

Three day Training Cum Workshop on “NBA Accreditation and SAR Preparation” -Reg.

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Ref: KLEF/RO/ADMINISTRATION/2021-22

Date: 21-02-2022

Orders of the Vice-Chancellor dt.21-02-2022**CIRCULAR**

Sub: Three day Training Cum Workshop on “NBA Accreditation and SAR Preparation” -Reg.

Ref: Letter dated 21.02.2022 from Dr.K. Rama Krishna, Dean (Quality).

This is to inform that IQAC and ASC are jointly organizing a Three (3) day workshop on “**NBA Accreditation and SAR preparation**” from **23-02-2022 (Wednesday) to 25-02-2022(Friday)** from **9.30 a.m. to 4.30 p.m. in Peacock Hall** as per the details given below.

S.No.	Date	Criterion Number	Resource person
1	23.02.2022	I	Dr. A. Srinath
2	23.02.2022	II	Dr. Raghuvveer & Dr. K. Chaitanya
3	23.02.2022	III	Dr. K. Subramanyam & Dr. Ch. Hanumantha Rao
4	24.02.2022	IV	Dr. Ch. Hanumantha Rao
5	24.02.2022	V	Dr. P V Chalapathi
6	24.02.2022	VI	Dr. D V A. Rama Sastry
7	24.02.2022	VII	Dr. K. Subramanyam & Dr. Ch. Hanumantha Rao
8	25.02.2022	VIII	Dr. D V A. Rama Sastry
9	25.02.2022	IX	Dr. Raghuvveer
10	25.02.2022	X	Dr. A. Srinath

Coordinators: Dr. K. Subba Rao (Principal – College of Engineering)

Dr. K. RamaKrishna (Dean-Quality)

All participants have to attend the workshop without fail by adjusting their class work, if any, during these 3 days. Every day post lunch they have to do hands on sessions under close monitoring of trainers.

The attendees of these 3 days workshop after successful completion **have to organize department level workshops in their respective departments** with all their Course Coordinators and Research Group Heads. **The schedule plan shall be shared to the Dean Quality on or before 26-02-2022** and the Department workshop shall be completed before **05-03-2022**.

The Departmental workshop will be closely monitored by the Principal (College of Engineering) and Dean (Quality).

The following is the list of participants to attend the workshop in Phase-I.

1. The HODs of BT, CIVIL, CSE, EEE, ECE and MECH.
2. The central level NBA Criterion wise in-charges.
3. The Department level NBA Core team and Criterion wise in-charges of above 6 departments.
4. Dr. M. Sridhar, NBA Coordinator-I year
5. Dr V. Krishna Reddy, Vice Principal, Coordinator FED.
6. Dr. B. Chaitanya Krishna, Associate Dean, Department of Academics
7. Dr. V. Divya, Associate Dean, Department of Academics
8. Dr. Fazal Noor Basha, Associate Dean, Department of Academics
9. Dr. M. Srinivasa Prasad, Associate Dean, Department of Academics
10. Dr. P. Vidyasagar, Associate Dean, Department of Academics
11. Dr. M. Venugopal Rao, Associate Dean, Department of IQAC

12. Dr. K. V. Narasimha Rao, Associate Dean, Department of IQAC
 13. Dr. Radha Krishan Sharma, Associate Dean, Department of IQAC

REGISTRAR

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Mail to: Chief Coordinating Officer-Dr.A. Jagadeesh

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Mail to: All Advisors / All Deans / All Principals / All Directors

Mail to: Controller of Examinations-Dr.A.S.C.S.Sastry

Mail to: Principal-Engg.College /HoD-Business School

Mail to: Vice-Principal-Coll. of Science & Humanities & Coordinator-FED.Dr.VKR

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Mail & **Hard copy** to: Head of Division..Communication Skills / Soft Skills / Quant & Reasoning

Mail to: All Dy. HoDs / All Alt. HODs

Mail to: KL H HoDs..CSE / AI&DS / ECE / Coordinator-FED

Mail to: Individuals concerned

Thanks & Regards



Prof. Y. V. S. S. V. Prasada Rao
 Ph.D.(Mech. Engg.), DPM., MBA (Fin & HR), FICWA
REGISTRAR

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Internal Quality Assurance Cell (IQAC)

Koneru Lakshmaiah Education Foundation

Greenfields, Vaddeswaram, GUNTUR – 522 502

Report on the 3-Day Awareness-cum-Training Workshop on NBA Accreditation

23-25 February 2022

Organized Jointly by IQAC and ASC, KLEF

Venue : Peacock Hall
Duration : 3 Days (23-25 February 2022)
Timings : 9:30 AM – 5:00 PM on all three days

Details of the Resource persons are as follows:

1. Dr K. Ramakrishna, Dean-Quality
2. Dr V. R. Raghuveer, Dean-Academics
3. Dr A. Srinath, Principal-ASC & Dean-Skill Development
4. Dr Chappidi Hanumatha Rao, Head of Civil Engg & Dean-Student Affairs
5. Dr K. Subrahmanyam, Principal-Sciences & Humanities
6. Dr B. Chaitanya Krishna, Associate Dean-Academics

The 3-day Workshop commenced with the traditional lighting of the lamp and a prayer song sung by students.

The Dean-Quality, in his opening remarks has outlined the importance of this 3-day workshop to about 125 faculty members, who are directly involved with this upcoming NBA Accreditation process for the FOUR identified departments, viz. Biotechnology, CSE, ECE & ME. He advised all participants to interact as much as possible in clarifying their doubts.

In the preamble, the Dean-Quality informed that AICTE is insisting all HEIs to get at least 50% of their programmes accredited by NBA. This is evident from the fact that India is one of the 23 signatory countries to the Washington Accord. It can be also be seen that from 2018, most programmes for which NBA Accreditation was sought by various HEI have been accredited, either for 3 years or for 6 years. KLEF, being a NAAC A++ and Category #1 University, doesn't accept anything less than 6-year NBA Accreditation. Our next target is to go for ABET Accreditation, i. e. after getting NBA Accreditation. OBE became very important and considerable marks have been allocated for it. NBA Accreditation process is fully transparent. This was followed by the following words from Dr K. Subba Rao, Principal-COE, KLEF.

The Principal-COE stated that the NBA Accreditation process for the identified four departments commenced some 3-4 months ago. In the process, several doubts expressed by the criteria In-charges, both at Central level as well as departmental-level. The role of HODs is very important. The objective of this 3-day workshop is to make all concerned faculty aware of the NBA Accreditation process and to clarify their doubts.

The Principal, COE has thanked the Internal Resource persons for accepting to conduct the workshop for the benefit of our faculty colleagues. The Principal advised all participants, which include: HODs, Criterion in-charges (both at Central level Dept level) and all faculty, who can directly or indirectly involved in this Accreditation process to focus on the deliberations and to involve themselves with the proceedings of this workshop. He also asked all participants to be punctual in attending the 3-day workshop. Besides, the knowledge gained during this workshop should be percolated to those faculty, who are not participating this workshop. Everyone in the Department should speak the same language regarding NBA Accreditation.

Day 1: First Session

The first Session was taken by Dr A Srinath, Principal-ASC & Dean-Skill Development on "NBA Criterion #1: Vision, Mission & PEOs".

Dr Srinath emphasized the importance of Vision and Mission statements. The Vision and Mission statements of the programmes (offered by the Departments) should be aligned with the University's Vision and Mission statements. L-R-N-I (Local, Regional, National and International) scenario should be studied while commencing a new Programme.

All faculty should thoroughly understand the VISION and MISSION Statements and PEOs. He explained KLU Vision and Mission statements in detail.

How many PEOs:

Dr Srinath explained to the participants that there could be 6-7 POs & 1-3 PEOs for a two-year Programme (like MBA). For a four-year Programme (such as B Tech.), here could be 12-14 POs and 4-5 PEOs.

Dr Srinath asked all participants to go through the NB Document: Tier 1 Institutions besides the "India Skills Report – November 2021, published by Govt of India, which highlights the skill sets required and the identified gaps. The Vision, Mission and PEOs may be revisited once in 6-8 years and perhaps could be rewritten, only if needed. One can slightly alter some of the PEOs, if they can't be justified adequately. Dr Srinath answered few questions raised by some of the participants.

Day 1: Second Session

The second session was taken by Dr V. R. Raghuveer, Dean-Academics.

Dr Raghuveer briefly explained the **"Criterion #2: Programme Curriculum and TLP"**, which carries 100 marks out of a maximum of 1000. He praised the western approach of planning, documentation, implementation, keep documenting even the hurdles/lapses, concluding report, which also includes failures. This is honest reporting of a project and its outcome. It can be altered based on the lessons learnt. He informed the audience that VIT, Vellore is the first Institution in India to go for ABET Accreditation during 2012. Objectives are Goals. Outcomes are those Achieved. PEOs are somewhat generic in nature and are also called "Graduate Attributes". 360° Improvement of the student is what is finally required.

He outlined the importance of "Brainstorming" and suggested that each Department should conduct several brainstorming Sessions for clarifying doubts.

Dr Raghuveer also suggested that KLEF could start publishing a Scopus Journal covering majority of the disciplines being offered here. For instance, VIT, Vellore started SET Journal in 2013.

Day 1: Post-Lunch Session

"Criterion #3: Cos & POs"

Criterion #3 has the highest weightage (175 out of 1000 marks) in NBA Accreditation.

Dr K. Subrahmanyam, Principal-Sciences & Humanities took up this very important session. He underlined the important of preparing the 'COs' correctly at th first place. He advised the faculty to clearly establish the correlation between the Course and Program Outcomes (POs & PSOs). The correlation levels could be: 1. Slight (Low), 2. Moderate (Medium) and 3. Substantial (High).

There are 12 POs in all. PSOs are specific to a Programme in addition to NBA defined POs. The Speaker explained the keywords, viz. Complex engineering problems, open ended problems, special mathematical tools, etc.

Dr Subrahmanyam briefly touched upon the Bloom's taxonomy too. He was joined by Dr Chappidi Hanumantha Rao and Dr Chaitanya Krishna (Associate Dean-Academics) in answering the queries posed by several faculty members.

The session was very interactive and many faculty members could clarify their doubts.

Day 2: First Session

Dr K. Ramakrishna, Dean-Quality took up the **"Criterion #5: Faculty & their Contributions"** on the second day forenoon. He emphasized the importance of Student: Faculty Ratio and its implications. He made the following important points:

- HODs to keep the Time-tables of all faulty members in the Dept except those, who were on "On duty" leave
- He added that a maximum of 10% faculty could be way on "Lean".
- Faculty with less than 1 year experience at the parent Institution will not be counted!
- Students of I Year and faculty teaching them exclusively are not counted.
- Cadre ratio (Professor: Associate Professor: Assistant Professor:: 1:2:6)
- Faculty qualifications carry 20 marks.
- 6-year Accreditation demands a minimum of 30% PhDs.
- Faculty retention (10 marks)
- Faculty competencies in correlation to program specific criteria (10 marks)
- 1-week & 2-week FDPs (Participation)
- Faculty R & D contributions (Publications, PhDs awarded, sponsored Research & revenue generation through consultancy)
- Faculty Appraisal system (10 marks): 5 marks if the system is in place & 5 marks for its implementation
- Visiting/Adjunct faculty: 3 marks

Day 2: Second Session

Dr Chappidi Hanumantha Rao, HOD-Civil Engg & Dean-Student Affairs took up the "**Criterion #4: Students' Performance**" during second session. The following important points were explained.

Academic Year is considered from 1 July to 30 June every year. As a matter of fact our own KLEF Deemed to be university has been following this norm since its inception. Pass percentages should be considered only from 'virgin' results. Supplementary results should not be accounted. NBA Backs processes; not numbers. Placement data, higher education data are very important. Data pertaining to National/International Conferences and professional society membership activities are also important. The forenoon session ended with all Resource persons answering several queries from the participants related to different Criteria covered so far.

Day 2: Afternoon Session

Dr D. V. A. Rama Sastry, HOD-Mechanical Engg took up the "**Criterion #6: Facilities & Technical Support**" during afternoon session. The following important points were explained.

- Laboratories & equipment (10 marks)
- Maintenance (Calibration, etc.) & Overall ambience (10 marks)
- Safety Measures in Laboratories (10 marks)
- Facilities for carrying out project work (20 marks)

Additional facilities, viz. experiments beyond the syllabus, etc. created bring in good impression. These are expected to improve the quality of learning experience in Labs.

This was followed by a presentation by Dr B. Chaitanya Krishna, Associate Dean-Academics on Program Articulation Matrix. The speaker clarified various doubts raised by some of the participants.

Day 3: First Session

Dr D. V. A. Rama Sastry, HOD-Mechanical Engg took up the "**Criterion #8: First B. Tech. Academics**" during forenoon session. The following important points were explained.

- Student: Faculty ratio: Should be <20:1 (5 marks)
- Faculty Workload: The teaching load should be 8 hours for Professor, 12 hours for Associate Professor and 16 hours for Assistant Professor.
- Qualifications of faculty teaching I B Tech. (5 marks)
- I B. Tech. Academic performance
- Attainment of COs of I B. Tech courses (including write-up)

The Resource person then answered few questions raised by the participants.

Day 3: Second Session

Dr D. V. A. Rama Sastry, HOD-Mechanical Engg took up the "**Criterion #9: Student Support Systems**" during forenoon session. The following important points were explained.

- Criterion #9 carries 50 marks.
- Mentoring system (includes Academic, career and personal counseling)
- Feedback analysis and corrective measures taken, if any (10 marks)
- Feedback on facilities
- Swear Analysis (KLEF brainchild and its relevance)
- Academic counseling Board and its activities (particularly considering the slow learners)

Day 3: Third Session

Dr K. Ramakrishna, Dean-Quality took up the "**Criterion #10: Governance, Institutional Support & Financial Resources**". During this session, the Dean-Quality explained the relevance of the Vision and Mission statements of the HEI. In simple terms, VISION describes the aspirations of the HEI.

Dr Ramakrishna then gave few examples of Vision statements from other establishments, viz. a Catering company, a Cancer Institute and a travel agency. He made the participants to write the VISION of the above three enterprises and asked

some of them to present their ideas to the participants. Further, the following important points were explained.

- Availability of the Institutional Strategic plan (10 marks)
- Governing Body, Administrative Set-up, functions, service rules, recruitment & promotional policies (10 marks)
- Decentralization in working & grievance Redressal mechanism (5 marks)
- Delegation of financial powers (5 marks)
- Transparency and availability of correct/unambiguous information in public domain (Institute website) (5 marks)
- Budget allocation (adequacy), utilization & public accounting @ institutional level; Audited statement of accounts (15 marks)
- Program specific budget allocation and utilization (30 marks)
- Library & Internet facilities [20 (10+10) marks]

Broadly the Criteria #1-7 cover the respective program, #8 looks at I B. Tech and Criteria #9-10 examine the Central Facilities.

Day 3: Afternoon Session

The criteria In-charges were asked to make brief presentations of their respective criterion. Dr P. Satyanarayana, Dept of ECE described about Criterion #2. This was followed by a detailed presentation on filling up of SAR by Dr Sunitamani of the Dept of ECE.

This was followed by some discussion/brainstorming on Criterion #3 (COs & POs) by the Resource persons and some of the participants. The important outcomes of this brainstorming session are:

- COs should be written before the syllabus (unfortunately people are doing it exactly the other way round!)
- PO11 is on Project/Financial Management and can't be mapped that easily.

Dr Ramakrishna in his concluding remarks expressed that understanding CO-PO mapping/Articulation are little tricky to understand. He asked all faculty participants to watch few YouTube videos at leisure time, which helps in easy understanding of the subject.

Valedictory Function:

During Valedictory function, the Dean-Quality asked all participants to give their feedback on a piece of paper, clearly indicating the well understood and not so well-understood topics. He also asked the participants to write one or two points, which are not clearly understood. He made it optional to reveal the name of the participant.

Analysis of feedback from 100+ participants revealed the following:

- COs/POS/Articulation matrix – Not thoroughly understood

Dr K. Subba Rao, Principal-COE instructed the HODs to conduct NBA Training programs in their own departments within one week. He thanked all Resource persons, in particular, the Dean-Quality, Dr K. Ramakrishna and the Academic Staff College for organizing the 3-day Training program with our Internal Resource persons.

As a matter of fact, the 3-day workshop was conducted in a very interactive way and most faculty have interacted well with the Resource persons. Indeed, it was a grand success.

The workshop concluded with concluding remarks by Dr K. Ramakrishna, Dean-Quality and Professor K. Subba Rao, Principal-COE and Vote of thanks by Dr M. Venu Gopala Rao, Associate Dean-Quality.



Dr K. Ramakrishna
(Dean-Quality)

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