.

A learner should know the outcome of the course and programme. In this regard, the course outcomes are communicated to the students in the classes at the time of commencement. The institution prepares handbook which are distributed to each students. The handbook provides the outcomes of the courses which they study for a particular year. A display board of PO, PSO and CO is put up in each classroom to ensure the same. The students can also access to the institutional website to ascertain the outcomes.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://slkkcc.edu.in/SlkkccFiles/PO%20PSO%20CO%202023-24.pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

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

The POs, PSOs and Cos are communicated to both faculty members and students. The outcome based education results into enrichment of skills and knowledge. The institution evaluates the attainment of POs, PSOs and Cos in two ways viz direct and indirect. The direct evaluation is made by the institution based on the performance of the students in the internal assessment and home assignment. Each teacher motivates the students to excel in the assessment. In PG programme, there is compulsory preparation of project report.

Students of PG programme are allowed to select an organization or a case study. The evaluation of this is communicated to the university. This bridges the gap between theory and practice. Though, the project work is not mandatory for UG programme, the institution organizes field visits, students' project work in computer subject and industrial tours to impart the exposure of business ventures and designing of web.

The indirect method of attainment is reflected by the performance of students in the final examination, students' progression towards higher education and joining professional courses. The passing percentage of the institution both at UG and PG is on increasing trend. Many of our students are progressed to peruse their higher education in commerce and management. They have also registered for CA articleship. One of our students has bagged gold medal in the course of Secretarial Practice for the first semester of B. Com programme.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

128

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

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

<https://www.slkkcc.edu.in/SlkkccFiles/SSS%202023-24.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	View File

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

3.1.2.1 - Number of teachers recognized as research guides

0

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

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

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

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

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

The institution has making incessant efforts for creation of ecosystem for innovation and transfer of knowledge. The institution provides e resource centre at the library which provides free access to the students. It also organizes special lectures on creation of Entrepreneurship Awareness . It also invites the experts from various fields who share their expertise and motivate the students to undertake entrepreneurship. The project work is mandatory for PG as well as UG programme. They will undertake problem who will study throughout the last semester. This enables them to learn the problems of industries and find solutions. The institution has MoUs with the various agencies which in turn benefits the students in preparing themselves for future job world. The library of the institution has subscribed to Inflibnet which provides for the transfer of knowledge. It has also computerized its library services and prepared the QR codes.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

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

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

01

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

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

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

0

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	No File Uploaded

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

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

11

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

01

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

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

The NSS and NCC units of our institution have been actively engaged in organizing a variety of extension activities within our neighborhood community. These initiatives aim to sensitize students on pressing social issues, fostering holistic development. Activities include commemorating significant events such as Anti-Tobacco Day, World Anti-Terrorism Day, and Constitution Day Celebration. Additionally, efforts are made towards community welfare through initiatives like Swachh Bharat Abhiyan, Blood Donation Camps, and Eye and Dental Camps. Moreover, the units actively participate in National NSS Day, Voters Awareness Rally, NCC Day Celebration, and Gandhi Jayanti (Swachh Bharat Abhiyan), marking pivotal moments in our national and social calendar. Such multifaceted engagements enable students to cultivate a spirit of social responsibility and service, significantly to their holistic development. Through active participation in these activities, students not only enhance their awareness of social issues but also develop essential life skills and values, ensuring their well-rounded growth and contribution to society.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

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

5

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

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

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

23

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

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

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

1334

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration**3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year****3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year**

01

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

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

01

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

INFRASTRUCTURE AND LEARNING RESOURCES**4.1 - Physical Facilities**

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

The campus is spread over 4.15 Acres. The Institution's existing infrastructure facilities are utilized both for conducting theory and practical classes. The main building has 07 Classrooms, Auditorium, well equipped 1 computer lab. The existing facilities

available in our institution to enhance teaching and learning programme are listed below: Classrooms equipped with ICT. Audio podium in every classroom. Internet connection in the library, computer lab, staffroom, office. E-resource centre at library. Subscription of journals. Installation of Wi-Fi facility. E-Lib library management software. N-LIST facility is available for students and faculty members. The details of the infrastructural facilities are as follows:

Sl No 1. Physical Facility Dimension in feet Location Lecture Hall No. 1,2,3, 40x25 I Floor Used for ICT Enabled theory Classes.

Sl No 2. Lecture Hall No. 4,7 20x25 I Floor Used for ICT Enabled theory Classes for M. Com

Sl No 3. Computer Lab 20x25 I Floor Used for computer Application practical and ICT Learning resource.

Sl No 4. Auditorium 64.7x34.11 I Floor ICT Enabled, used for Academic and Cultural events purpose.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

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

The gymkhana chairman effectively nurtures the sports potential of the students by strategic efforts and mentoring. Students are motivated to participate in cultural and sports activities to enrich their extra- and co-curricular knowledge. The institute has a spacious play ground with area of 400mtrs standard track. Facilities are provided for outdoor games like Net ball, Volleyball, Basketball, Kabaddi, Tennis, Throw ball and Handball. The ground is used for both track events and field events. The outdoor games such as volley ball, basketball, throw ball, kabaddi, cricket, Football etc. are used by the students. Institute has got a dedicated yoga room. Institute has well equipped gymnasium for students and staff. The Chairman of gymkhana committee motivates the students through proper guidance regarding diet routine. The institute has a well-

equipped gym centre which includes the latest equipment Prof. M S Kamble member of gymkhana committee is in charge of multi gym unit. International Yoga Day is observed at the playground. At the beginning of the academic year, different committees are formed, including the faculty and class representatives who coordinate and monitor various cultural events.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

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

06

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.slkkcc.edu.in/SlkkccFiles/agardocs/2023-24/4.1.3.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

1.70

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

Fully Version: 16.2, Year of Automation: 2016 The library has a spacious reading hall, Digital Library and a separate rack area. It operates under the Open Access System. Internet, scanning and photocopying facilities are available. ILMS e-Lib Software Modules
Circulation: e-Lib is used for circulation, by using two computer terminals for the purpose of transactions, issue and return of library resources and to get user statistics. **Technical Section:** The technical processing of library materials, books and periodicals, preparation of barcode is done at the technical section by using e-Lib.

Cataloguing: Cataloguing of books is done through e-Lib software, data input is entered using MARC format, fixing of Barcode label and other processing works is done in the technical section.

Acquisition: Acquisition of books is processed through e-Lib software. OPAC is available for students and staff. Digital Library has ten systems with internet and LAN. "e Lib" is a user-friendly software, for various library usage. e-Lib - Library Management System is for managing the enormity of the library effectively is a client-server application. e-Lib provides the admin the right of control on all users.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the

A. Any 4 or more of the above

following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

3.68

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

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

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

50

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

Institution ensures an extensive use of ICT resources by providing

adequate access to computers and the internet to its students and faculty. The King Broadband internet is installed in computer lab and Digital library. Faculty members are provided with a PC and a printer to carry out the work The campus is under CCTV surveillance. Earlier there were 20 CCTV cameras there is one set of DVR. All class rooms, lab and Auditorium Hall are ICT enabled. All class rooms, lab and Auditorium Hall are ICT enabled. They are used till date. The auditorium hall has a quality sound system. Huge amount of study materials in the form of PDFs, ebooks, videos, audios, presentations, word files, etc., are available at library and provided to the students. New information in the form of PDF, Word files, Videos, Audios, Biographies are added and the study material is updated from time to time. The Institution's website is maintained and upgraded regularly. It has different portals with the latest updates. All the computer systems are maintained and upgraded regularly.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.3.2 - Number of Computers

52

File Description	Documents
Upload any additional information	View File
List of Computers	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure**4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)****4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)**

5.64

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

At the beginning of the academic year, the head of the institution presents requirement of physical, academic, and support facilities to the college governing body for approval and implementation. Maintenance of physical facilities. The technical & IT infrastructure facilities are maintained by the management to ensure protection for students and staff, 20 CCTV surveillance cameras have been installed the use of ICT facilities for the learning process is recorded in the logbook. Students are instructed to follow the rules and regulations strictly while operating computer systems to avoid failure due to improper usage. Sports: The institute has 400mtrs standard track for various sports events. Sports equipment's as well as fitness related equipment's are made available for all these games to the students. The institution has separate hostels for girl and boys. The hostel supervision is made by the Wardens of the hostel. Housekeeping staff are allotted to maintain the cleanliness and hygiene of hostel. One sanitary pad vending machine is also kept. The warden allots rooms for selected students.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION	
5.1 - Student Support	
5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year	
5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year	
142	
File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File
5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year	
5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year	
05	
File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File
5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	B. 3 of the above

File Description	Documents
Link to Institutional website	https://www.slkkcc.edu.in/SlkkccFiles/agardocs/2023-24/5.1.3 Final capacity23-24.pdf
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

160

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

160

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

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

03

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

17

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

02

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

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

0

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

During the academic year the institution has facilitated its students to represent in various administrative, co-curricular and extracurricular activities. The final year students represent in

quality initiative activities of the institute through IQAC. The students are members of various committees along with teaching and non-teaching staff. They represent in NCC, NSS, Scout & Guide, Cultural, Gymkhana, Women Empowerment Cell and Outreach Programmes. Students participate in planning and organizing events and activities of the specific committee. Students engage in conducting cultural events such as Freshers' Day, Annual Days etc.

File Description	Documents
Paste link for additional information	https://www.slkkcc.edu.in/SlkkccFiles/agardocs/2023-24/5.3.2_Final_Students_represent.pdf
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

05

File Description	Documents
Report of the event	View File
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template)	View File

5.4 - Alumni Engagement

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

The Alumni Association of the Institute has been registered on 17-01-2017 with the registration number DRL/BGM/SOR/1048/2016-17. All students studying in the final year of B.Com and M. Com programmes pay association fee of Rs.100 and will become the members after their completion of the final year.

The Alumni Association conducts meeting annually to discuss the matters of institution's growth and strengthening of facilities. It conducts meetings annually and provides valuable suggestions that would help strengthen the efforts to meet the defined goals of the institution. The association is significantly contributing to the development of the institution through financial and non financial support. The total financial contribution from Alumni during 2023-24 is Rs.15, 000.00.

File Description	Documents
Paste link for additional information	https://www.slkkcc.edu.in/SlkkccFiles/agardocs/2023-24/5.4.1_Alumni.pdf
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

The governance of the institution is reflective of and in tune with the vision and mission of the institution Vision "Enhancing Quality and Value based education in Commerce and Business "Shri L K Khot of Commerce is a premier institute providing commerce education for more than five decades. The vision statement represents the institute's strong tendency towards enhancing quality education in commerce and business. The institution Organised soft skill training in association with PUGO Trainings , Dharwad. Mission to bring Excellency in Pedagogy and empower students with career oriented and skill-based education to create the sensible leaders of the society. The Institution organised one day Workshop On Future Prospects of AI (Artificial Inteligence) for students. The institution conducted certificate course on cake making in order to create entrepreneurship awareness among students and self defence certificate course to instil confidence and courage among students. The mission statement ensures students of the institute to get

career oriented and skill-based education that instils enough confidence among students to secure better jobs and to become sensible leaders of the society. The institute has strong platform to develop entrepreneurial skills in students. The implementation of New Education Policy 2020 by the university has given scope for students to adapt changing global scenario. Environment awareness programmes such as Tree plantation, waste management and cleaning of river sensitized the students towards sustainable ecological development. The institute is providing value-based education through theoretical and practical education.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

SDVS Sangh's Shri. L. K. Khot College of Commerce Sankeshwar, runs both UG and PG programmes functions in compliance with the directions given by UGC, MHRD, Government of Karnataka and Rani Channamma University, Belagavi to which it is permanently affiliated. The college ensures decentralized and participatory governance by incorporating all its staff members.

Case study: the institute conducted certificate courses and it was discussed in the local governing body meeting no. 01 resolution no.05 Dated 31-10-2023, the LGB approved to conduct certificate courses. Participatory role of the management encourages the involvement of the staff for efficient running of the institution. The institution promotes decentralized and participative management practices. There are primary three bodies functioning in the institute such as Local Governing Body, Internal Quality Assurance Cell and staff council. These bodies take care of overall planning and execution of the institution's academic activities. The institute's IQAC formulates quality policies and guide various committees and cells of the institute.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Plan2021–2026

1. To provide multiple programme options to students
2. More Certificate Courses haveto be introduced.
3. The institution shall enter in to MOUs and collaborations with other institutes
4. Faculty shall be motivated to engage in research activities
5. Faculty development programmes shall be organized
6. Legal Awareness Programmes shall be organized
7. Student progression to higher studies shall be promoted
8. Workshops on competitive exams shall be organized
9. Student exchange / Faculty exchange programmes shall be organized
10. Guest lecturers shall be organized
11. Environmental Awareness programmes shall be organized
12. Extension programmes shall be organized
13. Faculty shall be motivated to organise Seminars/ Webinars
14. Gender sensitization programmes shall be organized
15. To add more ICT facilities

The Institution organised one day Workshop On Future Prospects of AI (Artificial Intelligence) for students. The institution conducted

certificate course on cake making in order to create entrepreneurship awareness among students and self defence certificate course to instil confidence and courage among students. The institution organised menstrual cycle awareness programme in association with HLL Kanagala for girls. The institution Organised soft skill training in association with PUGO Trainings , Dharwad.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	View File

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

- **Administrative Setup:** SDVS Sangh's Shri. L. K. Khot College of Commerce has a well-organised structure to carry out administration. It has a five-tier organogram structure.
- **Board of Management:** SDVS Sangh's Board of management is comprised of president, vice-president, secretary, Administrator and members of the Board of management.
- **Local Governing Body:** It is comprised of few members from the Board of Management SDVS. Sang, the principal and a staff representative.
- **Principal:** The principal is the academic and administrative leader of the institution who strives for the overall development of the institution.
- **IQAC:** It was established in the year 2004. It is actively working towards academic excellence. It is planning, guiding and monitoring quality enhancement activities of the institute.
- **Staff Council:** It is composed of teaching and non-teaching staff along with student representatives which ensure efficient performance of academic and administrative tasks
- **Appointment:** The appointment rules for the teaching staff areas per government order along with the eligibility criteria prescribed by the UGC that for the non-teaching is as per
- **Service Rules and procedure:** Service rules and procedures are guided by the Rani Channamma University Belagavi and the rules of the state Government.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	https://www.slkkcc.edu.in/SlkkccFiles/agardocs/2023-24/Organogram.pdf
Upload any additional information	View File

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user inter faces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

SDVS Sangh's Shri L.K. Khot College of Commerce, Sankeshwar providesthe following welfare measures to all teaching and non-teachingstaff to promote the efficiency and also for the development of theinstitution

- BTCC Provides loans up to 8 lakhs to its members for home construction, purchase of vehicles, wedding, medical treatment etc.
- Institution provides maternity and paternity leave facilitiesto the female and male staff respectively as per government rules.
- Financial support to staff with duty leaves to attend workshops, seminars, conferences, etc.
- Provision of duty leaves to attend refresher courses orientation programmes short-term courses /FDP/ guest

lectures.

- The institution has separate boys' and girls' hostels with mess facilities where in the staff can have food at fair price.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

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

02

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

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

0

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

The institute has made provision to evaluate the performances of both teaching and non-teaching staff regularly so that their efficiency in executing the responsibilities shall be improved.

1. For Teaching Staff: The institution has an effective Performances Appraisal System for teaching staff. The

studentfeedback on Teacher is taken on 04-point scale. The collected feedback is analyzed and outcome is excellent.

2. For Non-Teaching Staff: The principal and the management evaluate the performance of non-teaching staff. Every year the management collects confidential report of non-teaching staff from the principal. The Local Governing Body evaluates performance of the teaching and non-teaching staff.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The institution manages financial transactions transparently which are in accordance with the statutory bodies such as Government of Karnataka and University Grants Commission. The office accountant records all financial transactions pertaining to academic and administrative expenses. He maintains cashbook, ledger and voucher files. The institute uses two types of audits as follows:

1. Internal Audit: The internal audit is conducted by the local Governing Body. It verifies accounts in its meetings by seeking clarifications from the accountants and the principal. One-to-one interactions between the audit team, the accountant, the principal and the LGB, sorts out the audit objections if any.

2. External Audit: Internal Audit is conducted every year by the management appointed auditing firm "M/s P. G. Ghali & Co. Chartered Accountants". At the end of every financial year institution's accountant prepares receipts and payments account. All necessary financial documents are submitted to the auditors who prepare balance sheet and performs annual audit.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)**6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)**

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

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

SDVS Sangh's Shri.L.K.Khot College of Commerce is affiliated to RaniChannamma University Belagavi. It is recognized by UGC under 2(F)and 12(b). It receives funds from government of Karnataka and other agencies salary grant is received from the Government for aided staff only. The college also runs PG program on self-financed basis.It is managed from the fees collected from the students. The financial sources of the institute are as follow.

1.The unaided salary is received from the management i.e. SDVS. Sangh.

2. The institution receives tuition and other fees collected from students.

3. The development fund is received from SDVS Sangh.

4. Examination grant is received from the affiliating University.

5. The NSS regular activities and special camp grant is received from RCU.

The institution has effective mechanism to monitor effective use of available financial resources for conducting academic and administrative activities by preparing budget at the beginning of the year.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5 - Internal Quality Assurance System

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

IQAC of the institute has been contributing significantly so that the quality assurance and processes are institutionalized. The feedback mechanisms and staff appraisal system and examinations are the integral part of assessing the quality of teaching and learning processes.

Practice -1 ICT Enabled Teaching

The institute has encouraged ICT enabled teaching and learning methods which help in effective delivery of the curriculum. The teachers imbibe the modern techniques. The Institution organised one day Workshop On Future Prospects of AI (Artificial Intelligence) for students.

Practice -2 Institutional Social Responsibilities

The Institute has institutionalized its social responsibilities through NSS and NCC units. These units' numerous activities viz, Streets, temples, cleaning of river bank, voters awareness programmes, swachh bharaat abhiyan, health check-up, veterinary camp, blood donation camp, Aids Awareness Rally, Constitution Awareness Rally. The institution organised tree plantation programme. They have organised special lectures. These units develop discipline and patriotism and leadership qualities among them.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

incremental improvement in various activities

- **Feedback Mechanism**

The IQAC of the institute has set up feedback mechanism so that it can gather inputs from the stake holders for reviewing improvements made in Quality administrative and academic operations

- **Continuous Internal Evaluation (CIE):** The learning outcomes are assessed through two internal tests (during 8th and 12th weeks) and one assignment per semester
- **Semester End Examination:** The semester end examination is Conducted as per university schedule
- **Inspection by University:** the Local Inspection Committee of Rani Chanamma University Belagavi visits the institute on fixed schedule, verifies academic setups, and then recommends improvements to be made.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://www.slkkcc.edu.in/SlkkccFiles/IOAC%20Proceedings.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Our institution believes in principle of equity. Equal opportunities are provided to all individuals irrespective of gender, caste, religion & language. The institution organizes gender equity programs to provide information about women rights. Guest speakers from prominent fields are invited to speak on the topics which highlight the importance & contribution of women in the society.

(a) Safety and Security-

Separate hostels facility is provided for both men & women. CCTV cameras are installed in the institution premises.

(b) Counseling

Students are encouraged to join NCC, NSS & participate in co-curricular activities. Office staff guide all the students while filling their examination forms, scholarship etc.

(c) Common rooms

Separate common room facility is provided for the girl students with 5 washrooms. Sanitary napkin vending machine is installed in common room as well as girls' hostel. Inclinator is installed in washrooms to burn used napkins Information:

- Cake making Certificate course was conducted for B.Com & M.Com Students. Course was commenced from 14/08/2023 and 43 students

participated in this course.

- Self Defense Certificate course was conducted for B.Com students. Course was commenced from 10/09/2023 and 49 students participated in this course.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://www.slkkcc.edu.in/SlkkccFiles/agardocs/2023-24/7.1.1.pdf

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

B. Any 3 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

The following facilities are available in the institution for the management of degradable and non-degradable waste:

- Solid waste management : The college minimizes the usage of paper by using technology like E-mail, WhatsApp etc. the solid wastes like plywood, window frames etc. are disposed of to the authorized person. Dustbin are placed in the classroom as well as in the corridor. The use of plastic is banned within the campus.
- E-waste management: The e-Waste is disposed to the authorized persons as per instructions of the management. The computer and other electronic devices periodic maintenance is done for minimal e-waste generation.

- **Liquid waste management:** All types of liquid waste pass away through trenchers. Waste recycling system- the garden waste is collected and dumped in pits. The sanitary pad destruction machine is installed in the ladies' common room for the processing of sanitary napkin waste.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles
3. Pedestrian-friendly pathways
4. Ban on use of plastic
5. Landscaping

D. Any 1 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following
1.Green audit 2. Energy audit
3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

D. Any 1 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

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

Institution provides an inclusive environment for every one with tolerance and harmony to words cultural, regional, linguistic, communal social economic and other diversities

- Independence Day is celebrated which signifies on patriotism awareness of the rich heritage of our country.
- The college magazine publishes articles in 3 languages- English, Hindi & Kannada
- The college always encourages the students to participate in different programmes organized by our institution, inter college and the university
- Curriculum also permits the students to choose their interested languages.
- Karnataka Rajyotsav is celebrated every year.
- For social and religious harmony, every year the institute celebrates Kanakadas Jayanti, Valmiki Jayanti, Dr. B.R. Ambedkar Jayanti etc.
- The students of our college attend the NSS and NCC Camps and organize

various social and environment awareness programmes.

• Commemorative days Karnataka Rajyotsav day, Valmiki jayanti, Basaveshar jayanti etc. are celebrated in the Institute, this establishes positive interaction

among the people of the different cultural background.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	No File Uploaded

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

The various activities in the institution for inculcating value for being responsible citizens are as follows.

1. SDVS SLKKCC is permanently affiliated to RCUB. RCU has introduced a course on Indian constitutions to acquaint students with constitutional obligations. IC a course helps students to gain knowledge about different aspects Indian citizenship, preamble etc.
2. Indian Constitution Day is observed on 26th Nov every year to create awareness about our Indian constitution.
3. Institution has initiated to enroll names of students above 18 years age for enrolling in voters list.
4. National Voters Day (20-12-2023), by conducting rally by NCC students to promote the democratic values by creating awareness about election, value of voting, responsibility towards national integration and sovereignty.
5. Vivekananda Jayantotsava(12/01/2024), Kanakadas Jayanti, Valmiki Jayanti, Ambedkar Jayanti are celebrated meaningfully to develop awareness about the duty, rights towards nationality and respect towards Indian constitution.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://www.slkkcc.edu.in/SlkkccFiles/agardocs/2023-24/7.1.9.pdf
Any other relevant information	Nil

<p>7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff</p> <p>4. Annual awareness programmes on Code of Conduct are organized</p>	<p>D. Any 1 of the above</p>
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File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	View File

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

Our Institution celebrate different commemorative days like :

- Independence day on 15 August 2023
- Gandhi Jayanti on 02 October 2023
- Valamiki Jayanti on 28 October 2023
- Karnataka Rajyotsav on 1 November 2023
- Constitution Day on 26 November 2023
- Kanakdas Jayanti on 30 November 2023
- Dr.B.R. Ambedkar Jayanti on 14 April 2024
- Basaweshwar Jayanti on 10 May 2024

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

Best Practice -1

"Social Service"

Objectives

1. To render social service to the society.
2. To create a bonding between institute and society.

Context:

The Sankeshwar is surrounded by several villages with primary occupation of farming and dairy.

The practice:

The "Social Service" is planned and implemented through NSS and NCC cells etc.

Evidence of success

The above elaborated practice has contributed to the increase of greenery in villages, improvement in hygiene and health, knowledge about legal affairs and social evils. Problems encountered The institute sometime faces difficulty in assigning medical officers and resource persons form the practice due to their prior commitments.

Best Practice- 02

"Top Ten System"

Objectives

1. To recognise the top performing students.
2. To encourage furtherance of their achievements.

Context:

The institute's student intake majorly comes from rural areas as Sankeshwar town is surrounded by several villages.

The practice:

Every year top ten students are selected from B. Com I, II and III year batches by considering their previous academic performances.

Evidence of success

The practice enhanced the performance level of the students those are in the list of Top ten. Problems encountered

This issue is managed by adding study resources as per the necessity.

File Description	Documents
Best practices in the Institutional website	https://www.slkkcc.edu.in/SlkkccFiles/aqardocs/2023-24/7.2.1.pdf
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

SDVS Sangh's Shri L. K. Khot College of Commerce is one of the premier institutions of Shri SDVS Sangh's Sankeshwar. The institute had reaccredited at 'B' level by NAAC in 4th Cycle. Institution has introduced many schemes to promote welfare of students.

During 2018-2019 institution has introduced Post Graduate M. Com in commerce which helps students up to complete their higher education most of the students were availed benefit from this programme.

During 2022 QCL Certification Pvt. Ltd New Delhi has certified quality management system of SDVS Sangh's Shri L.K.Khot College of Commerce, Sankeshwar. QCL has been assessed and found conform to the requirement of ISO 9001:2015 for the scope of providing services of B. Com, M. Com and certificate courses.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

The institution plan through the IQAC the following actions for the academic year 2024-25

Organizing workshop of Intellectual property Rights, Research Methodology and Entrepreneurship Awareness Programme

Gender sensitization programmes

Conduct of Extension activities.

Increasing the Memorandum of Understanding with the various agencies

Faculty Development Programmes