YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	`HKBK COLLEGE OF ENGINEERING`
• Name of the Head of the institution	`Dr. M S Bhagyashekar`
• Designation	`Principal`
• Does the institution function from its own campus?	`Yes`
• Phone no./Alternate phone no.	`08025443690`
• Mobile no	`8971079936`
• Registered e-mail	`principal@hkbk.edu.in`
• Alternate e-mail	`director@hkbk.edu.in`
• Address	`#22/1 Nagwara`
• City/Town	`Bangalore`
• State/UT	`Karnataka`
• Pin Code	`560045`
2.Institutional status	
• Affiliated /Constituent	`Affiliated`
• Type of Institution	`Co-education`
• Location	`Urban`
• Financial Status	`Self-financing`

• Name of the Affiliating University	**Visvesvaraya Technological University**
• Name of the IQAC Coordinator	**Prof. Hussain Ahmed**
• Phone No.	**08025441722**
• Alternate phone No.	**9880716564**
• Mobile	**9880716564**
• IQAC e-mail address	**hussainahmed.ec@hkbk.edu.in**
• Alternate Email address	**hussainahmedsaleh@gmail.com**
3.Website address (Web link of the AQAR (Previous Academic Year)	https://hkbk.edu.in/backend/backend/AQAR_Report_2019-20.pdf
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://hkbk.edu.in/backend/backend/IQAC%20CoE-1-2.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**2.07**	**2017**	**09/06/2017**	**08/06/2022**

6.Date of Establishment of IQAC	**03/08/2015**

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	**NIL**	**NIL**	**NIL**	**NIL**

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	**3**

• 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)

1. Conducted Internal Academic Audit 2. Ensured submission of NIRF 3.Remedial Classes were organized to support students who had backlog subjects from previous semesters. 4. Covid task force was formulated during 2nd Covid wave to ensure covid appropriate behavior and sanitization of the campus was done 5. Testing and vaccination drives were arranged. 6. Conducted a Four-Day National Level Workshop on "ENABLING STUDENTS TOWARDS HIGHER ORDER THINKING"

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
Revision of Teaching learning Plan that incorporates higher order thinking among faculty and students.	Conducted a 4 days FDP on Assessment strategies for Higher Order Learning
To inculcate higher order thinking among faculty and students in order to achieve higher order levels of RBT	Conducted a Four-Day National Level Workshop on
To Apply for NIRF Ranking	Sponsored faculty members for workshop in order to understand the framework of NIRF and applied for NIRF
Awareness about various schemes of AICTE like scholarships, sponsorships, research for students, faculty members	Seminar Series on "AICTE Initiatives
To increase participation of students for Certification Courses	Most of the students from various departments enrolled for certification courses from Coursera and NPTEL
Enhancement in the number of Value addition Courses and increase in student participation	Each department conducted minimum one value added course
To Apply for funding for FDPs, various schemes under AICTE,DST,VGST etc	A grant Rs 93,000/- for conduction of ATAL sponsored FDP was granted to ECE Dept

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

- Name of the statutory body

Name	Date of meeting(s)
Governing council	29/09/2021

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2020-21	18/02/2022

15.Multidisciplinary / interdisciplinary

The Vision of National Education Policy, to provide high-quality education to develop human resources in our nation as global citizens, has been adopted by the Visvesvaraya Technological University. Ours being an affiliated institution, program structure and the content for pedagogical transaction is designed by the parent university.

Management, Principal and faculty members have participated in workshops, seminars and webinars to understand the key principles of NEP such as diversity of curriculum and pedagogy with technological innovations in teaching and learning, encouraging logical decision-making and innovation, critical thinking, and creativity. To implement NEP, the Visvesvaraya Technological University has initiated new interdisciplinary centers integrating different departments in addition to the existing inter/ multidisciplinary research and academics. Academic programs are redesigned to include Multidisciplinary /Interdisciplinary courses as electives. All programs are designed in such a way that students get maximum flexibility to choose open elective courses offered by each Department.

The institution believes and is committed to safeguard human rights, promote sustainable development and global well-being, thereby reflecting a truly global citizen in alignment with the goals of NEP.

16.Academic bank of credits (ABC):

As we are affiliated to Visvesvaraya Technological University,we are following the guidelines of the university and at present university is making efforts to implement this scheme for all affiliated colleges.

As per university regulations,the students can acquire a B.E honours degree if student completes online courses that earn him a minimum of 18 credits.The online courses should be from NPTEL/MOOCs.The assigned credits of each of online courses is depending on the duration of the courses.

Online course duration(in Weeks)	Assigned credits

4	1
8	2
12	3

The detailed regulations governing the award of Honours at B.E degree program is given in the VTU circular ref:VTU/BGM/OS-Aca-2020-21/369 dated 3/06/2020 on page 9 under the article 18UG HONRS 6.0.

17.Skill development:

To ensure inclusive and equitable quality of education to students and inculcate lifelong learning capabilities, NEP emphasizes on skills and values-based courses in the institutions of higher learning.

The Skill Enhancement Courses (SECs) are designed to improve the skill levels of students in various domains such as cognitive, analytical, employability, transferable, and communication skills.

Courses like Digital Fluency, Health and Well-being, Environmental Studies, Yoga, cultural activities in line with the Government of India, National Skills Qualification Framework (NSQF) and requirements of Industry 4.0 have been incorporated in the curriculum and the training imparted will help students to get fully trained in accordance with NSQFs and enhance the employability of our graduates as per the industry's current requirements.

To facilitate this process, the institution has signed an MoU and with Infosys which is a free access digital learning platform with abundant learning activities that focus on industry relevant skill development through the lens of domain-specific experts for students and job seekers. On successful completion of certain courses, students can earn certified badges and certificates.

Value added courses/ certification courses in various domains are conducted to enhance the practical exposure of the students by providing hands on training. These courses improve the technical skills of the students and make them industry ready.

The NEP based curriculum expects more testing of higher-order cognitive skills, transferable skills etc. at various levels of degree programs. The NEP curriculum designed and implemented includes transferable skills which will be of value to students not only during the period of academic study but also throughout their careers. These skills include interpersonal skills such as communication skills and teamwork, digital/ computing skills;

entrepreneurial skills; problem-solving skills, research skills, stress management skills and time-management.

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

HKBK College of Engineering, an institute affiliated with Visvesvaraya Technological University (VTU), Belagavai, Karanataka. At the university level, VTU has identified certain regional institute to deliver Engineering knowledge in Kannada medium. At HKBKCE, faculty members proactively translated lab manual on C Programming in Kannada. In alignment with the National Education Policy (NEP) 2020 to educate in the Indian languages for an improved understanding and teaching-learning outcome, institute has encouraged faculty to develop laboratory manual in Kannada and submit a proposal to VTU for translating Text Books in Kannada. In this process Prof Khallikkunnisa, from CSE Department took the step forward to translate C Programming Language Lab manual in Kannada to help students with rural background who had difficulty in understanding English language. She has attended both online and offline Interview with VTU and shown sufficient potential and skill towards kannada translation of Engineering text book in the area of computer science and allied courses. Also Prof, Mamatha Y from Department of ECE, HKBKCE is selected by VTU to translate "Electronic Equipment Maintenance" taught in second year Undergraduate program. Both the faculty members attended orientation and training program conducted by VTU for translation work.

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

HKBK College of Engineering is an institute affiliated with Visvesvaraya Technological University (VTU), Belagavi Karnataka. The VTU has implemented Outcome Based Education scheme since 2018 and upgraded it from 2020-21 as per the NEP 2020 objectives. The education model of OBE in VTU is to customizing the course work through Core, Professional Electives, Open Electives; Skill based ability enhancement courses, non-credit mandatory courses and Internship to provide the necessary support for the students to achieve their goal. The institute IQAC made it mandatory to prepare TLP in the beginning of academic year and review the same with respect to Course Objective achieving and mapping to Program Outcome. During the course delivery, the CO and PO achievement of respective course is reviewed and additional activities recommended achieving targeted outcome of the course. The IQAC also mandated to conduct value addition course every year to fulfill gap in PO achievement as well enhancing skill in emerging technologies.

The institute has ensured each course delivery includes problem solving activity, model and chart preparation, seminars and additional experiments beyond the syllabus.

20.Distance education/online education:

The onset of pandemic and the subsequent lockdown, the institution switched over to online mode of teaching learning without any loss of time and used various ICT tools for the smooth conduction of classes in online and blended mode. Project presentations, Internal Assessment Test, Seminars and Student Development Programs, Induction program etc…, were conducted through online mode. To facilitate effective conduction of online classes, faculties were provided with Head Phones with mic, Digital writing pads and high resolution cameras.

Various ICT tools were used by the faculties to handle the online classes effectively. Zoom link was procured for uninterrupted conduction of Induction program and Seminars. Along with Zoom Application, Google Meet video conferencing Application were also used by the faculties for smooth conduction of Online classes. E-content, video lectures and e-resources were extensively used to improve the online classes. Counselling of students were also done to build confidence during lockdown period. To support students who were in rural area were there was barrier for Internet connection, soft copies of notes were uploaded in the respective Google classroom which helped them to access the notes at any time.

Extended Profile

1.Programme

1.1   **459**

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

File Description	Documents
Data Template	[View File](#)

2.Student

2.1   **2057**

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2   **311**

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   **424**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1   **127**

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2   **170**

Number of sanctioned posts during the year

Extended Profile

1.Programme

1.1	**459**
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	[View File](#)

2.Student

2.1	**2057**
Number of students during the year	

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

2.2	**311**
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	**424**
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	[View File](#)

3.Academic

3.1	**127**
Number of full time teachers during the year	

File Description	Documents
Data Template	[View File](#)

3.2 Number of sanctioned posts during the year	**170**

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

4.Institution

4.1 Total number of Classrooms and Seminar halls	**52**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**1273.43449**
4.3 Total number of computers on campus for academic purposes	**614**

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

HKBK College of Engineering is affiliated to VTU and follows the University curricula. The college process ensures an effective, structured and well-designed curriculum delivery process that enables the delivery ofquality education and builds the professional and personal competence in students.

Ahead of the commencement of the semester the university publishes its academic calendar, hence institute prepares its own calendar of events accordingly. It includes the planning of academic curriculum delivery, Internal assessments, co-curricular and extra-curricular activities.

The respective department prepares the time table for conduction of the theoretical, tutorial and practical components for the courses offered.

Faculty subject allotments are done by the department heads based

on the faculty subject preferences before the commencement of the semester. Therefore, the faculty have sufficient time to adapt and plan and document the efficient pedagogy that suits the courses and benefits the students. Curriculum gaps are identified and Guest lectures,Workshops are organized to bridge the gap. The progress of the syllabus coverage is assessed and discussed in class committee meetings.

Bridge Courses are planned and conducted for the second-year students and diploma students to help them to understand the basic concepts of Mathematics and Technical Courses.

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

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

The academic Calendar published by the institute in-line with the university academic calendar, records well-planned and appropriately paced dates for the conduction of the internal assessments. It is updated and revised with respect to any changes suggested by the university. The calendar also documents the date for the conduction of lab internal assessments. The respective departments schedule the batches for the various lab courses and ensures the smooth conduction of the lab internal assessments also.

Compliance of Continuous Internal Evaluation with Academic Calendar

1. Internal Examinations: Detailed Examination schedule is announced in advance, by Internal assessment committee & respective HODs.

2. IA Question Paper Setting: The Question paper and Scheme of internal assessment is prepared by concerned faculties and is approved by Course coordinators.

3. Blue books evaluation: The blue books are evaluated in each department and marks are recorded and submitted to ensure transparent and unbiased evaluation.

4. Assignments and activites:In addition to the tests, assignments and activitiesare also the part of Continuous Internal Evaluation.

Slow learners are identified after Internal Assessment and remedial classes are conducted to improve their performance. Remedial classes focus on course activities that help them to acquire and retain skills for longer time.

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	**B. Any 3 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

6

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)

9

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

903

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

Human Values and Professional Ethics: To make the students to understand the moral values and professional ethics, various courses like Constitution of India and professional ethics prescribed by VTU are taught to the students in all the engineering programs to imbibe and practice human values and professional ethics.

Environmental Sustainability: It is essential to create awareness among the students regarding the need to protect environment to keep the delicate ecosystems of our planet in balance. The institution offers a course on Environmental Science prescribed by the University to the students of all programmes. The institution also offers the University prescribed mandatory and non-core mandatory environmental courses like Municipal waste water management, water supply and treatment engineering, etc., to educate the students about the need to sustain and preserve the environment.

Gender Sensitization: Gender sensitization includes a positive and gender-intelligent organizational culture, growth and progress of women leaders. The importance of gender equity is integrated in the curriculum through the events organized by College Internal Complain Committee (CICC) of the institution.

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

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

30

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

1005

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**A. All of the above**

File Description	Documents
URL for stakeholder feedback report	https://hkbk.edu.in/backend/backend/Curriculam%20Feedback%20Analysis%20and%20Action%20Taken%20-2020-21.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows	**A. Feedback collected, analyzed and action taken and feedback available on website**

File Description	Documents
Upload any additional information	**No File Uploaded**
URL for feedback report	https://hkbk.edu.in/backend/backend/Curriculam%20Feedback%20Analysis%20and%20Action%20Taken%20-2020-21.pdf

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

450

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

246

File Description	Documents
Any additional information	**No File Uploaded**
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

The previous year's results and one to one correspondence with the mentors helps in identifying the slow and advanced learners.

Advanced learners are advised to participate and compete in technical and non-technical events.

- **Students are advised to select projects based on IEEE transactions and submit proposals to KSCST for finance. The work is continuously monitored by the guide and 2-3 reviews in a semester are conducted.**
- **Students are advised to participate in Seminars/ Conferences to acquire presentation and communication skills.**
- **Students take up mini projects and participate in the competitions conducted in college.**
- **They are also encouraged to take up certification courses**

offered by NPTEL, coursera.

Following measures are taken to improve the performance of slow learners

- **Important topics for exam point of view are taught, previous exam question papers are solved. Notes and learning materials are uploaded on Google Classroom.**
- **Students who do not perform well in test are given re-test/improvement test to improve their performance.**
- **Students who have missed lab sessions due to health reasons or otherwise are provided additional lab.**
- **One to one counselling by the mentor and the student counsellor builds the morale of the students to perform at the higher level.**

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
2057	**127**

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

- **Internships for three to four weeks are programmed for the benefit of students. They are exposed to emerging trends in industry and realize their potential, by working on different tools. The institute also assigns tasks based on modern tools and the students use these tools to implement a specific application. They are supported by hands-on session and a tutor/ faculty guides them through their work.**

- Students are asked to deliver seminar on current trends or from the syllabus by preparing PPTs on those topics and submit the report.
- Problem-solving capabilities are enhanced by forming student teams who work together to solve a problem, complete a task/ project, and participate in the design of a working module. Group tasks, assignments, mini projects, quiz programs, poster and paper presentation contests are held. These activities enhance their competitive instincts and innovative skills.
- Faculty assign tasks, assignments, activities in which students engage in complex, challenging problems and collaboratively work toward their solutions by using interdisciplinary ideas.
- In labs some additional exercises are given to the students to solve the problems using simulation tools and verify the design of the particular problem/ application.
- After completion of some topics from the syllabus, students work on application of theory learnt through simulation and verify the theoretical results. It helps to bridge the gap between theoretical concepts and its practical applications.

File Description	Documents
Upload any additional information	[View File](#)
Link for additional information	Nil

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

Information and communication technology is a mode of communication that uses information and communication technology to support, enhance and optimize the mode of delivery of the Teaching Learning Process. This tool is found to be very effective in imparting knowledge and creativity among students. They find these tools a pleasure to work with and hence the learning process becomes enjoyable. Students exhibit keenness to learn and develop innovative skills. We at HKBKCE use the following tools to strengthen our teaching learning process. It includes the following.

LCD projector:

1. Most of the classrooms and Labs are equipped with LCD

projectors and quite a good number of rooms also have desktops to support display of information in classrooms. All faculty members use the powerpoint presentation for many topics with visuals to facilitate better understanding.Each classroom and lab has WiFi connectivity to facilitate students and staff to use their electronic gadgets to download information.

Google Classroom: Most faculty members use Google Classroom and upload notes, assignments, question banks, scheme, Powerpoint presentations, Video Lectures, Slideshare, Quiz, multiple choice questions. Students can have access either through their laptops, desktops, mobile phones anywhere.

E-Resource:

Our institute has e- Resource facility available through VTU e-consortium and we have access to IEEE journals.

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

105

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

127

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	**No File Uploaded**
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

23

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

754

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 to VTU and hence governed by its rules. As per norms, three IA tests are conducted in a semester; every course coordinator submits one set of question papers to the HOD. HOD scrutinizes the quality of question papers and the same is submitted to the principal. Every year one of the departments is given the responsibility to conduct the internal assessment tests and the HOD of the concerned department is allotted as Deputy Chief Superintendent (DCS).Due to Pandemic,these IA tests were conducted in the online mode.The subject faculty create a google meet link for the conduction of IA tests and this link is shared with the chief IA coordinator,Principal and the class teachers.The question paper is uploaded in the class whats app group 5 minutes prior to the start of the test and students joined the google meet shared with them.The students upload their answer scripts after the completion of the test in the stipulated time either by email or via google form. Scheme of evaluation is made to ensure uniformity in evaluation. The scheme and the question paper is ratified by the course coordinator. In every lab session, students submit the Record Book and marks are awarded based on the rubrics. At the end of the semester, an IA test is conducted, CIE is done based on Record bookmarks and test marks. HOD also ensures the quality of the assignments and its evaluation process.

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 institute has an efficient, transparent and time- bound system to deal with examination related grievances. At the institute there is a full proof system to conduct Internal Assessment tests under the supervision of the Principal who would also be the Chief Superintendent. The institute also has an internal malpractice committee under the chairmanship of Dr. Chandrakumar, HOD Engineering Physics. The Principal/ Chief IA coordinator/HOD monitors the conduction of Internal Assessment tests and ensures that Internal Assessment tests are conducted as per the norms. They join the google meet randomly and any irregularities observed are reported to the chief superintendent. Due to conduction of

tests online, if some students had difficulty in uploading the scripts due to network connectivity or any other problem, they were asked to send the scripts through mail by reporting the same to the concerned faculty. The answer books are evaluated by the course teacher within a week and distributed to students in the class. The course teacher discusses the scheme and solution of the Internal Assessment question paper. If the student feels that the evaluation of the blue books is not properly done then the student approaches the concerned teacher and discusses the matter. If he/she is not satisfied they approach the HOD for redresses of these grievances.

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

2.6 - Student Performance and Learning Outcomes

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

Institute disseminates POs, PSOs and COs at prominent locations in the institution as explained below.

- Displayed in all corridors, labs and staff room.
- Published in Lab manuals and record books
- Circulated to all students at the beginning of semester in the form of printed material along with a calendar of events.
- Conducting Student Development Program, Value Addition Courses and Bridge Courses to reinforce that CO / PO.
- The new faculties joining the college are briefed about COs, POs and their attainment by the HODs.
- The faculty devotes 2-3 classes to explain to students the need for learning outcomes and course outcomes and how they will be met by the program curriculum at the beginning of the semester.
- COs are defined by the university in the syllabus. At times, some CO defined by the university will not be mapped to any topic given as part of syllabus. In such cases course faculty meeting is conducted and if required one question / assignment/ Activity is given to the student so that that particular CO attainment can be evaluated.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil
Upload COs for all Programmes (exemplars from Glossary)	View File

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

The methods used for measuring attainment of POs, PSOs and COs are:

1. Direct Assessment Methods: Internal Assessment, Activity Based Learning, Lab Work, Project Work and University Results

2. Indirect Assessment Methods: Exit Survey, Course Survey.

4-5 courses are defined in the syllabus for each of the courses and CO for each of the course is measured separately. The overall COs is measured by assigning 10% weightage to indirect methods and 90% weightage to direct methods. To measure direct attainment, we use IA marks / Blue books. Each questions are mapped to one or more COs and the marks secured by the students for those questions mapping to that COs are tabulated in a excel sheet. Then the level is assigned based on the rules stated below:

CO attainment levels are classified according to the following:

1.Level 1: 40 - 45% of students securing >60% of maximum marks

2.Level 2: 45 - 50% of students securing >60% of maximum marks

3.Level 3: More than 50% of students securing>60% of maximum marks

CO to PO mapping is done for every course and PO attainment is evaluated again using direct and indirect methods.

The evaluation of attainment process is continuously updated.

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

2.6.3 - Pass percentage of Students during the year

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

424

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://tinyurl.com/pp3cwwmp

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://hkbk.edu.in/backend/backend/SSS_(2020-21).pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

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

10

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	[View File](#)

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

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

0

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

3.2 - Innovation Ecosystem

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

The Institution has always tried to find ways and means to enhance research culture among all the stakeholders, in this regards this

year keeping in view the post-pandemic requirements and the new normal, a number of initiatives have been taken up and met with success.

1. Formation of research clubs and forums, wherein a number of programmes on various research schemes were imparted to staff and students. Also, a project exhibition on all the UG projects was organised in online mode this year which was met with success. The research forum gave lectures on emerging research topics by doctorate holders of our college on a monthly basis.

2. Project presentations with a University designated Professor to evaluate our UG projects and recommend our best projects for funding have been initiated and similarly one of our staff would also be nominated to evaluate projects of other Institutions hence this interaction helps in sharing knowledge and also understanding the innovative culture among staff and students.

3. Regularly the doctoral students registered with our institute have been presenting seminars and colloquiums to disseminate information on their research works and are also evaluated as part of their academic requirements of Ph.D. degree.

This has resulted in the enhancement of research and innovative outcomes which has been reflected in an increase in the number of quality publications.

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

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

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

3

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

3.3 - Research Publications and Awards

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

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

0

File Description	Documents
URL to the research page on HEI website	*https://www.hkbk.edu.in/engineering/doctorate-programs*
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	*View File*
Any additional information	**No File Uploaded**

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

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

72

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

33

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

During the academic year 2020-2021, we had an unfortunate spread of coronavirus and a pandemic was declared. In this scenario, public gatherings were banned for a very long time. During these difficult times, HKBK Ce has taken many initiatives in order to reach out to the neighbourhood communities.

1. When full lockdown was being observed the management of HKBK CE funded free distribution of food packets to the needy and on an average of 500 food packets were distributed area wise three times daily going from door to door at poor localities.

2. As the pandemic was spreading the biggest worry was to test the maximum number in our population so as to document and curtail the spread of the disease. RTPCR Testing of staff, students and all other stakeholders were done regularly

3. When the government declared vaccination to be carried out for different sets of our population, HKBKCE has organised a number of vaccination camps, also a regular database of staff, students and other stakeholders getting vaccinated were recorded and this data was shared with our University so that it would help the University to make informed decisions for conducting safe classes and examinations.

4. A total of 199 students have participated in extention activities. Additional details are uploaded along with sample certificates

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

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

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

0

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

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

5

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

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

3.4.4.1 - Total number of Students participating in extension activities conducted in

collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

404

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

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

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

26

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

18

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The institution has 48 class rooms, 4seminar halls, 44 laboratories, Library and Information Centre (L&IC) is 1090.68 Sq.m, Principal's office, Director's office, Board room are 106 Sq.m, HOD's cabins are 33 Sq.m, 75 Faculty rooms covering 848 Sq.m, Placement cell and R&D centers each having 66 Sq.m.

Department Seminar halls and most class rooms are equipped with LCD projectors with internet.

Laboratories are equipped with modern experimental setup, Charts, Models, Licensed softwares catering to VTU curriculum.

The L&IC has seating arrangements for about 175 users at any point-of-time, Wi-Fi, digital learning resources, online access to journals, e-books, e-management etc. these are accessible across the campus through LAN. It has a huge collection of books, CD's and DVD's. Integrated Library Management System , LIBSOFT version 12.0.0 software. The Online Public Access Catalogueis used. The e-resources. Membership of VTU Consortium and DELNET available, VTU e-learning facility is in ISE department.

The institute has Placement cell, HR cabin of 103 Sq.m, central seminar hall 1000 Sq.m, and girls room 103Sq.m.

Maintenance and housekeeping each have 40 Sq.m, Exam control room is having 50 Sq.m, and Central stores 54 Sq.m.

Electronic surveillance is in place.

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

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

College has a total of 4800 Sq.m area of ground for outdoor games such as shuttle, badminton, volley ball, throw ball, cricket, football, basketball, kabaddi, tennis and hand ball etc., separate indoor games facility for table-tennis, carom, chess etc.All sports material is provided by Institute. Physical Director conducts day to day sports activities. Sports competitions are conducted at the college level and the winners are awarded on the Sports day. College teams are selected to participate in VTU, intercollegiate and inter-university competitions are paid TA/DA. College organizes VTU, All India coaching camp and other intercollegiate sports and games. A well facilitated gym available inside the campus with good trainer..

Students are encouraged to participate in the Cultural and Technical activities. Individual department organizes inter-collegiate fest every year which includes cultural and technical activities such as fashion show, engineering eye, beg borrow steal, technical quiz, junk yard, contest of fame, face painting, slow bike race, poster presentation, paper presentation, treasure hunt, gaming, model presentation, mini project etc. Inter Departmental co-academic competitions are conducted to enhance the talents of students.Outstanding performances at University, State and National level competition are rewarded.

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

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

54

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://hkbk.edu.in/backend/backend/Geotagged%20photos%202020-21.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

307.46294

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)

- **Name of ILMS software – Lib soft.**

- **Nature of automation (fully or partially) - Fully Automated**

- **Version - 12.0.0**

- **Year of Automation - 2009.**

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

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	**C. Any 2 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)

17.05000

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

75

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

Technically qualified IT and Networking expert, for preventive and breakdown maintenance exists.

In 2013-14 Wi-Fi with speed of 10 MBPS and 28 indoor and 2 outdoor access points, by Net4 India/Piptel.

Speed increased to 20 MBPS, 26th August 2014, by ACT fibernet. Speed increased to 50MBPS, 14th February 2017.

16th September 2018, speed increased to 100 MBPS, 6 new access points total 34, by 'ONEOTT INTERTAINMENT LTD.'

In 2013-14, total 458 branded desk tops. Licensed software's available as per VTU curriculum.

21 systems added in ISE and EEE, total, 479 in 2014-15.

In 2015-16 systems upgraded in ECE department, 20 new systems added to CV, total 509.

In 2016-17, 18 and 15 systems added to ECE and CSE respectively, total 542, same in 2017-18.

In 2018-19, 62 and 07 systems added to ISE and CV, respectively total, 613.

Total Printers, 11 in 2013-14, increased 1 in each successive year to 14. In 2017-18, and 2018-19, 2 printers added, total 18.

6 Scanners, each department having at least one, except ECE and CV departments.

Projectors were 36 from 2013-14 to 2017-18, 5 more added in 2018-19 making the total of 41 at present.

UPS with backup of 2 hours for each department.

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

4.3.2 - Number of Computers

614

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

965.97155

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.

Structured system for maintaining and utilizing the facilities is in place. Transport facility for faculty and students. Security is in house, security guards with external private agency work in two shifts round the clock.

Classroom Facility Maintenance: Before each semester the classrooms are checked by the facility management team and maintenance is done.

IT Maintenance: Technically qualified IT and Networking expert carries out preventive and breakdown maintenance.

Sports Facility Maintenance: The sports facilities are maintained by PE department. A stock register and issue register are maintained. Stock verification of the sports items is done at beginning of each semester. The gym instructor maintains the gym equipment.

Library maintenance: Students should renew their library card at the start of every odd semester. Identity card and signing in gate register is must to enter library. Students are entitled to borrow 4 to 7 books. In case book is lost or damaged, it is to be replaced or double the cost be paid.

Laboratory Maintenance: Safety norms are displayed. In house servicing is done every six months. Major repairs are outsourced as per procedure. Consumables are purchased every six months. The institution has visiting General Practitioner (GP) for medical emergency.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://hkbk.edu.in/backend/backend/HKBKCE%20Infrastructure%20Maintenance%20Policies.pdf

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

353

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
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

365

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	B. 3 of the above

File Description	Documents
Link to Institutional website	https://hkbk.edu.in/backend/backend/5.1.3CapacityBuilding_HKBK.pdf
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

497

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

497

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	**B. Any 3 of the above**

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

158

File Description	Documents
Self-attested list of students placed	View File
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

5

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

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

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

3

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

5.3 - Student Participation and Activities

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

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

0

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

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)

The Institute has Student council and students actively get involved in various committees.

1. Students Counseling / Welfare Committee:
2. College Internal Compliance Committee/Women welfare Committee:
3. Grievance Redressal Cell:
4. Hostel Committee :
5. Programme Assessment Committee: (PAC)
6. Anti-ragging Committee
7. Magazine / Editorial Committee:
8. Sports & NSS Committee:
9. Alumni Association®:
10. Cultural Committee:

File Description	Documents
Paste link for additional information	https://www.hkbk.edu.in/engineering/clubs
Upload any additional information	View File

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

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

4

File Description	Documents
Report of the event	View File
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

HKBK College of Engineering Alumni Association is registered on26-06-2010 and the registration Number is SOR/BLU/DR/338/2010-11.

The HKBKCE Alumni Association has the composition of Chief Advisor as Prof. Hussain Ahmed, Head Of the Department, Electronics and Communication Engineering(ECE), Vice President as Prof. Syeda Husna Mohammedi, Assistant Professor, ECE, Treasurer as Prof. Abdul Saleem, Assistant Professor, ECE, Joint Secretary as Prof. Salim sheriff, Assistant Professor, Mechanical Engineering and Executive Members as all HKBKCE staff who are alumnus of the college.

College organizes a centralized Alumni meet every year. Students from various departments like Computer Science and Engineering, Information Science and Engineering, Electronics and Communication Engineering, Electrical and Electronics Engineering, Civil Engineering, Mechanical Engineering and MBA participate in the alumni meet.

The Alumni meet was conducted in 2021.

One of the Alumni is invited as Chief Guest and he/she will be felicitated on that day.

Alumni students who contributed for the department in terms of guest lectures, training to students, conducting courses were appreciated and given memento to recognize their contribution.The alumni students help the institution by recommending industries and other agencies in getting placements for the institution.

In the alumni meeting, college Vision, Mission, Programme Outcome, Programme Specific Outcome, Course Outcome were discussed. Program and Course gap were discussed. Alumni students were giving the details about how to fill these gaps.

File Description	Documents
Paste link for additional information	https://alumni.hkbk.edu.in/page/About-Us.dz
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year (INR in Lakhs)	E. <1Lakhs

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

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

Statutory, Non-Statutory bodies and Committees which includes various stakeholders contribute to the attainment of the Vision & Mission of the Institution.

The Heads of the Departments and most of the faculty are members of various Committees such as IQAC, Disciplinary Committee, Student Welfare Committee, Anti-Ragging Committee, College Internal Compliance Committee (CICC), Cultural Committee, Sports Committee, Research & Development Committee, Alumni Association, The Library committee, SC/ST/OBC welfare committee, which meet regularly to steer Academic, Cultural as well as Research programs in the Institution.

The policies framed by the Governing council are implemented by Principal and IQAC. IQAC at the Institution critically examines all the Departmental Academic activities. It is a continuous and regular process which continues to receive valuable input from the stakeholders. The HODs ensure in keeping the Institution ahead and successfully attract merited students and eminent faculty. The Institution provides active support in Research and innovation. The management has iniatituted the awards and recognition scheme to promote research culture.

To empower the students and enhance their leadership qualities several student clubs such as The Literary club (TLC), The Humanitarian club (THC), Centre for Art Design & Technology (CADET), Centre for Entrepreneurship Development (CED), Centre for Career Guidance (CCG), Change Maker Talks, Sports Academy, Centre for Music Conservatoire (CMC), Centre for Research & Development (CORD) are established, The faculty members encourage the students to participate in these club activities and improve skills.

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

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

Decentralization and participative management system are at the very core of Institute's governance. All academic/non-academic practices/processes and plans are established by the respective committees and the same are pursued to meet the Academic and the Administrative objectives of the Institution.

Several committees, involving all the stakeholders-principal, HODs, Faculty, Staff as well as students have been setup. Regular meetings of these committees are held for the effective and smooth functioning of the institute.

There are three levels of administrative structure under which all the activities of the institution are carried out

Society level - The management of the institute is steered by Governing councill and directs the Principal to implement the policies and Programs accordingly.

Institute level - Principal implements these policiesin consultationwith the IQAC and the HODs. Principal has thefinancial power and is authorised to take any academic decisionfor the development of the institution.

Department level - The Department Heads are responsible to administer the academic or non-academic activitiesand report to the Principal. HODs convene class committee meetings and Faculty meetings to implement all activities.

The student counselor continuosly interacts with the students and suggest remedial ,measures for the institution.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

IQAC prepares Strategic/ Perspective plan by involving all the stakeholders of the Institution, at the beginning of each semester is aligned with University and Institutional Academic Calendar and gets the approval of the Governing Council. Planned programs are effectively deployed by Departments and Committees/ Clubs and monitored by the Principal.

The onset of pandemic and the subsequent lockdown, the institution switched over to online mode of teaching learning without any loss of time and used various ICT tools for the smooth conduction of classes in online and blended mode. Project presentations, Internal Assessment Test, Seminars and Student Development Programs, Induction program etc…, were conducted through online mode. To facilitate effective conduction of online classes, faculties were provided with Head Phones with mic, Digital writing pads and high resolution cameras.

Various ICT tools were used by the faculties to handle the online classes effectively. Zoom link was procured for uninterrupted conduction of Induction program and Seminars. Along with Zoom Application, Google Meet video conferencing Application were also used by the faculties for smooth conduction of Online classes. E-content, video lectures and e-resources were extensively used to improve the online classes. Counselling of students were also done to build confidence during lockdown period. To support students who were in rural area were there was barrier for Internet connection, soft copies of notes were uploaded in the respective Google classroom which helped them to access the notes at any time.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	**Nil**
Upload any additional information	View File

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

The highest body in the institute is the Governing Council (GC). Its duties are to set the long term and short term goals of the institute and monitor the progress of the institute along these lines. It takes major decisions regarding the policy making, future plans & strategies for enhancement and development and financial allocations. The Chairman and other members frame directive principles and policies, amend and approve policies from time to time, it also hascertain administrative roles like approving appointments at all levels, sanctioning budget under various account heads, policy changes. IQAC which functions independently under the Principal's directions acts as a watchdog regarding quality aspects of the Institution. IQAC has been set up as per the norms of UGC. Functions of various Bodies,various Committees / Clubs play a vital role in the conduct of various programs to cater to both academic and non-academic activities of the Institution.

Administrative Setup: The institution consists of Admission Section, Examination Section & Accounts Section. The organogram of the organisation setup is given as a link.

File Description	Documents
Paste link for additional information	https://hkbk.edu.in/backend/backend/Service%20Rules%20&%20Ammendments.pdf
Link to Organogram of the institution webpage	https://hkbk.edu.in/backend/backend/orgonogram.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in	**A. All of the above**

areas of operation Administration Finance and Accounts Student Admission and Support Examination	

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

The following are service benefits and welfare measures extended to the employees

1. Training needs of the teaching staff is identified through annual appraisal to enhance the capabilities of the teacher. Faculty development program and training programs are organized by the institution which provides a platform for the staff to learn and train themselves.

2. Maternity leave is given to the women employees for a period of 180 days. Faculty members are given casual leave of 15 days in a year, sick leave for a period of 7 days and marriage leave for 15 days and OOD leave for valuation and Squad duty.

3. Medical Health Insurance

4.Group insurance

5.Employees Provident fund.

6. Transportation facility is also provided for faculty members

7. Non- Teaching staff are deputed for Workshops / Faculty development programs.

8. Non- Teaching staff are provided with Earned leave of 15 days in a semester, sick leave for a period of 7 days and marriage

leave for 15 days.

9. Teaching and non teaching staff were given special sick leave for those who were affected by COVID 19.

File Description	Documents
Paste link for additional information	https://hkbk.edu.in/backend/backend/Service%20Rules%20&%20Ammendments.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

5

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

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

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

38

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

86

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

Performance Appraisal System

HKBKCE has designed the PAS as an initiative to measure the

performance of faculty.

- ○ Faculty are assessed in

- Academic Performance - Teaching (Students Results, Innovative teaching, Industry -academic Interaction), Curricular, Learning and evaluation related activities, co-curricular, Research publications and Professional development related (FDP, seminars, conferences organized, attended) and academic contributions.

- Behavioral parameters are also given weightage such as knowledge of work, Communication, Interpersonal skills & attitude.

- ○ The HOD will have a one –to – one discussion with the appraisee and share the feedback.
- ○ Duly signed forms by HOD will be sent to the principal for review and sign off.
- ○ The forms would also be juxtaposed with the student feedback on each of these faculty members while reviewing.
- ○ The final appraisal forms will be sent to management for their review and further action.
- ○ Non – Teaching staffs are assessed on criteria like Approach to work, Quality of work, Code of Conduct, Attitude and Personality.
- ○ Increment was given to all staff (both teaching and non-teaching) who have completed more than one year in the institution.

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

6.4 - Financial Management and Resource Mobilization

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

HKBKCE regularly conducts internal and external financial audits. It has a full-time Accounts Department since inception to ensure

maintenance of annual accounts and audit. The expenses will be monitored by the accounts department .The institutional accounts are audited regularly by Auditor. Internal Audit : Internal Audit is conducted by an Internal Auditor. Internal audit is conducted twice a year for the period ending 30/9 and 31/3.Independent external Auditor conducts statutory audit covering all financial and accounting activities of the Institute. This includes scrutiny of the following: (a) All receipts from fee, donations, grants, contributions, interest earned and returns on investments. (b) All payments to staff, vendors, contractors, students and other service providers. If discrepancy observed is reported for review and reported to Governing Council. Finance department submits detailed clarification to the issues raised and same is ratified by the GC. External Audit: Independent Chartered Accountant oppointed by the Institute as a statutory Auditor examines all the books of accounts and financial transactions at the year end and prepares final statement of accounts for filing and return of income submitted to the governing council for review and approval. After approval filing the return.

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

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

127.5

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

Most of the funds required by the institution are being met out of internal generation from fees collected. The Karnataka government regulates fee to be collected from the students for the institutions are fixed by Directorate of Technical Education (DTE)/AICTE. The tuition fee fixed for the institution depends on the infrastructure available, the faculty strength, and sanctioned students strength by VTU Belagavi for individual branches. The DTE takes the data from respective colleges every year and conducts inspection to finalize the student's fees for undergraduate and post graduate courses. The other sources of income are:

1. Transport fees collected from students.

2. Admission fees.

3. Application Fees.

4. Examination Fees.

1. Institute adheres to Utilization of budget approved for academic expenses and administrative expenses by management.

2. After final approval of budget the purchasing process is initiated by purchase committee which includes all head of departments and account officer, accordingly the quotations called and after the negotiations purchase order are placed.

3. All transaction has transparency through bills and vouchers.

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

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

Regular meetings of IQAC are conducted under the chairmanship of

Principal with the fixed agenda and suggestions are taken from all the members for improvement in TLP and overcome curriculum gaps.

Practice -1: TLP

On the basis of the syllabus and workload distribution every teacher drafts the Teaching Plan for the course to be taught in the ensuing semester which is reviewed by the Head of the department /Coordinator.Impleted lesson plan as per the calender of events is monitored by HOD. The IQAC has ensured the following.

- CO-PO attainment process fine tuned
- Value added & certificate course have done and impact analysis carried out for the programs conducted.
- Institution regularly conducts FDP's, refresher courses, Workshops, Seminars, training programs and conferences for students and staff.
- Fine tuning of project internship evaluation rubrics.

Practice 2: Train the trainers program

IQAC took the initiative to conductprograms to enhance the skill set of the faculty by organizing two workshops on "Awareness on National Institutional Ranking Framework" and "Enabling Students towards Higher Order Thinking. Under the first program the parameters broadly covered teaching, learning and resources, research and professional practices, graduation outcomes and outreach, inclusivity and perception. The second programprovided a platform tofaculty to think beyond the box and enhanced their understandingGraduate Attributesor Program outcomes, Modern Tool Usage to Life-long learning and achieving higher order ofBloom's Taxonomy levels.

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

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

The institution reviews it's teaching learning process, structure and methodologies of operations and learning outcomes at periodic

intervals. Some of activities of IQAC in this regard are:

1. Students feedback on faculty, teaching learning process and evaluation: Students feedback significantly shows the actual quality of teaching learning process. The student's feedback is conducted as per the AICTE norms.

2. During to pandemic institution quickly shifted to online mode of teaching and various quality assurance strategies were implemented specially development of e-content, video lecture and use of e-resources on teaching and related activities. Zoom, google meet and google classroom learning platforms are used to conduct the online classes and to streamline the process of online mode.

IQAC has created homely atmosphere to the student community through Proctoring Committee which has identified mentors to each of the students at the institution. The mentors bridge the gap between Institution and the Parent Community. IQAC believes in "Healthy Mind in a Healthy Body" and hence through The Humanitarian Club, it creates awareness among the students about health and also conducts the Yoga Activities through The Humanitarian Club.

3. Remedial Classes: The teachers conduct remedial classes and revision for the students wherever needed.

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

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

File Description	Documents
Paste web link of Annual reports of Institution	https://tinyurl.com/pp3cwwmp
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

Gender Equity:

HKBK College of Engineering is co-education institute provides equal opportunity to all gender in the class room as well as in co curriculum activities and employment. At present more than 35% students are woman. HKBK CE being affiliated institute to VTU follows the curriculum set up by University. In present curriculum, course on "Constitution of India, Professional Ethics and Human Values" explained the constitutional guaranty of equal opportunity for every citizen of all gender in every domain of public life. The course on "Introduction to Management and Entrepreneurship" create awareness and sensitized about Gender Equity. In co-curriculum activities of all field equal opportunities are provided to all students. The department of physical education provide equal sports facilities for girl students as well as organize various athletic events for Girl students. On the occasion of annual sports day, various sports competitions events are organized for Girls as well as women staff. Girl students are encouraged and mentored to compete in various events at intra and inter-institute level. The CICC organize various field visits and interaction programs with leaders to instil the courage and confidence among women students as well as staff to assert in every field of influencing society.

File Description	Documents
Annual gender sensitization action plan	https://hkbk.edu.in/backend/backend/7.1.1.pdf
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://hkbk.edu.in/backend/backend/7.1.1.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	B. Any 3 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	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

Waste Management Policy

The process and mechanism of solid waste, liquid waste and e-waste management is in place. The institute has put up the waste management facilities signage and equipment across the campus.

** 1. Solid Waste Management:**

The institution implements solid waste management bywaste segregation at the source itself. Dustbins are placed in every classroom, laboratory, rest room anddifferent locations in the campus. House Keeping staffsmanageall the waste generated in the campus.

2. Liquid waste management:

The institution follows the systematic procedure for proper management and disposal of liquid waste. The wet waste from the college, hostels and canteen is given away to bio fertilizer plants for making eco-friendly fertilizers.

3. E-waste management:

The institution has undertaken a number of E-waste Management initiatives with the objective of creating an eco-friendly environment in the campus.E-wastes such as electronic components (plastic/metallic) are handed over to agencies which help recycle these materials.E-Waste disposal process through solution providers like "Eco Centric Management Pvt Ltd" has been initiated.

　1.　Hazardous Waste Disposal in Chemistry Lab,

Disposal of chemical waste is coordinated by the Facility Management Division (MMD).Bottles/containers with chemicals for disposal must have clear labels with details of the contents.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

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

B. Any 3 of the above

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

7.1.5 - Green campus initiatives include

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

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	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	No File Uploaded

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

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

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment	A. Any 4 or all of the above

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	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

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

HKBK College of engineering though a religious minority instituteit takes the pride in providing cohesive atmosphere to students and staff from multi-diverse background. The institute policy of inclusiveness as in practice gives equal opportunity to every student and staff for professional development. The Institute conducts various socio-cultural events like "Kannada Rajya utsav" every year on 1st November as mark of Karnataka State foundation day celebration. On the occasion of this event, students from diverse cultural background participate in various activities like Rangoli competition, campus decoration, procession with in campus and cultural events to show case various cultural aspects of Karnataka. The most popular Malayalam festival ONAM is celebrated, inMELAM students from different linguistic back ground dressed up in kerala custom.. The Institute celebrates Fresher's Day as "Ethnic Day". On the occasion of Ethnic Day all students and staff come in respective cultural dress. It creates the environment of harmony in diversity. This strengthened religious, cultural and social harmony . The fees waive off partially or fully benefit is extended to students from SC, ST and minorities communities.

As a policy of religious harmony, institute provide interest free advance on the occasion major festivals like Eid, Diwali and Christmas.

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

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

The Institute celebrates every year Republic Day on 26th January and Independence Day on 15th August. All the staff members and students are invited and encourage participating in various activities organized on this occasion. To sensitize the students and staff about constitutional obligation, poster competition and cultural program are organized. On this occasion, an eminent personality is invited as chief guest to give the message of rights and responsibilities as of a citizen towards the nation. The role of an individual as citizen for the progress and prosperity of the nation is conveyed in the context of prevailing situation of the country. Constitution Day also known as 'Samvidhan Divas', is celebrated in the institute on 26th November every year to commemorate the adoption of the Constitution of India. HKBK College of Engineering celebrates this day by organizing quiz and easy competition on Constitution. These events are organized to sensitize the students and staff about constitutional obligation as the citizen of India. The daylong celebrations conclude with reading of preamble of constitution and taking the pledge. All the students and staff members are stressed upon to follow the preambles of constitution and always work for strengthening the national ethos.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://hkbk.edu.in/backend/backend/Constitutional%20Obligations.pdf
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts	B. Any 3 of the above

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	View File
Any other relevant information	View File

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

HKBK College of Engineering celebrates national and international days on every occasion.

1.Every year on 26th January, Republic Day organized at Institute level every year. Main function includes National Flag hosting by head of the institute in presence of invited special guest of the occasion.

2.Every year on 15th August,celebrate Independence Day with patriotic fervour.

3.Every year on 5th September, Teachers Day. Institute celebrates Teachers' Day, which is also the birthday of Dr. Sarvepalli Radhakrishnan, the first Vice- President of independent India and the second President of the country.

4.Every year on 26th Nov. Constitution Day. Institute celebrate the Constitution.The students and staff are asked to follow the preambles of constitution and always work for strengthening the national ethos.

5.Every year on 12 Jan., National Youth Day celebrated in the Institute. The event to commemorate the birth anniversary of Swami Vivekananda, maker of Modern India.

6.Every year on 8th March, Women Day. The Institute celebrates international woman day on 8th march every year. On this occasion the speakers highlight the importance of Women empowerment that leads to social justice and equality.

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	View File

7.2 - Best Practices

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

Best Practice 1

1. Title of the Practice: "Students' Holistic Development Mentoring System"

2. Objective of the Practice

HKBK College of Engineering being self-finance institute has the privilege to admit the students from all over passed out from the various boards of education are challenge for the faculty members to bring synergy in teaching methodology. Also the social and geographical diversity of students pose the complex problem to the teacher to synchronize the teaching to the class. In this context, initial evaluation of all the first year students is conducted during orientation program. The orientation program team consist of senior faculty as coordinator, mentors, students' welfare committee coordinator and students' counsellor.

Best Practice 2

1. Title of the Practice: "Students and Faculty Well Being"

2. Objective of the Practice

- **To enhance positive thinking and attitude.**

- **To provide opportunities of learning life skills towards happy and peaceful living.**

- **To make students and staff deliver to the best of potential.**

File Description	Documents
Best practices in the Institutional website	https://hkbk.edu.in/backend/backend/Best%20practice.pdf
Any other relevant information	**Nil**

7.3 - Institutional Distinctiveness

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

Enabling the Students to Excel through Policy of Financial Inclusiveness and Secured Campus

Financial support to socially and financially weak students:

HKBK College of Engineering being a religious minority Institute is committed to provide the access and opportunities for professional excellence to students from weaker sections of the society. The Institute policy of socio-economic development of weaker sections of society ensures that students from weaker sections of the society get the opportunity for professional education.

Secured and Safe Campus:

The Institute provides the Group Insurance scheme for all staff members and students. This helped the member of the scheme towards meeting emergency requirement in case of critically ill or mortems. There are more than 50% students and staff with the economically weak background. The institute takes care of student's security specially girl's students. The whole campus is covered with CCTV as well as round the clock security in campus as

well as at Hostel. The transport facility is provided for hosteller as well as day-scholars. This is evident as ratio of Girls-Boys students in circuit branches programs is more than 30%. Within campus separate common room as well as rest rooms in each block is provided.

File Description	Documents
Appropriate web in the Institutional website	**No File Uploaded**
Any other relevant information	[View File](#)

7.3.2 - Plan of action for the next academic year

HKBK College of Engineering takes specific initiatives in changing situation towards conducsive ambience of learning for students and staff.

The institute planned to celebrates national and international commemorativ days with more participation from students. In addition to regular evnets and celeberations of national, cultural and comemunal harmoney program conduction, we planned -

1- One week awareness and orientation program on NEP 2020.

2- Universal Human Values programes of AICTE to be attended by faculty members.

3- To promote UNNAT BHARAT. Abhiyan.

4- Conducting KARMA skill development program as per AICTE skilled work force development initiatives.

5- PARAKH awareness and orientation programes for students and faculty members.