YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1. Name of the Institution KCG COLLEGE OF TECHNOLOGY

- Name of the Head of the institution   Dr. P. Deiva Sundari

- Designation   Principal

- Does the institution function from its own campus?   Yes

- Phone no./Alternate phone no.   04428389001

- Mobile no   9600075082

- Registered e-mail   principal@kcgcollege.com

- Alternate e-mail   director@kcgcollege.com

- Address   KCG College of Technology, KCG Nagar, Old Mahabalipuram Road, Karapakkam, Chennai 6000097.

- City/Town   Chennai

- State/UT   Tamil Nadu

- Pin Code   600097

2. Institutional status

- Affiliated /Constituent   Affiliated

- Type of Institution   Co-education

- Location   Urban

- Financial Status   **Self-financing**

- Name of the Affiliating University   **Anna University Chennai**
- Name of the IQAC Coordinator   **Dr. E. Edward Kennedy**
- Phone No.   **04428389001**
- Alternate phone No.   **8939933031**
- Mobile   **9894280100**
- IQAC e-mail address   **iqac@kcgcollege.com**
- Alternate Email address   **jose.anand.ece@kcgcollege.com**

3.Website address (Web link of the AQAR (Previous Academic Year)

chrome-extension://efaidnbmnnnibpcajpcglclefindmkaj/https://kcgcollege.ac.in/pdf/AQAR-2019-2020.pdf

4.Whether Academic Calendar prepared during the year?   **Yes**

- if yes, whether it is uploaded in the Institutional website Web link:

chrome-extension://efaidnbmnnnibpcajpcglclefindmkaj/https://kcgcollege.ac.in/pdf/academics/KCG-Calendar-Book-21-22.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**A+**	**3.34**	**2019**	**14/06/2019**	**13/06/2024**

6.Date of Establishment of IQAC   **08/02/2017**

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
Dr K VijayaRaja/Aero/Professor	External Research Grant	DRDO	2020 - 2 years	2305000
Dr. P. Deiva Sundari/EEE/Principal	AQIS-RPS	AICTE	2020 - 3 years	788000
Dr.P.Deiva Sundari/EEE/Principal	AQIS-STTP	AICTE	2020 - 18 days	300000
Dr. P. Deiva sundari/EEE/Principla	AQIS-FDP	AICTE	2021 - 14 days	442000
Dr. J. Frank Vijay,/IT/Professor	STTP	AICTE	2020 - 18 days	291000
Dr. J. Frank Vijay,/IT/Professor	SPDP	AICTE	2020 - 3 years	193000
Dr. Vignesh Kumar/Mech/Assistant Professor	Samridhi	AICTE	2021 - 1 year	110000
Dr. Deepa Jose/ECE/Associate Prof	AQIS-RPS	AICTE	2020 - 3 years	1556955
Dr. V. Thulasi Bai/ ECE/Professor	Online-FDP	ATAL-AICTE	2021 - 5 days	93000
Dr. R. Dhanalakshmi/CSE/Professor	Online-FDP	ATAL-AICTE	2021 - 5 days	93000
Dr. Shankar/ CSE/Professor	Online-FDP	ATAL-AICTE	2021 - 5 days	93000
Dr. Jaya/S&H	Seminar	National	2021 - 6	30000

		Commission for Women	months	
Dr. Deepa Jose/ECE/Associate Professor	Study Tour	ATAL-AICTE	2021 - 1 year	200000
Dr. Deepa Jose/ECE/Associate Professor	Distinguished Chair Professor	AICTE	2021 - 1 year	50000

8.Whether composition of IQAC as per latest NAAC guidelines　　**Yes**

- Upload latest notification of formation of IQAC　　[View File](#)

9.No. of IQAC meetings held during the year　　**2**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?　　**Yes**

- 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**

- If yes, mention the amount

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

• Initiated student support mechanisms for Higher education and Competitive exams • Around 60 faculty members were made familiar with Learning Management System (LMS) through in-house and external training (IIT) • The Lab audits were carried out to ensure that the laboratory facility is fully utilized and laboratory classes were conducted as per the curriculum • Faculty members were encouraged to publish more papers in indexed journals and the number of publication has increased proportionately • Expert members visited

the classes to conduct class visit evaluation for improving the course delivery.

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
Class Room observations on Teaching Learning	Feedback helped in improving the quality of teaching
Online Valuation for the Internal Assessments	Timely completion and the students were able to see the exam feed back even during the pandemic
Preparatory Coaching for competitive Examination	Special Coaching Classes for GATE conducted/More students enrolled to write the GATE Exams
Faculty members to undergo online courses on recent topics	Faculty enrolled in coursera, Mathworks etc and completed the courses

13.Whether the AQAR was placed before statutory body?   **Yes**

- Name of the statutory body

Name	Date of meeting(s)
Governing Council Meeting	19/12/2020

14.Whether institutional data submitted to AISHE

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/CSE/Professor				days
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- Name of the statutory body

Name	Date of meeting(s)
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Year	Date of Submission
2020-2021	19/03/2022

15.Multidisciplinary / interdisciplinary

As part of the curriculum, elective subjects and open elective subjects are studied by the students according to their interest in multidisciplinary subjects in the third and final year. These approaches to curriculum integration highlight the diverse perspectives that will improve the student's knowledge that can bring up to illustrate solutions to any problems from various disciplines. The institution focused on the needs of the students and conducted various value-added courses and short-term courses to enrich multidisciplinary knowledge. Through this interdisciplinary approach, the skills, attitudes and values will improve the learners' understanding of subjects and provide solutions through different perspectives with the help of allied courses. The association of various courses in a multidisciplinary scenario will lead to integrating knowledge information, perspectives and concepts in understanding a scenario or problems whose solutions are beyond the scope of their core discipline. Students were allowed to form multidisciplinary teams to participate in various projects, hackathons, and cultural competitions at national and international levels. This approach improves the concepts, practices and analytical framework of two or more disciplines that are integrated for finding solutions to various problems related to discipline. Thus the integrated team will be able to form a new field of study for solving higher-end problems pertaining to any discipline.

16. Academic bank of credits (ABC):

The academic bank of credits will be based on the guidelines of the Anna University

17. Skill development:

Students' professional objectives are shaped in large part through placement training. Every engineering student's desire is to be hired by a prominent company that comes to their campus for recruitment. Taking this significant factor into account, it is clear that students need the training to improve their employability abilities and get suitable jobs in many industries.

KCG tech under the banner of Hindustan Engineering Training Centre in association with the Tamil Nadu government got empanelled to conduct free training and placement for unemployed youth of Tamil Nadu. It was a landmark moment for us at KCG, we inaugurated a KCG Tech Skill Development Centre that will serve as the home to the Skill-oriented Courses in association with Tamil Nadu Skill Development Corporation. This program is aimed

at training candidates for the job of "Software Engineer" and "Web Developer" in the ''IT-ITeS'' Sector/Industry.

The importance of using Renewable sources of energy is getting more and more relevant to sustain Greener Environment and Pollution free atmosphere in urban areas. KCG College of Technology is a recognised training partner by National Skill Development Corporation (NSDC) and Skill Council for Green Jobs (SCGJ).

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

Teaching and learning of Indian languages are integrated with the education system, The faculties create online videos in Indian languages, which makes the students understand the concepts in an easier manner.

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

In OBE, the curriculum design, course delivery, assessment and performance are oriented towards the key outcome. Time can be varied based on the needs of students and teachers. Some students learn sooner and others take more time. All students can achieve any grade. The effectiveness of the assessment of the course outcomes is justified with the help of performance in Internal Assessment and Course End University Examination. The Internal Assessment includes Unit Tests, Assignments and Model Examinations. The Course End Examination is conducted by the University, for both theory and practical courses. At the end of the semester, the final Course Outcome attainments for all the courses will be assessed. The Programme Assessment Committee will meet to discuss the individual course attainments and corrective actions to be taken for the next semester if the target is not achieved. The target level to be fixed for the next semester's courses will also be decided by the Programme Assessment Committee.

20.Distance education/online education:

Not Applicable

Extended Profile

1.Programme

1.1   552

Number of courses offered by the institution across all programs

during the year

File Description	Documents
Data Template	View File

2.Student

2.1   1842

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2   148

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   533

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1   187

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2   187

Number of sanctioned posts during the year

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**552**

File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	**1842**

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**148**

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	**533**

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	**187**

File Description	Documents
Data Template	View File

3.2 Number of sanctioned posts during the year	**187**

File Description	Documents
Data Template	<u>View File</u>

4.Institution

4.1 Total number of Classrooms and Seminar halls	**80**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**1016.44**
4.3 Total number of computers on campus for academic purposes	**971**

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

The Institution ensures effective curriculum delivery through a well-planned and documented process

• Vision, Mission, PEO, PO, PSO and Course Outcomes are well-defined and OBE is followed

• Every department has a Department Advisory Board (with various stakeholders which meets every year to review and give suggestions for the next academic year

• Various changes / suggestions about the curriculum are given to the University through the DAB minutes and also through the faculty members in syllabus subcommittee.

• Programme Assessment Committee comprising of senior faculty members monitors the academic activities

- **The institution academic schedule for each semester is prepared well in advance to meet the Anna University academic schedule strictly**

- **Before the commencement of the semester, the course allotment is done based on faculty competency and the faculty prepares the Course Delivery Plan, lecture notes, question bank and manuals**

- **Time table will be prepared including value added courses, training, library and project hours with various active learning methods.**

- **A good learning environment is given to the students by providing smart class rooms, Videoconferencing facilities, and NPTEL facilities to improve the effectiveness of curriculum delivery**

File Description	Documents
Upload relevant supporting document	[View File]()
Link for Additional information	chrome-extension://efaidnbmnnnibpcajpcglclefindmkaj/https://kcgcollege.ac.in/pdf/media/corona-govt-circular.pdf

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

The quality of engineering education is the direct outcome of knowledge implanted and evaluated through formal examination. One of the major components of our education system is examination. The education process in any discipline of learning ends with examinations. The entire effort put in by the teachers on teaching and the student on learning is centered on getting good level of success rate in the examinations.

The objectives of the internal assessment tests are to: -

- **Expose the students to continuous evaluation and also focus on practice through learning methodologies.**

- **Emphasize on students to perform consistently and not study in a sporadic manner.**

- **Centralised internal assessment tests are conducted by setting**

two sets of question papers with evaluation scheme.

• Centralised Evaluation of papers by exchanging among the faculty taking the same course.

• The evaluated answer sheets are given to the students and the marks are also communicated to the parents

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 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

A. All of the above

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

13

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)

42

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

1396

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 Institution supports crosscutting issues relevant curriculum such as professional ethics, gender equality, human values, environment and sustainability.

Professional Ethics – Students study professional ethics as part of the Anna University curriculum in the course. This enriches

the students to have potential awareness on Engineering Ethics, Human values, Moral and Social values.

Gender Equality – The institution adopts gender equality in every aspect, special care will be provided to conduct gender related issues and celebrates International Women's Day and other leaderships programme to empower Women.

Environment-based Education – Environmental Science and Engineering is a subject studied by the students as per the Anna University syllabus, which covers topics on biodiversity, renewable energies, and natural resources.

File Description	Documents
Any additional information	View File
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

85

File Description	Documents
Any additional information	No File Uploaded
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

881

File Description	Documents
Any additional information	View File
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

A. All of the above

File Description	Documents
URL for stakeholder feedback report	https://www.aicte-india.org/feedback/index.php
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

B. Feedback collected, analyzed and action has been taken

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.aicte-india.org/feedback/index.php

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

446

File Description	Documents
Any additional information	<u>View File</u>
Institutional data in prescribed format	<u>View File</u>

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

191

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

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

A good learning environment is given to the students by providing smart classrooms, Videoconferencing facilities, and NPTEL facilities to improve the effectiveness of curriculum delivery.In the timetable, each day is allotted seven periods of fifty minutes each with tutorial hour, training, and placement hour to enhance the performance of the students and improve self-learning along with the regular lecture hours.

Steps for Improving the Performance of Slow Learners:The counsellors regularly conduct meetings regarding the progress of their mentees, and they are responsible to identify the students who score less than 50% marks in their internal assessments. Under the direction of HoD, the students' counsellors evaluate the progress card of those students who scores less than 50% marks in three or more courses and are considered academically slow learners. The identified student's information is shared with their parents. Slow learners are alsogiven remedial classes with experiencedfaculty members.

Methodologies to Encourage Fast Learners:Students with good academic performance, outstanding co-curricular activities and outstanding extracurricular activities are motivated by several

means.Students are encouraged to participate in symposia, seminars, workshops, and conferences organized by other institutions. Students who excel in sports are also motivated to participate in several events and are appreciated by medals, trophies, and cash awards.

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
1842	**187**

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 faculties use pedagogical techniques in the teaching-learning process as a student-centric one. The methodology has project-based learning, a mini-project for 3rd-year students and final-year projects with more responsibility and autonomy provided to the students to enrich their knowledge. Many workshops were conduced in the thrust areas to improve their knowlege in thelatest technology. This will enable them to improve the core competence.The institution has various centres of excellence, through which practical guidance is given to uplift practical skills on par with the Industry.The laboratories are equipped with the state of the art equipment and are sufficient to conduct the experiments as per the Anna University curriculum. Each lab can accommodate a batch of thirty students. Laboratory sessions for each course are for three/four periods per week to ensure the attainment of programme outcomes and programme-specific outcomes. Laboratory manuals are prepared by the respective faculty and are available for the students in both soft and hard copies. Instructions are given during the first week of the semester to give an overview

of the practical sessions. All the laboratories are equipped with good technical support staff available during working hours and beyond also on a need basis. All laboratories have bench space to conduct various experiments. Students are segregated into batches and each batch works on a single experimental setup at a time.

File Description	Documents
Upload any additional information	[View File](#)
Link for additional information	https://kcgcollege.ac.in/academic-support/self-learning-material/

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

Every faculty of the institution uses ICT-enabled tools for an effective teaching-learning process. The institution has MS Teams License, to conduct academic classes in online mode. Other ICT tools used by the faculty are power-point presentations; video-enabled online teaching, and podcasting. Additional activities such as quizzes, puzzles, seminars, etc, are conducted using the ICT Tools. E-contents and e-notes are shared with the students for making the learning process simpler. Faculty enrich their knowledge through online ATAL FDPs, NPTEL and Coursera Courses. In order to implement ICT-based teaching-learning, the institution is enabled with ICT-based infrastructure and such facilities are available in all seminar halls, smart classrooms, and conference halls, with video cameras, and Wi-Fi enables Internet.Multimedia enables students to represent information using different media. It allows for self-pacing and discovery. Students can take their own time to understand the different learning styles. The lecture sessions are adequately supplemented by modern electronic teaching gadgets. Some students learn by interpreting the text, while others require more graphical representations. As an effective classroom teaching methodology, PowerPoint Presentations (PPT) and Video Lectures are used.

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

187

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

187

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

56

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 specialty / 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

1074

File Description	Documents
Any additional information	**No File Uploaded**
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 is affiliated with Anna University, Chennai and the evaluation process is followed as per the University guidelines. The Exam Cell will coordinate all the activities related to the conduct of Internal Assessment Tests. The Department has a Test Coordinator to facilitate the examination process in a smooth and efficient manner. Question Papers for internal assessments are prepared by keeping Bloom's Taxonomy Levels as a reference. Two sets of question papers and answer keys are collected for each course. The question papers are checked for CO coverage and knowledge level by the Program Assessment Committee (PAC) and approved by the HoD. Unit test 3 covering two marks of all the units is conducted at the end of the semester to test the student's conceptual knowledge and make them confident. Criteria for Evaluation. All the answer scripts are evaluated and checked by PAC. Evaluation of internal assessment is rated based on Bloom's Taxonomy Level and the CO, PO and PSO to which it corresponds. Depending upon that, the CO

attainment and corresponding attainment of PO and PSO for the respective course are analyzed and appropriate actions are suggested and implemented.

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 corrected answer scripts are distributed to students by the faculty as per the schedule and the solutions for questions are discussed with the students inside the classroom. Marks are entered in the college database for future reference and counselling records to regularly analyse their performance. Result analysis is done for all the classes in the department and necessary action will be taken to improve the pass percentage like conducting retests for failed students and providing regular counselling. The University calculates internal Marks for each student based on their performance in the internal assessment. The university exam question paper will be discussed with the students and feedback will be conveyed to the University based on their needs. Assignments Assignment is a type of reflective learning activity in which the students' level of understanding of the course is conveyed to the faculty. The assignments focus on developing the students' writing, interpersonal and collaborative skills. Hence, the continuous assessment of the students through assignments will enhance their higher-level thinking.

File Description	Documents
Any additional information	**No File Uploaded**
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 Vision and Mission of the Institute are published among various stakeholders in the following ways:

- Website of the Institute (http://www.kcgcollege.ac.in)
- Main Administrative Block
- Common Places like Canteens, Reception, Hostels, Gymnastic Club, Seminar Halls etc.
- Library
- Course Log Books and Academic Calendar
- Display Boards
- Course Delivery Plans
- Laboratory Manuals and Record Note Books
- Progress Reports

The Vision and Mission statements of the Department and Programme Educational Objectives are published in:

- Website of the Institute (http://www.kcgcollege.ac.in)
- HOD's Room, Faculty Rooms, Class Rooms and Department Laboratories
- Course Log Books
- Display Boards
- Course Delivery Plans
- Laboratory Manuals and Record Note Books

The Vision and Mission of the Institute& the Department and Programme Educational Objectives are disseminated among various stakeholders.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://kcgcollege.ac.in/departments/
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.

Every course has a course outcome that is mapped to the programme outcomes. The institution has assessment tools and processes for measuring the attainment of each programme by direct and indirect assessment methods.

- Direct Assessment - At the end of every semester, the Course Outcome attainments for all the courses undergone

by a particular batch of students will be calculated as described above and is tabulated to analyse the contribution of those courses to the Programme Outcomes (POs) and Programme Specific Outcomes (PSOs) attainment. At the end of the programme, after all the courses are completed, PO and PSO attainment levels for a particular batch are obtained.

- Indirect Assessment - At the end of the programme, an exit survey is collected from all the students. The survey feedback is consolidated and the Programme Outcomes (POs) and Programme Specific Outcomes (PSOs) attainment are calculated.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://kcgcollege.ac.in/departments/

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

558

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	No File Uploaded
Paste link for the annual report	https://kcgcollege.ac.in/annual-reports/

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://drive.google.com/file/d/16VkkHOb4rnZxVufQOqGlGmvacPt1dQ8x/view

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)

50.96

File Description	Documents
Any additional information	**No File Uploaded**
e-copies of the grant award letters for sponsored research projects /endowments	View File
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

16

File Description	Documents
Any additional information	View File
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

5

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	View File
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

Innovation and Entrepreneurship Development Centre (IEDC) of KCG College of Technology has two wings of operation, namely i-cell (innovation cell) and e-cell (entrepreneurship cell). Keeping in line with the vision & mission of the institution, IEDC aimed at excellence in technology facilitating innovation, entrepreneurship and social entrepreneurship. Our Management always wished to keep the institution at par excellence in Technology and other global trends.The aim of IEDC is to guide and encourage the students to convert their ideas into innovations, to train the students to analyse the market opportunity and to convert innovation to commercialisation.

MSME has recognised our KCG TBI as host business incubator for implementation of the scheme "Support for Entrepreneurial and Managerial Development of MSME's through Incubators" during the 7th Project Monitoring and Advisory Committee (PMAC) held in the month of March 2021. This scheme will support ideas of students and start-ups with a grant of up to Rs. 15,00,000/- each and a total of 10 projects can be submitted under this scheme.Campus company is the Buzz word at KCG College of Technology which matures and turns out to be successful businesses. Our successful entrepreneurs come back to us for campus recruitment.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://kcgcollege.ac.in/academic-support/iedc/

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

35

File Description	Documents
Report of the event	[View File](#)
Any additional information	[View File](#)
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

10

File Description	Documents
URL to the research page on HEI website	https://kcgcollege.ac.in/research/
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	[View File](#)

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

110

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

25

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

Extension activities are carried out to the neighbourhood community through the following chapters.

NCC -The objective of the National Cadet Corps is to develop character, comradeship, and capacity for leadership among youth in India. The KCG NCC Company motivates the students with the best training and the ideals of selfless service. The training inculcates team spirit and a sense of nationalism and it also helps in developing the overall personality of an individual and thus enabling them to become responsible citizens of this nation.

NSS -The NSS Unit was started in our college in the year 2004. Since then it has been a vibrant and active unit. The National Service Scheme (NSS) of KCG has been rendering yeoman service to society. NSS has been functioning as a regular feature in the realm of our university education. The overall objective of the

scheme is education and service to the community. It is a student-centred programme in which projects are implemented by the NSS volunteers in close collaboration with the clientele community and scope for the student's interaction with the people.

EWB - The objective of Engineers Without Borders in our college is to support the underprivileged people nearby our location through various student-supported programs.

File Description	Documents
Paste link for additional information	https://kcgcollege.ac.in/outreach/
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

27

File Description	Documents
Any additional information	View File
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

40

File Description	Documents
Reports of the event organized	View File
Any additional information	**No File Uploaded**
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

200

File Description	Documents
Report of the event	View File
Any additional information	**No File Uploaded**
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

27

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

31

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.

KCG offers a host of other facilities to support the academic pursuit and student convenience. From transport, banking, and dining to uninterrupted power supply, we at KCG put the interest of our student community first to ensure they have a memorable and fruitful learning experience.The library is the focal point and nerve centre of any educational Institution. The college library is well equipped with a large number of technical books and Indian and Foreign technical journals and periodicals,The hostels on our campus are designed to provide an ideal environment conducive for academic pursuit. All the hostels are provided with dining halls, uninterrupted water supply, reading halls, round-the-clock STD, and ISD booths.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://kcgcollege.ac.in/facilities/

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

The Institution has excellent playgrounds and facilities for Basketball, Football, Hockey, Volleyball, Cricket and Shuttle badminton. Students regularly participate in intercollegiate competitions and win laurels. The objectives of sports are

1. To conduct various Training Programmes in Physical Education & Sports
2. To provide the opportunities to conduct research on various aspects of physical education and sports
3. To conduct training program in collaboration with various departments on different aspects on coaching, yoga and other related health & physical education fields

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://kcgcollege.ac.in/facilities/sports/

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

80

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://kcgcollege.ac.in/academic-support/lecture-capturing-system/
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)

1016.44

File Description	Documents
Upload any additional information	**No File Uploaded**
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)

The library is an integral part of intellectual power of our college. Library has an area of 11000 sq.ft and seating capacity for about 170 readers. At present, the library houses a collection of above 46,479 books, 905 back volumes, 3105 project reports, previous year question papers and more than 1962 multimedia packages like CD's and DVD's. The library subscribes to 33 magazines and 5 newspapers. 7855 Books having in the Department Library. Digital library services unit has 20 advanced computers and 10 i-pads with high speed internet connection. Our library acquires more than 1000 books every academic year. Our library subscribes to E- Resources Packages such as IEEE Journals online, Springer online journals and more than 10000 E- Books through DELNET. Knowledge exploration happens as around 300 students use the library every day. Also our college Library has institutional membership with Anna University Library, British Council Library, American Library, DELNET, e-ShodhSindhu and NDL (National Digital Library).

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional Information	https://kcgcollege.ac.in/facilities/library/

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources   **A. Any 4 or more of the above**

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)

9.10

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

100

File Description	Documents
Any additional information	View File
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

- **Name of the Internet service provider (ISP): Pulse Tele Systems Bandwidth**

- **Available bandwidth: 200 mbps**

- **Wi Fi availability: Campus wifi including hotspot in hostel**

- **Internet Availability: All the systems in the campus**

Security arrangements: Firewall Enabled Network, and IP cameras for physical

Monitoring

Pulse Tele Systems Bandwidth provides internet with a bandwidth of 200mbps. Wi-fi is available in all the Block and the internet can be accessed in all the labs, libraries and offices of all departments. It can be accessed in 800 systems in all. It is a Firewall Enabled Network.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	**Nil**

4.3.2 - Number of Computers

971

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

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)

1016.44

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts	<u>View File</u>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<u>View File</u>

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.

There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. The college has appointed personnel for maintaining facilities such as buildings, transport, Electrical, gardening etc. Admin manager visits the building on regular basis and fulfill the requirement to ensure the building is clean, neat and safe for the occupation and usage. The furniture's are maintained properly with systematic maintenance and painting works. If there are complaints Separate complaint registers are maintained for various services. Complaints can be registered in the Ledger or through e-mail or electronically. Regular cleaning of college floors, classrooms, laboratories, equipment, and restrooms are being done by the housekeeping team. Stock verification of all labs and other facilities is done at the end of every year by the staff members from other department and the report is submitted to the Principal. Seminar halls and Auditoriums are controlled separately and their availability can be checked with the college office for utilization. These halls are maintained in such a way that is suitable for public gathering and the disinfectants are applied during the maintenance time to keep the occupant's health a primary importance.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://kcgcollege.ac.in/facilities/

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

970

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	**No File Uploaded**
Upload any additional information	[View File](#)
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

403

File Description	Documents
Upload any additional information	**No File Uploaded**
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

A. All of the above

File Description	Documents
Link to Institutional website	https://kcgcollege.ac.in/facilities/
Any additional information	View File
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

505

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

505

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

5.1.5 - The Institution 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	[View File](#)

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

559

File Description	Documents
Self-attested list of students placed	**No File Uploaded**
Upload any additional information	[View File](#)
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

11

File Description	Documents
Upload supporting data for student/alumni	**No File Uploaded**
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

13

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.

10

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

Every department has an association with Student Council. The student council plays a vital role in departmental activities

such as organizing symposiums, seminars, conferences and workshops. The council members and all the other students deliberately involve in their Department newsletter preparation. Especially department symposia are completely planned and conducted by students under the supervision of faculty. The students' representatives also actively participate in the following academic committees. Class Committee Every class shall have a class committee consisting of course handling faculty, student representatives and a chairperson who is not teaching the class. The functions of class committee include (i) Discussing problems experienced by students in the class room and laboratories and any general problem (ii) Informing the student representatives, details of regulations regarding weightage used for each assessment The class committee shall be constituted within the first week of each semester. Two subsequent meetings may be held in a semester at suitable intervals before the internal assessments. Online Feedback The online feedback is taken twice in a semester. It is taken from all the students for each course. Corrective actions are taken based on the consolidated feedback of each course.

File Description	Documents
Paste link for additional information	https://kcgcollege.ac.in/facilities/#
Upload any additional information	No File Uploaded

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

35

File Description	Documents
Report of the event	**No File Uploaded**
Upload any additional information	View File
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

KCG Connect Alumni Association (KCGCAA) was registered in 2016 as a Society under the Tamil Nadu Act 27 of 1975. The primary objective is to strengthen alumni connections with their Alma Mater and its community, as well as enhance interaction among alumni on a common platform. The Office bearers regularly meet to plan activities of the Association. In the 6 years after its inception the Association with the KCG College Alumni Relations Office has facilitated 100 plus activities including Internships, Seminars, Mock interviews, and Social outreach programmes. Five general alumni reunions have been held.

File Description	Documents
Paste link for additional information	https://kcgcollege.ac.in/kcg-connect/
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)   **A. ? 5Lakhs**

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

VISION

KCG College of Technology aspires to become a globally recognized centre of excellence for science, technology & engineering education, committed to quality teaching, learning and research while ensuring for every student a unique educational experience which will promote leadership, job creation, social commitment and service to nation building.

MISSION

- **Disseminate knowledge in a rigorous and intellectually stimulating environment.**
- **Facilitate socially responsive research, innovation and entrepreneurship.**
- **Foster holistic development and professional competency.**
- **Nurture the virtue of service and an ethical value system in young minds.**

File Description	Documents
Paste link for additional information	https://kcgcollege.ac.in/about/about-the-college/
Upload any additional information	View File

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

The Principal is the Head of the Institution and he ensures that the right ambience is created for the smooth functioning of all academic activities, intellectual growth, and research pursuits. He periodically conducts meetings with the HoDs, where ideas gathered from faculty members are exchanged and decisions are made regarding the better infrastructure and improvement in the academic performance of the students. He creates various committees in consultation with the Deans and the HoDs. To name a few Committees: IQAC, Disciplinary and Anti-Ragging Committee, Grievance and Redressal Committee, RD Committee, Academic Committee, etc. These committees help in the decentralization of work and collective responsibility. The Deans and HoDs work for the holistic development of the students. This is done with the

help of academic coordinators, class teachers and counselors, who provide academic support, guidance, counsel, address grievances, maintain the database, keep tracks on attendance and communicate student progress to the stakeholders.

File Description	Documents
Paste link for additional information	https://kcgcollege.ac.in/iqac/
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The Principal is the Head of the Institution and she ensures that the right ambience is created for the smooth functioning of all academic activities, intellectual growth, and research pursuits. She periodically conducts meetings with the HoDs, where ideas gathered from faculty members are exchanged and decisions are made regarding the better infrastructure and improvement in the academic performance of the students. She creates various committees in consultation with the Deans and the HoDs. To name a few Committees: IQAC, Disciplinary and Anti-Ragging Committee, Grievance and Redressal Committee, RD Committee, Academic Committee, etc. These committees help in the decentralization of work and collective responsibility. The Deans and HoDs work for the holistic development of the students. This is done with the help of academic coordinators, class teachers and counselors, who provide academic support, guidance, counsel, address grievances, maintain the database, keep tracks on attendance and communicate student progress to the stakeholders.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://kcgcollege.ac.in/academic-support/centre-excell/
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.

The Director monitors the overall administrative aspects of the Institution. The major decisions regarding developmental plans are discussed in the Governing council meetings. The principal is the academic and administrative head of the Institution to decide on academic and non-academic activities. The heads of the Departments are responsible for academic and executive functioning at the department levels. The curriculum is placed before the PAC and the teaching faculty takes care of the curricular, co-curricular and extra-curricular activities. The Physical Director is responsible for sports activities. The Librarian plans for procuring books and maintains all functions of the Library. The IQAC and Exam cell plan and conduct internal assessment tests, Model examinations and end-semester examinations. The placement cell organizes campus interviews for the final year and pre-final year students. The Administrative officer is in charge of the admin activities. The System Administrator upkeeps, configures and maintains the operation of college servers, updates the college website, arranging online feedback.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1UGBfk4s6-Oadz1tSr7EUaS_Or5jWNzQK/view
Link to Organogram of the institution webpage	https://kcgcollege.ac.in/code-of-conduct/
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	View File
Screen shots of user inter faces	View File
Any additional information	No File Uploaded
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

Teaching -Exemption of registration fees for FDPs organized in campus MoUs with foreign Universities for joint projects and staff exchange programs A 5-day exclusive induction training program for new faculty Provision of Experts and Advisors for the technical growth of faculty Expert lectures on niche technologies are organized regularly Faculty exchange programmes with foreign universities Joint collaboration with leading industries for projects and faculty training QIP and Sponsorship for higher studies including doctoral research 12 days Casual Leave, 3 days Medical Leave,Maternity Leave, 20 days Earned Leave and 3 days Special Leave is granted.

Non-teaching -Various awards are given for excellence in specified fields Educational support to the children Emergency personal interest-free loans for medical/natural calamity Free boarding/lodging in the campus for certain maintenance staff and food for drivers at a subsidized rate A minimum amount of Rs.2,500/- as death relief to employees in the event of thedeath of any member in the family Restricted holidays andFestival Advance of 50 of the Gross Salary for Non-Teaching Technical / Admin employees Lab coats are provided to the Lab Instructors and Lab Assistants Personal Accident Insurance and Group Insurance Free consultations are provided by the Doctor on campus 12 days Casual Leave, 3 days Medical Leave, Maternity Leave, 20 days Earned Leave and 3 days Special Leave is granted Two sets of stitched Teri-cotton uniform with a pair of shoes and socks along with rain Coats / Umbrellas are given every year to the supporting staff Bonus amount is given to drivers during festivals

File Description	Documents
Paste link for additional information	chrome-extension://efaidnbmnnnibpcajpcglclefindmkaj/https://kcgcollege.ac.in/pdf/HR%20Policy%20Hand%20Book.pdf
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

74

File Description	Documents
Upload any additional information	**No File Uploaded**
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

25

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	View File
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

661

File Description	Documents
IQAC report summary	**No File Uploaded**
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	View File
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

A well-defined system for faculty appraisal is followed in the institute. This may be a valuable process for both the institute and the faculty as it enhances communication channels between

them. The success of the appraisal process is essentially associated with establishing a constructive dialogue between the appraisers and the appraised.The performance appraisal is conducted at the end of every academic year for the entire faculty fraternity. An effectively designed Performance Appraisal Form is provided to every faculty member for self-evaluation.Individual faculty's contributions to institutional performance and their administrative responsibilities will be filled in by the faculty in their self-appraisal form. The assessment is done based on the self-appraisal evaluation form.The Appraisal form comprises of their academic performance, knowledge upgradation, and notable contributions to the department and the institute. Suggestions and feedback will be given to enrich their contribution in the subsequent year. This Performance Appraisal System has revealed an opportunity for every faculty member to know their strengths and weaknesses. The accomplishment of this evaluation process is the development of the institution along with the self-growth of every faculty member. The faculty member who needs promotion will be asked to give a presentation regarding in front of a committee which constitutes of the Director& CEO, the Director, Principal, Vice Principal and the respective HOD and an external subject expert.

File Description	Documents
Paste link for additional information	chrome-extension://efaidnbmnnnibpcajpcglclefindmkaj/https://kcgcollege.ac.in/pdf/HR%20Policy%20Hand%20Book.pdf
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

Internal Audits A complete budget is prepared every year well before the academic year begins. Annual Budget for the respective department is prepared by the respective in-charges (lab procurement, infrastructure, faculty development, student development, conference/symposium, maintenance, software, consumables etc.) and submitted to theRegistrar through Principal by HoDs. Another budget including infrastructure augmentation and maintenance is prepared by the Registrar in consultation with the respective team. Every semester, there

will be an internal audit by the faculty team supported by accounts department to consolidate the budget utilized and the report will be submitted to the Registrar. The internal audit report will be reviewed by the Finance Controller and suggestions will be given in the Management Advisory Board Meeting of the Hindustan Group of Institutions. External Audits The external audit is done by the Auditors and the audited statement is published in our website.

File Description	Documents
Paste link for additional information	chrome-extension://efaidnbmnnnibpcajpcglclefindmkaj/https://kcgcollege.ac.in/pdf/audit/Auditor-Statement-2022.pdf
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)

26.37

File Description	Documents
Annual statements of accounts	**No File Uploaded**
Any additional information	View File
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

Before the commencement of the financial year, budget requirements under 'recurring' and 'non-recurring' heads are collected from every department, reviewed in HODs meetings with the Principal and submitted to the Management for approval and sanction. Fund allocation is made as per the availability of funds. The utilization of these funds is monitored by the accounts department. Supplementary allocations are made in special cases if it is considered necessary.

Although expenses are monitored, all necessities are met for the smooth working of the institution.

Major works like up-gradation of existing infrastructure, construction of the building, repair of the existing buildings, procurement and maintenance of common utilities, house-keeping, procurement of furniture etc. are controlled directly by the Manager, Administrative department

Lab equipment procurement, up-grading of the existing lab facilities, purchase of consumables etc. are initiated from the respective departments and funds are released on an as-is-when-is basis from the accounts office of the college on approval by the Admin Manager.

For any other college event or major conferences and workshops, a budget proposal is submitted and approval is sought from the management.

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

In KCG College of Technology, the Internal Quality Assurance Cell (IQAC) was established in December 2016. It has students and faculty as its members. It monitors the progress in teaching-learning and aims to achieve the Vision and Mission of the College.

Objectives

- To enhance the quality of students and faculty through constant motivation and by providing an excellent ambience for learning
- To provide and upgrade facilities to adopt innovative Teaching-Learning methods, carry out research projects and collaborate with industries
- To ensure that the students and faculty handle administrative procedures with ease

Functions

• **Conducting development programmes for students and faculty on thrust areas of Engineering and Technology**

• **Circulating to students and faculty the information related to National and International Symposium/Conferences organized by other Universities and affiliated institutions**

• **Arranging Industrial visits and In-plant training for students so as to encourage them to undertake industry-relevant research projects**

• **Rewarding students and faculty for publishing research articles in journals of repute and procuring funds from reputed research organisations**

• **Promote MoUs with industries to improve student placement and carry out industry and society-relevant projects**

• **Devising friendly and realistic procedures to handle administrative tasks**

• **Initiating student support mechanisms for Higher education and Competitive exams**

File Description	Documents
Paste link for additional information	https://kcgcollege.ac.in/iqac/
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

• **Initiated student support mechanisms for Higher education and Competitive exams**

• **Around 60 faculty members were made familiar with Learning Management System (LMS) through in-house and external training (IIT)**

• **The Lab audits were carried out to ensure that the laboratory facility is fully utilized and laboratory classes were conducted**

as per the curriculum

• Faculty members were encouraged to publish more papers in indexed journals and the number of publications has increased proportionately

• Expert members visited the classes to help the teachers in improving Course delivery/ ICT utilization/ Video Lecturing etc.

File Description	Documents
Paste link for additional information	https://kcgcollege.ac.in/iqac/
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)

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://kcgcollege.ac.in/annual-reports/
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
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

The college guarantees gender equality in all areas, including admission, training, sports, and other activities. All committees and cells have been established in accordance with UGC, AICTE, and university regulations.

Women Empowerment Cell: The Women Empowerment Cell is in charge of the college campus's security arrangements for female staff members and female students. The cell's members, which include a coordinator, faculty, and female students from each department, are entirely female. There are regular review meetings.

The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act has been put into effect in the Institution. It protects all women from sexual harassment at work, regardless of their age or employment status.

To ensure gender equity in teaching, all faculty members have been instructed to reduce gender biases in the classroom and in their instructional strategies. Regardless of their gender, our staff teaches students how to actively seek out information and take part in conversations and other learning opportunities.

The Institution maintains separate common rooms for boys and girls in order to protect the privacy and prevent undesirable situations. Aside from these, each department in the college includes gender-specific faculty rooms.

The institution organized a Webinar on "Unequal Pay: Gender Discrimination at Workplace".

File Description	Documents
Annual gender sensitization action plan	https://kcgcollege.ac.in/about/grievance/
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://kcgcollege.ac.in/about/counselling-service/

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

A. 4 or All of the above

bulbs/ power efficient equipment

File Description	Documents
Geo tagged Photographs	**No File Uploaded**
Any other relevant information	[View File](#)

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

At KCG College of Technology, activities pertaining to keep the environment green and pollution free are encouraged and best efforts to manage waste from its origin to its final disposal is done. This includes the collection, transport, treatment and disposal of waste. It is worth mentioning that it is mandatory for students of all branches to undergo a course named Environmental Science through which awareness about the environment and related issues with solution strategies is imparted. Many awareness environment awareness programs are also organized.

Waste Management is classified into three broad categories. They are:

Solid Waste Management

1.Separate Dustbins for recyclable and non-recyclable wastes are available in common places

2.Paperless communication (e-mail / WhatsApp communication) is a regular practice

3.Usage of one-sided paper is encouraged

4.Metal and other scraps are given to agents for further processing

5.KCG Cattle Farm caters manure for our garden

6.Sanitary napkin incinerator machine is available in the ladies restroom

Liquid Waste Management

1.Sewage Treatment Plant (STP) is installed and the treated water from STP is used to water the

garden

2.Sprinklers are used in gardens to prevent water wastage

3.Rain Water Harvesting system is in place

4.Wastewater from the RO plant is also used for watering the plants

E-Waste Management

1.Used batteries and electronics wastes are disposed of through outside agencies

2.Outdated computers with minimum configurations not suitable for the revised regulations of the University are given to the needy school students for their usage or sold as scrap to authorized buyers.

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

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

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	**No File Uploaded**
Any other relevant information	[View File](#)

7.1.5 - Green campus initiatives include

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

A. Any 4 or All of the above

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

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

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

C. Any 2 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	[View File](#)
Certificates of the awards received	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms

A. Any 4 or all of the above

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

File Description	Documents
Geo tagged photographs / videos of the facilities	**No File Uploaded**
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	View File

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

The college takes several initiatives to ensure harmonious campus life for students. The curriculum is integrated on courses that emphasise human values. Higher semester students are encouraged to choose courses like Human Rights, Professional Ethics and Human Values as elective or open elective courses. As part of co-curricular activities, students make presentations and develop engineering and science projects on Women-Safety, a support system for the differently abled, with the objective of creating an inclusive world which is workable and also published and patented. The college conducts blood and organ donation drives, raising awareness to empathize with the needy and make life-saving donations. Cyclathons, marathons, and rallies are organised to promote peace and the spirit of brotherhood. All national and international significant days like National Unity Day, Constitution Day, and promoting a tolerant, united, harmonious and sustainable world are commemorated. The institution organises cultural and educational programmes to celebrate Freshers' Day, Women's Day, Teachers' Day, and Engineer's Day. Though a Christian minority institution, the college respects the tradition and culture of other faiths. The

college conducts extension activities that benefit the underprivileged in the locality and beyond. Thus the college through its curricular, co-curricular, extra-curricular and extension activities works towards creating a tolerant, inclusive and sustainable world.

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

With a sense of nationalism and secularism outlook the KCG NCC Company is always carrying out activities with a distinct emphasis on social services, discipline and adventure training. Periodically, some of the Cadets are selected to undergo the adventurous and rigorous military training in attachment with regular Army training Centres, rock climbing, Mountaineering Camps, Trekking Camps, Army Attachment Camps, National Integration Camps etc., The Cadet regularly take part in the Inter-Collegiate NCC competitions. The KCG NCC Company also organizes social service events like Anti – Drug Rally, Blood Donation Camp, Anti – Plastic Rally, visiting orphanages and old age homes and creating awareness among the public regarding Consumer Awareness, Cancer & AIDS awareness, etc. The Cadets are encouraged to complete the "B" and "C" certificate examinations and also encouraged to take up career in Armed forces like Army, Navy and Air Force.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://kcgcollege.ac.in/academic-support/national-cadet-corps-ncc/
Any other relevant information	https://kcgcollege.ac.in/academic-support/national-service-scheme-nss/

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

administrators and other staff and conducts periodic 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 4. Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various 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

We continue to celebrate all important events, national days and festivals in virtual mode during the pandemic also. The founder'sbirthday was commemorated through virtual mode on 20th June 2020.Commemorating Dr APJ Abdul Kalam Memorial Day, on 27th July 2020.74th Independence Day was celebrated on15th August 2020. Onam was celebrated on29th August 2020. Teachers'Day was celebrated on 5th September 2020 online. 5500 poor children, destitute and senior citizens in old age homes were fed on the occasion of the Chairperson's birthday. World Mental Health Day was observed on 10 October 2020. YMCof KCG College Youth in association with YSCof Chennai Karapakkam celebrated Diwali at Annai Fathima Child Welfare Centre, Sholinganallur, Chennai on 12th November 2020, and Christmas with children in Annai Fatima Orphanage, Karappakkam and HIV Born Girl Children of ARK Service Society, Thoraipakkam on 23rd December 2020.Pongal was celebrated on 13th January 2021. Dr P Deivasundariunfurls the National Flag on the campus on the occasion of the 72nd Republic Day. International Women's Day was celebrated on 6th March 2021. Intellectual Property Rights (IPRs) were conducted on the

occasion of World Intellectual Property Day on 26th April 2021.

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.

(1) Title: Innovation and Entrepreneurship Development Centre (IEDC) : THe IEDC cell was aimed at promoting the innovations in students project. Through their constant support and mentoring , the students were able to innovate, develop new products. As a result the number of patents filed increased from 4 per year to 20 per year.This practice was extended to every student project not only with the capstone project but also with the mini project and other students project done for competitions and every other purposes .

(2) Examination reforms for Internal Exam: Being an affiliated Institutions , University Exam question papers were having a component of uncertainity in students view point. To over come this and to reduce the surprise element or uncertainity , 30 %the internal test question papers were received from the external question paper setter so that the students become familier with varying leverls and standards of the question paper. This helped us to improve our results by 15 to 20 %

File Description	Documents
Best practices in the Institutional website	https://kcgcollege.ac.in/academic-support/iedc/
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

Distinctive Feature : Holistic professional development through KCG Clubs " To make every man a success and no man a failure" – Dr. K.C.G.Verghese, Founder Chairman Aligning our motives to the vision of our beloved Chairman Dr. K.C.G Verghese, our college focuses on holistic education. The main objectives of holistic education are learning about oneself, developing healthy relationships and positive social behaviors, social and emotional development, resilience, and the ability to view beauty, experience transcendence, and truth. Holistic education notes that students need to not only develop academically, but develop the ability to survive in the modern world. They need to be able to rise and face the challenges presented to them in the future and contribute to the world in which they live. Students need to learn to first value themselves, their worth, and recognize their abilities and how to be able to do what they want in life. With this perspective of sensitizing them to the needs of the society, we have established 22 clubs including technical, non-technical and social clubs during the first year of every UG programme offered in the institute.

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

The Institution ensures effective curriculum delivery through a well-planned and documented process

• Vision, Mission, PEO, PO, PSO and Course Outcomes are well-defined and OBE is followed

• Every department has a Department Advisory Board (with various stakeholders which meets every year to review and give suggestions for the next academic year

• Various changes / suggestions about the curriculum are given to the University through the DAB minutes and also through the faculty members in syllabus subcommittee.

• Programme Assessment Committee comprising of senior faculty members monitors the academic activities

• The institution academic schedule for each semester is prepared well in advance to meet the Anna University academic schedule strictly

• Before the commencement of the semester, the course allotment is done based on faculty competency and the faculty prepares the Course Delivery Plan, lecture notes, question bank and manuals

• Time table will be prepared including value added courses, training, library and project hours with various active learning methods.

• A good learning environment is given to the students by providing smart class rooms, Videoconferencing facilities, and NPTEL facilities to improve the effectiveness of curriculum delivery

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	chrome-extension://efaidnbmnnnibpcajpcglclefindmkaj/https://kcgcollege.ac.in/pdf/media/corona-govt-circular.pdf

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

The quality of engineering education is the direct outcome of knowledge implanted and evaluated through formal examination. One of the major components of our education system is examination. The education process in any discipline of learning ends with examinations. The entire effort put in by the teachers on teaching and the student on learning is centered on getting good level of success rate in the examinations.

The objectives of the internal assessment tests are to: -

• Expose the students to continuous evaluation and also focus on practice through learning methodologies.

• Emphasize on students to perform consistently and not study in a sporadic manner.

• Centralised internal assessment tests are conducted by setting two sets of question papers with evaluation scheme.

• Centralised Evaluation of papers by exchanging among the faculty taking the same course.

• The evaluated answer sheets are given to the students and the marks are also communicated to the parents

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	**Nil**

1.1.3 - Teachers of the Institution	**A. All of the above**

participate in following activities related to curriculum 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

13

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)

42

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

1396

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 Institution supports crosscutting issues relevant curriculum such as professional ethics, gender equality, human values, environment and sustainability.

Professional Ethics – Students study professional ethics as part of the Anna University curriculum in the course. This enriches the students to have potential awareness on Engineering Ethics, Human values, Moral and Social values.

Gender Equality – The institution adopts gender equality in every aspect, special care will be provided to conduct gender related issues and celebrates International Women's Day and other leaderships programme to empower Women.

Environment-based Education – Environmental Science and Engineering is a subject studied by the students as per the Anna University syllabus, which covers topics on biodiversity, renewable energies, and natural resources.

File Description	Documents
Any additional information	View File
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

85

File Description	Documents
Any additional information	**No File Uploaded**
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

881

File Description	Documents
Any additional information	View File
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 | **A. All of the above**

syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni

File Description	Documents
URL for stakeholder feedback report	https://www.aicte-india.org/feedback/index.php
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 | **B. Feedback collected, analyzed and action has been taken**

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.aicte-india.org/feedback/index.php

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

446

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

191

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

A good learning environment is given to the students by providing smart classrooms, Videoconferencing facilities, and NPTEL facilities to improve the effectiveness of curriculum delivery.In the timetable, each day is allotted seven periods of fifty minutes each with tutorial hour, training, and placement hour to enhance the performance of the students and improve self-learning along with the regular lecture hours.

Steps for Improving the Performance of Slow Learners:The counsellors regularly conduct meetings regarding the progress of their mentees, and they are responsible to identify the students who score less than 50% marks in their internal assessments. Under the direction of HoD, the students' counsellors evaluate the progress card of those students who scores less than 50% marks in three or more courses and are considered academically slow learners. The identified student's information is shared with their parents. Slow learners are alsogiven remedial classes with experiencedfaculty members.

Methodologies to Encourage Fast Learners:Students with good academic performance, outstanding co-curricular activities and outstanding extracurricular activities are motivated by several means.Students are encouraged to participate in symposia, seminars, workshops, and conferences organized by other institutions. Students who excel in sports are also motivated to participate in several events and are appreciated by medals, trophies, and cash awards.

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
1842	**187**

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 faculties use pedagogical techniques in the teaching-learning process as a student-centric one. The methodology has project-based learning, a mini-project for 3rd-year students and final-year projects with more responsibility and autonomy provided to the students to enrich their knowledge. Many workshops were conduced in the thrust areas to improve their knowlege in thelatest technology. This will enable them to improve the core competence.The institution has various centres of excellence, through which practical guidance is given to uplift practical skills on par with the Industry.The laboratories are equipped with the state of the art equipment and are sufficient to conduct the experiments as per the Anna University curriculum. Each lab can accommodate a batch of thirty students. Laboratory sessions for each course are for three/four periods per week to ensure the attainment of programme outcomes and programme-specific outcomes. Laboratory manuals are prepared by the respective faculty and are available for the students in both soft and hard copies. Instructions are given during the first week of the semester to give an overview of the practical sessions. All the laboratories are equipped with good technical support staff available during working hours and beyond also on a need basis. All laboratories have bench space to conduct various experiments. Students are segregated into batches and each batch works on a single experimental setup at a time.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://kcgcollege.ac.in/academic-support/self-learning-material/

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

Every faculty of the institution uses ICT-enabled tools for an effective teaching-learning process. The institution has MS Teams License, to conduct academic classes in online mode. Other ICT tools used by the faculty are power-point presentations; video-enabled online teaching, and podcasting. Additional activities such as quizzes, puzzles, seminars, etc, are conducted using the ICT Tools. E-contents and e-notes are shared with the students for making the learning process simpler. Faculty enrich their knowledge through online ATAL FDPs, NPTEL and Coursera Courses. In order to implement ICT-based teaching-learning, the institution is enabled with ICT-based infrastructure and such facilities are available in all seminar halls, smart classrooms, and conference halls, with video cameras, and Wi-Fi enables Internet.Multimedia enables students to represent information using different media. It allows for self-pacing and discovery. Students can take their own time to understand the different learning styles. The lecture sessions are adequately supplemented by modern electronic teaching gadgets. Some students learn by interpreting the text, while others require more graphical representations. As an effective classroom teaching methodology, PowerPoint Presentations (PPT) and Video Lectures are used.

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

187

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

187

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

56

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 specialty / 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

1074

File Description	Documents
Any additional information	**No File Uploaded**
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<u>View File</u>

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 is affiliated with Anna University, Chennai and the evaluation process is followed as per the University guidelines. The Exam Cell will coordinate all the activities related to the conduct of Internal Assessment Tests. The Department has a Test Coordinator to facilitate the examination process in a smooth and efficient manner. Question Papers for internal assessments are prepared by keeping Bloom's Taxonomy Levels as a reference. Two sets of question papers and answer keys are collected for each course. The question papers are checked for CO coverage and knowledge level by the Program Assessment Committee (PAC) and approved by the HoD. Unit test 3 covering two marks of all the units is conducted at the end of the semester to test the student's conceptual knowledge and make them confident. Criteria for Evaluation. All the answer scripts are evaluated and checked by PAC. Evaluation of internal assessment is rated based on Bloom's Taxonomy Level and the CO, PO and PSO to which it corresponds. Depending upon that, the CO attainment and corresponding attainment of PO and PSO for the respective course are analyzed and appropriate actions are suggested and implemented.

File Description	Documents
Any additional information	<u>View File</u>
Link for additional information	**Nil**

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

The corrected answer scripts are distributed to students by the faculty as per the schedule and the solutions for questions are discussed with the students inside the classroom. Marks are entered in the college database for future reference and counselling records to regularly analyse their performance. Result analysis is done for all the classes in the department and necessary action will be taken to improve the pass percentage like conducting retests for failed students and providing regular counselling. The University calculates internal Marks for each student based on their performance in the internal assessment. The university exam question paper will be discussed with the students and feedback will be conveyed to the University based on their needs. Assignments Assignment is a type of reflective learning activity in which the students' level of understanding of the course is conveyed to the faculty. The assignments focus on developing the students' writing, interpersonal and collaborative skills. Hence, the continuous assessment of the students through assignments will enhance their higher-level thinking.

File Description	Documents
Any additional information	No File Uploaded
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 Vision and Mission of the Institute are published among various stakeholders in the following ways:

- Website of the Institute (http://www.kcgcollege.ac.in)
- Main Administrative Block
- Common Places like Canteens, Reception, Hostels, Gymnastic Club, Seminar Halls etc.
- Library
- Course Log Books and Academic Calendar
- Display Boards
- Course Delivery Plans
- Laboratory Manuals and Record Note Books

- ○ **Progress Reports**

The Vision and Mission statements of the Department and Programme Educational Objectives are published in:

- ○ **Website of the Institute (http://www.kcgcollege.ac.in)**
- ○ **HOD's Room, Faculty Rooms, Class Rooms and Department Laboratories**
- ○ **Course Log Books**
- ○ **Display Boards**
- ○ **Course Delivery Plans**
- ○ **Laboratory Manuals and Record Note Books**

The Vision and Mission of the Institute& the Department and Programme Educational Objectives are disseminated among various stakeholders.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://kcgcollege.ac.in/departments/
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.

Every course has a course outcome that is mapped to the programme outcomes. The institution has assessment tools and processes for measuring the attainment of each programme by direct and indirect assessment methods.

- • **Direct Assessment - At the end of every semester, the Course Outcome attainments for all the courses undergone by a particular batch of students will be calculated as described above and is tabulated to analyse the contribution of those courses to the Programme Outcomes (POs) and Programme Specific Outcomes (PSOs) attainment. At the end of the programme, after all the courses are completed, PO and PSO attainment levels for a particular batch are obtained.**
- • **Indirect Assessment - At the end of the programme, an**

exit survey is collected from all the students. The survey feedback is consolidated and the Programme Outcomes (POs) and Programme Specific Outcomes (PSOs) attainment are calculated.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://kcgcollege.ac.in/departments/

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

558

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	No File Uploaded
Paste link for the annual report	https://kcgcollege.ac.in/annual-reports/

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://drive.google.com/file/d/16VkkHOb4rnZxVufQOqGlGmvacPt1dQ8x/view

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)

50.96

File Description	Documents
Any additional information	**No File Uploaded**
e-copies of the grant award letters for sponsored research projects /endowments	View File
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

16

File Description	Documents
Any additional information	View File
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

5

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	View File
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

Innovation and Entrepreneurship Development Centre (IEDC) of KCG College of Technology has two wings of operation, namely i-cell (innovation cell) and e-cell (entrepreneurship cell). Keeping in line with the vision & mission of the institution, IEDC aimed at excellence in technology facilitating innovation, entrepreneurship and social entrepreneurship. Our Management always wished to keep the institution at par excellence in Technology and other global trends.The aim of IEDC is to guide and encourage the students to convert their ideas into innovations, to train the students to analyse the market opportunity and to convert innovation to commercialisation.

MSME has recognised our KCG TBI as host business incubator for implementation of the scheme "Support for Entrepreneurial and Managerial Development of MSME's through Incubators" during the 7th Project Monitoring and Advisory Committee (PMAC) held in the month of March 2021. This scheme will support ideas of students and start-ups with a grant of up to Rs. 15,00,000/- each and a total of 10 projects can be submitted under this scheme.Campus company is the Buzz word at KCG College of Technology which matures and turns out to be successful businesses. Our successful entrepreneurs come back to us for campus recruitment.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://kcgcollege.ac.in/academic-support/iedc/

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

35

File Description	Documents
Report of the event	[View File](#)
Any additional information	[View File](#)
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

10

File Description	Documents
URL to the research page on HEI website	https://kcgcollege.ac.in/research/
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	[View File](#)

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

110

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

25

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

Extension activities are carried out to the neighbourhood community through the following chapters.

NCC -The objective of the National Cadet Corps is to develop character, comradeship, and capacity for leadership among youth in India. The KCG NCC Company motivates the students with the best training and the ideals of selfless service. The training inculcates team spirit and a sense of nationalism and it also helps in developing the overall personality of an individual and thus enabling them to become responsible citizens of this nation.

NSS -The NSS Unit was started in our college in the year 2004. Since then it has been a vibrant and active unit. The National Service Scheme (NSS) of KCG has been rendering yeoman service to society. NSS has been functioning as a

regular feature in the realm of our university education. The overall objective of the scheme is education and service to the community. It is a student-centred programme in which projects are implemented by the NSS volunteers in close collaboration with the clientele community and scope for the student's interaction with the people.

EWB - The objective of Engineers Without Borders in our college is to support the underprivileged people nearby our location through various student-supported programs.

File Description	Documents
Paste link for additional information	https://kcgcollege.ac.in/outreach/
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

27

File Description	Documents
Any additional information	View File
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

40

File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded
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

200

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
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

27

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

31

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

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.

KCG offers a host of other facilities to support the academic pursuit and student convenience. From transport, banking, and dining to uninterrupted power supply, we at KCG put the interest of our student community first to ensure they have a memorable and fruitful learning experience.The library is the focal point and nerve centre of any educational Institution. The college library is well equipped with a large number of technical books and Indian and Foreign technical journals and periodicals,The hostels on our campus are designed to provide an ideal environment conducive for academic pursuit. All the hostels are provided with dining halls, uninterrupted water supply, reading halls, round-the-clock STD, and ISD booths.

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for additional information	<u>https://kcgcollege.ac.in/facilities/</u>

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

The Institution has excellent playgrounds and facilities for Basketball, Football, Hockey, Volleyball, Cricket and Shuttle badminton. Students regularly participate in intercollegiate competitions and win laurels. The objectives of sports are

1. To conduct various Training Programmes in Physical Education & Sports
2. To provide the opportunities to conduct research on various aspects of physical education and sports
3. To conduct training program in collaboration with various departments on different aspects on coaching, yoga and other related health & physical education fields

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://kcgcollege.ac.in/facilities/sports/

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

80

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://kcgcollege.ac.in/academic-support/lecture-capturing-system/
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)

1016.44

File Description	Documents
Upload any additional information	**No File Uploaded**
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)

The library is an integral part of intellectual power of our college. Library has an area of 11000 sq.ft and seating capacity for about 170 readers. At present, the library houses a collection of above 46,479 books, 905 back volumes, 3105 project reports, previous year question papers and more than 1962 multimedia packages like CD's and DVD's. The library subscribes to 33 magazines and 5 newspapers. 7855 Books having in the Department Library. Digital library services unit has 20 advanced computers and 10 i-pads with high speed internet connection. Our library acquires more than 1000 books every academic year. Our library subscribes to E- Resources Packages such as IEEE Journals online, Springer online journals and more than 10000 E- Books through DELNET. Knowledge exploration happens as around 300 students use the library every day. Also our college Library has institutional membership with Anna University Library, British Council Library, American Library, DELNET, e-ShodhSindhu and NDL (National Digital Library).

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://kcgcollege.ac.in/facilities/library/

4.2.2 - The institution has subscription for the following e-resources e-journals e-	**A. Any 4 or more of the above**

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)

9.10

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

100

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

- **Name of the Internet service provider (ISP): Pulse Tele Systems Bandwidth**

- **Available bandwidth: 200 mbps**

- **Wi Fi availability: Campus wifi including hotspot in hostel**

- **Internet Availability: All the systems in the campus**

Security arrangements: Firewall Enabled Network, and IP cameras for physical

Monitoring

Pulse Tele Systems Bandwidth provides internet with a bandwidth of 200mbps. Wi-fi is available in all the Block and the internet can be accessed in all the labs, libraries and offices of all departments. It can be accessed in 800 systems in all. It is a Firewall Enabled Network.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	**Nil**

4.3.2 - Number of Computers

971

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

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)

1016.44

File Description	Documents
Upload any additional information	**No File Uploaded**
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.

There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. The college has appointed personnel for maintaining facilities such as buildings, transport, Electrical, gardening etc. Admin manager visits the building on regular basis and fulfill the requirement to ensure the building is clean, neat and safe for the occupation and usage. The furniture's are maintained properly with systematic maintenance and painting works. If there are complaints Separate complaint registers are maintained for various services. Complaints can be registered in the Ledger or

through e-mail or electronically. Regular cleaning of college floors, classrooms, laboratories, equipment, and restrooms are being done by the housekeeping team. Stock verification of all labs and other facilities is done at the end of every year by the staff members from other department and the report is submitted to the Principal. Seminar halls and Auditoriums are controlled separately and their availability can be checked with the college office for utilization. These halls are maintained in such a way that is suitable for public gathering and the disinfectants are applied during the maintenance time to keep the occupant's health a primary importance.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://kcgcollege.ac.in/facilities/

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

970

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	**No File Uploaded**
Upload any additional information	[View File](#)
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

403

File Description	Documents
Upload any additional information	**No File Uploaded**
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

A. All of the above

File Description	Documents
Link to Institutional website	https://kcgcollege.ac.in/facilities/
Any additional information	View File
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

505

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

505

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

5.1.5 - The Institution 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	[View File](#)

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

559

File Description	Documents
Self-attested list of students placed	**No File Uploaded**
Upload any additional information	View File
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

11

File Description	Documents
Upload supporting data for student/alumni	**No File Uploaded**
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

13

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.

10

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

Every department has an association with Student Council. The student council plays a vital role in departmental activities such as organizing symposiums, seminars, conferences and workshops. The council members and all the other students deliberately involve in their Department newsletter preparation. Especially department symposia are completely planned and conducted by students under the supervision of faculty. The students' representatives also actively participate in the following academic committees. Class Committee Every class shall have a class committee consisting of course handling faculty, student representatives and a chairperson who is not teaching the class. The functions of class committee include (i) Discussing problems experienced by students in the class room and laboratories and any general problem (ii) Informing the student representatives, details of regulations regarding weightage used for each assessment The class committee shall be constituted within the first week of each semester. Two subsequent meetings may be held in a semester at suitable intervals before the internal assessments. Online Feedback The online feedback is taken twice in a semester. It is taken from all the students

for each course. Corrective actions are taken based on the consolidated feedback of each course.

File Description	Documents
Paste link for additional information	https://kcgcollege.ac.in/facilities/#
Upload any additional information	**No File Uploaded**

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

35

File Description	Documents
Report of the event	**No File Uploaded**
Upload any additional information	View File
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

KCG Connect Alumni Association (KCGCAA) was registered in 2016 as a Society under the Tamil Nadu Act 27 of 1975. The primary objective is to strengthen alumni connections with their Alma Mater and its community, as well as enhance interaction among alumni on a common platform. The Office bearers regularly meet to plan activities of the Association. In the 6 years after its inception the Association with the KCG College Alumni Relations Office has facilitated 100 plus activities including Internships, Seminars, Mock interviews, and Social outreach programmes. Five general alumni reunions have been held.

File Description	Documents
Paste link for additional information	https://kcgcollege.ac.in/kcg-connect/
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)	**A. ? 5Lakhs**

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

VISION

KCG College of Technology aspires to become a globally recognized centre of excellence for science, technology & engineering education, committed to quality teaching, learning and research while ensuring for every student a unique educational experience which will promote leadership, job creation, social commitment and service to nation building.

MISSION

- **Disseminate knowledge in a rigorous and intellectually stimulating environment.**
- **Facilitate socially responsive research, innovation and entrepreneurship.**
- **Foster holistic development and professional competency.**
- **Nurture the virtue of service and an ethical value system in young minds.**

File Description	Documents
Paste link for additional information	https://kcgcollege.ac.in/about/about-the-college/
Upload any additional information	View File

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

The Principal is the Head of the Institution and he ensures that the right ambience is created for the smooth functioning of all academic activities, intellectual growth, and research pursuits. He periodically conducts meetings with the HoDs, where ideas gathered from faculty members are exchanged and decisions are made regarding the better infrastructure and improvement in the academic performance of the students. He creates various committees in consultation with the Deans and the HoDs. To name a few Committees: IQAC, Disciplinary and Anti-Ragging Committee, Grievance and Redressal Committee, RD Committee, Academic Committee, etc. These committees help in the decentralization of work and collective responsibility. The Deans and HoDs work for the holistic development of the students. This is done with the help of academic coordinators, class teachers and counselors, who provide academic support, guidance, counsel, address grievances, maintain the database, keep tracks on attendance and communicate student progress to the stakeholders.

File Description	Documents
Paste link for additional information	https://kcgcollege.ac.in/iqac/
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The Principal is the Head of the Institution and she ensures that the right ambience is created for the smooth functioning of all academic activities, intellectual growth, and research pursuits. She periodically conducts meetings with the HoDs, where ideas gathered from faculty members are exchanged and decisions are made regarding the better infrastructure and

improvement in the academic performance of the students. She creates various committees in consultation with the Deans and the HoDs. To name a few Committees: IQAC, Disciplinary and Anti-Ragging Committee, Grievance and Redressal Committee, RD Committee, Academic Committee, etc. These committees help in the decentralization of work and collective responsibility. The Deans and HoDs work for the holistic development of the students. This is done with the help of academic coordinators, class teachers and counselors, who provide academic support, guidance, counsel, address grievances, maintain the database, keep tracks on attendance and communicate student progress to the stakeholders.

File Description	Documents
Strategic Plan and deployment documents on the website	[View File](#)
Paste link for additional information	https://kcgcollege.ac.in/academic-support/centre-excell/
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.

The Director monitors the overall administrative aspects of the Institution. The major decisions regarding developmental plans are discussed in the Governing council meetings. The principal is the academic and administrative head of the Institution to decide on academic and non-academic activities. The heads of the Departments are responsible for academic and executive functioning at the department levels. The curriculum is placed before the PAC and the teaching faculty takes care of the curricular, co-curricular and extra-curricular activities. The Physical Director is responsible for sports activities. The Librarian plans for procuring books and maintains all functions of the Library. The IQAC and Exam cell plan and conduct internal assessment tests, Model examinations and end-semester examinations. The placement cell organizes campus interviews for the final year and pre-final year students. The Administrative officer is in charge of the admin activities. The System Administrator upkeeps, configures and maintains the operation of college servers, updates the college website, arranging online

feedback.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1UGBfk4s6-Oadz1tSr7EUaS_Or5jWNzQK/view
Link to Organogram of the institution webpage	https://kcgcollege.ac.in/code-of-conduct/
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	View File
Screen shots of user inter faces	View File
Any additional information	**No File Uploaded**
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

Teaching -Exemption of registration fees for FDPs organized in campus MoUs with foreign Universities for joint projects and staff exchange programs A 5-day exclusive induction training program for new faculty Provision of Experts and Advisors for the technical growth of faculty Expert lectures on niche technologies are organized regularly Faculty exchange programmes with foreign universities Joint collaboration with leading industries for projects and faculty training QIP and Sponsorship for higher studies including doctoral research 12 days Casual Leave, 3 days Medical Leave,Maternity Leave, 20 days Earned Leave and 3

days Special Leave is granted.

Non-teaching -Various awards are given for excellence in specified fields Educational support to the children Emergency personal interest-free loans for medical/natural calamity Free boarding/lodging in the campus for certain maintenance staff and food for drivers at a subsidized rate A minimum amount of Rs.2,500/- as death relief to employees in the event of thedeath of any member in the family Restricted holidays andFestival Advance of 50 of the Gross Salary for Non-Teaching Technical / Admin employees Lab coats are provided to the Lab Instructors and Lab Assistants Personal Accident Insurance and Group Insurance Free consultations are provided by the Doctor on campus 12 days Casual Leave, 3 days Medical Leave, Maternity Leave, 20 days Earned Leave and 3 days Special Leave is granted Two sets of stitched Teri-cotton uniform with a pair of shoes and socks along with rain Coats / Umbrellas are given every year to the supporting staff Bonus amount is given to drivers during festivals

File Description	Documents
Paste link for additional information	chrome-extension://efaidnbmnnnibpcajpcglclefindmkaj/https://kcgcollege.ac.in/pdf/HR%20Policy%20Hand%20Book.pdf
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

74

File Description	Documents
Upload any additional information	**No File Uploaded**
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

25

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	[View File](#)
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

661

File Description	Documents
IQAC report summary	**No File Uploaded**
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	View File
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

A well-defined system for faculty appraisal is followed in the institute. This may be a valuable process for both the institute and the faculty as it enhances communication channels between them. The success of the appraisal process is essentially associated with establishing a constructive dialogue between the appraisers and the appraised.The performance appraisal is conducted at the end of every academic year for the entire faculty fraternity. An effectively designed Performance Appraisal Form is provided to every faculty member for self-evaluation.Individual faculty's contributions to institutional performance and their administrative responsibilities will be filled in by the faculty in their self-appraisal form. The assessment is done based on the self-appraisal evaluation form.The Appraisal form comprises of their academic performance, knowledge upgradation, and notable contributions to the department and the institute. Suggestions and feedback will be given to enrich their contribution in the subsequent year. This Performance Appraisal System has revealed an opportunity for every faculty member to know their strengths and weaknesses. The accomplishment of this evaluation process is the development of the institution along with the self-growth of every faculty member. The faculty member who needs promotion will be asked to give a presentation regarding in front of a committee which constitutes of the Director& CEO, the Director, Principal, Vice Principal and the respective HOD and an external subject expert.

File Description	Documents
Paste link for additional information	chrome-extension://efaidnbmnnnibpcajpcg lclefindmkaj/https://kcgcollege.ac.in/p df/HR%20Policy%20Hand%20Book.pdf
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

Internal Audits A complete budget is prepared every year well before the academic year begins. Annual Budget for the respective department is prepared by the respective in-charges (lab procurement, infrastructure, faculty development, student development, conference/symposium, maintenance, software, consumables etc.) and submitted to theRegistrar through Principal by HoDs. Another budget including infrastructure augmentation and maintenance is prepared by the Registrar in consultation with the respective team. Every semester, there will be an internal audit by the faculty team supported by accounts department to consolidate the budget utilized and the report will be submitted to the Registrar. The internal audit report will be reviewed by the Finance Controller and suggestions will be given in the Management Advisory Board Meeting of the Hindustan Group of Institutions. External Audits The external audit is done by the Auditors and the audited statement is published in our website.

File Description	Documents
Paste link for additional information	chrome-extension://efaidnbmnnnibpcajpcg lclefindmkaj/https://kcgcollege.ac.in/p df/audit/Auditor-Statement-2022.pdf
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)

26.37

File Description	Documents
Annual statements of accounts	**No File Uploaded**
Any additional information	View File
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

Before the commencement of the financial year, budget requirements under 'recurring' and 'non-recurring' heads are collected from every department, reviewed in HODs meetings with the Principal and submitted to the Management for approval and sanction. Fund allocation is made as per the availability of funds. The utilization of these funds is monitored by the accounts department. Supplementary allocations are made in special cases if it is considered necessary.

Although expenses are monitored, all necessities are met for the smooth working of the institution.

Major works like up-gradation of existing infrastructure, construction of the building, repair of the existing buildings, procurement and maintenance of common utilities, house-keeping, procurement of furniture etc. are controlled directly by the Manager, Administrative department

Lab equipment procurement, up-grading of the existing lab facilities, purchase of consumables etc. are initiated from the respective departments and funds are released on an as-is-when-is basis from the accounts office of the college on approval by the Admin Manager.

For any other college event or major conferences and workshops, a budget proposal is submitted and approval is sought from the management.

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

In KCG College of Technology, the Internal Quality Assurance Cell (IQAC) was established in December 2016. It has students and faculty as its members. It monitors the progress in teaching-learning and aims to achieve the Vision and Mission of the College.

Objectives

- To enhance the quality of students and faculty through constant motivation and by providing an excellent ambience for learning
- To provide and upgrade facilities to adopt innovative Teaching-Learning methods, carry out research projects and collaborate with industries
- To ensure that the students and faculty handle administrative procedures with ease

Functions

- Conducting development programmes for students and faculty on thrust areas of Engineering and Technology

- Circulating to students and faculty the information related to National and International Symposium/Conferences organized by other Universities and affiliated institutions

- Arranging Industrial visits and In-plant training for students so as to encourage them to undertake industry-relevant research projects

- Rewarding students and faculty for publishing research articles in journals of repute and procuring funds from reputed research organisations

- **Promote MoUs with industries to improve student placement and carry out industry and society-relevant projects**

- **Devising friendly and realistic procedures to handle administrative tasks**

- **Initiating student support mechanisms for Higher education and Competitive exams**

File Description	Documents
Paste link for additional information	https://kcgcollege.ac.in/iqac/
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

- **Initiated student support mechanisms for Higher education and Competitive exams**

- **Around 60 faculty members were made familiar with Learning Management System (LMS) through in-house and external training (IIT)**

- **The Lab audits were carried out to ensure that the laboratory facility is fully utilized and laboratory classes were conducted as per the curriculum**

- **Faculty members were encouraged to publish more papers in indexed journals and the number of publications has increased proportionately**

- **Expert members visited the classes to help the teachers in improving Course delivery/ ICT utilization/ Video Lecturing etc.**

File Description	Documents
Paste link for additional information	https://kcgcollege.ac.in/iqac/
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)	A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://kcgcollege.ac.in/annual-reports/
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
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

The college guarantees gender equality in all areas, including admission, training, sports, and other activities. All committees and cells have been established in accordance with UGC, AICTE, and university regulations.

Women Empowerment Cell: The Women Empowerment Cell is in charge of the college campus's security arrangements for female staff members and female students. The cell's members, which include a coordinator, faculty, and female students from each department, are entirely female. There are regular review meetings.

The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act has been put into effect in

the Institution. It protects all women from sexual harassment at work, regardless of their age or employment status.

To ensure gender equity in teaching, all faculty members have been instructed to reduce gender biases in the classroom and in their instructional strategies. Regardless of their gender, our staff teaches students how to actively seek out information and take part in conversations and other learning opportunities.

The Institution maintains separate common rooms for boys and girls in order to protect the privacy and prevent undesirable situations. Aside from these, each department in the college includes gender-specific faculty rooms.

The institution organized a Webinar on "Unequal Pay: Gender Discrimination at Workplace".

File Description	Documents
Annual gender sensitization action plan	https://kcgcollege.ac.in/about/grievance/
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://kcgcollege.ac.in/about/counselling-service/

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	A. 4 or All of the above

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

7.1.3 - Describe the facilities in the Institution for the management of the following types of

degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

At KCG College of Technology, activities pertaining to keep the environment green and pollution free are encouraged and best efforts to manage waste from its origin to its final disposal is done. This includes the collection, transport, treatment and disposal of waste. It is worth mentioning that it is mandatory for students of all branches to undergo a course named Environmental Science through which awareness about the environment and related issues with solution strategies is imparted. Many awareness environment awareness programs are also organized.

Waste Management is classified into three broad categories. They are:

Solid Waste Management

1.Separate Dustbins for recyclable and non-recyclable wastes are available in common places

2.Paperless communication (e-mail / WhatsApp communication) is a regular practice

3.Usage of one-sided paper is encouraged

4.Metal and other scraps are given to agents for further processing

5.KCG Cattle Farm caters manure for our garden

6.Sanitary napkin incinerator machine is available in the ladies restroom

Liquid Waste Management

1.Sewage Treatment Plant (STP) is installed and the treated water from STP is used to water the

garden

2.Sprinklers are used in gardens to prevent water wastage

3.Rain Water Harvesting system is in place

4.Wastewater from the RO plant is also used for watering the plants

E-Waste Management

1.Used batteries and electronics wastes are disposed of through outside agencies

2.Outdated computers with minimum configurations not suitable for the revised regulations of the University are given to the needy school students for their usage or sold as scrap to authorized buyers.

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

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus | **A. Any 4 or all of the above** |

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

7.1.5 - Green campus initiatives include

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

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles
3. Pedestrian-friendly pathways
4. Ban on use of plastic | **A. Any 4 or All of the above** |

5. Landscaping

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

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	C. Any 2 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	View File
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

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.	A. Any 4 or all of the above

Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	

File Description	Documents
Geo tagged photographs / videos of the facilities	**No File Uploaded**
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	View File

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

The college takes several initiatives to ensure harmonious campus life for students. The curriculum is integrated on courses that emphasise human values. Higher semester students are encouraged to choose courses like Human Rights, Professional Ethics and Human Values as elective or open elective courses. As part of co-curricular activities, students make presentations and develop engineering and science projects on Women-Safety, a support system for the differently abled, with the objective of creating an inclusive world which is workable and also published and patented. The college conducts blood and organ donation drives, raising awareness to empathize with the needy and make life-saving donations. Cyclathons, marathons, and rallies are organised to promote peace and the spirit of brotherhood. All national and international significant days like National Unity Day, Constitution Day, and promoting a tolerant, united, harmonious and sustainable world are commemorated. The institution organises cultural and educational programmes to celebrate Freshers' Day, Women's Day, Teachers' Day, and Engineer's Day. Though a Christian minority institution, the college respects the tradition and culture of other faiths. The college conducts extension activities that benefit the underprivileged in the locality and beyond. Thus the college through its curricular, co-

curricular, extra-curricular and extension activities works towards creating a tolerant, inclusive and sustainable world.

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

With a sense of nationalism and secularism outlook the KCG NCC Company is always carrying out activities with a distinct emphasis on social services, discipline and adventure training. Periodically, some of the Cadets are selected to undergo the adventurous and rigorous military training in attachment with regular Army training Centres, rock climbing, Mountaineering Camps, Trekking Camps, Army Attachment Camps, National Integration Camps etc., The Cadet regularly take part in the Inter-Collegiate NCC competitions. The KCG NCC Company also organizes social service events like Anti – Drug Rally, Blood Donation Camp, Anti – Plastic Rally, visiting orphanages and old age homes and creating awareness among the public regarding Consumer Awareness, Cancer & AIDS awareness, etc. The Cadets are encouraged to complete the "B" and "C" certificate examinations and also encouraged to take up career in Armed forces like Army, Navy and Air Force.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://kcgcollege.ac.in/academic-support/national-cadet-corps-ncc/
Any other relevant information	https://kcgcollege.ac.in/academic-support/national-service-scheme-nss/

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this	**A. All of the above**

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
4. Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various 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

We continue to celebrate all important events, national days and festivals in virtual mode during the pandemic also. The founder'sbirthday was commemorated through virtual mode on 20th June 2020.Commemorating Dr APJ Abdul Kalam Memorial Day, on 27th July 2020.74th Independence Day was celebrated on15th August 2020. Onam was celebrated on29th August 2020. Teachers'Day was celebrated on 5th September 2020 online. 5500 poor children, destitute and senior citizens in old age homes were fed on the occasion of the Chairperson's birthday. World Mental Health Day was observed on 10 October 2020. YMCof KCG College Youth in association with YSCof Chennai Karapakkam celebrated Diwali at Annai Fathima Child Welfare Centre, Sholinganallur, Chennai on 12th November 2020, and Christmas with children in Annai Fatima Orphanage, Karappakkam and HIV Born Girl Children of ARK Service Society, Thoraipakkam on 23rd December 2020.Pongal was celebrated on 13th January 2021. Dr P Deivasundariunfurls the National Flag on the campus on the occasion of the 72nd Republic Day. International Women's Day was celebrated on 6th March 2021. Intellectual Property Rights (IPRs) were

conducted on the occasion of World Intellectual Property Day on 26th April 2021.

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.

(1) Title: Innovation and Entrepreneurship Development Centre (IEDC) : THe IEDC cell was aimed at promoting the innovations in students project. Through their constant support and mentoring , the students were able to innovate, develop new products. As a result the number of patents filed increased from 4 per year to 20 per year.This practice was extended to every student project not only with the capstone project but also with the mini project and other students project done for competitions and every other purposes .

(2) Examination reforms for Internal Exam: Being an affiliated Institutions , University Exam question papers were having a component of uncertainity in students view point. To over come this and to reduce the surprise element or uncertainity , 30 %the internal test question papers were received from the external question paper setter so that the students become familier with varying leverls and standards of the question paper. This helped us to improve our results by 15 to 20 %

File Description	Documents
Best practices in the Institutional website	https://kcgcollege.ac.in/academic-support/iedc/
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

Distinctive Feature : Holistic professional development through KCG Clubs " To make every man a success and no man a failure" – Dr. K.C.G.Verghese, Founder Chairman Aligning our motives to the vision of our beloved Chairman Dr. K.C.G Verghese, our college focuses on holistic education. The main objectives of holistic education are learning about oneself, developing healthy relationships and positive social behaviors, social and emotional development, resilience, and the ability to view beauty, experience transcendence, and truth. Holistic education notes that students need to not only develop academically, but develop the ability to survive in the modern world. They need to be able to rise and face the challenges presented to them in the future and contribute to the world in which they live. Students need to learn to first value themselves, their worth, and recognize their abilities and how to be able to do what they want in life. With this perspective of sensitizing them to the needs of the society, we have established 22 clubs including technical, non-technical and social clubs during the first year of every UG programme offered in the institute.

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

7.3.2 - Plan of action for the next academic year

(1) NBA accreditation for few other departments like aeronautical etc.

(2) Improving the h – index of the institutional publications

(3) Improve the per capita research publications of the institute

(4) Improving the number of internships to enhance employability

(5) Streamlining the Buddy system to improve the peer learning

(6) Introduction of Foreign languages training programs to improve the placement opportunities in the Core area.