



## Koneru Lakshmaiah Education Foundation

(Category -1, Deemed to be University estd. u/s. 3 of the UGC Act, 1956)

Accredited by NAAC as 'A++' ♦ Approved by AICTE ♦ ISO 21001:2018 Certified

Campus: Green Fields, Vaddeswaram - 522 302, Guntur District, Andhra Pradesh, INDIA.

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### OFFICE OF DEAN ACADEMICS

#### Policy Document

KLEF/ODA/1.1/P11001/2022/V1.0

Date: 07/04/2022

#### **Title: Curriculum Design and Development**

##### **Policy:**

Curriculum Design and Development process focuses on identifying the requirements for the Program(s) to be offered by the departments, formation of the courses, evaluation plan and modes of offering the same. It should also include the provision for supporting various career categories viz employability, entrepreneurship and research along with the benchmarks in each category aligning with the vision and mission of the department.

Departments are required to constitute the Department Academic Committee (DAC) and conduct the meetings\_at regular intervals (minimum twice a year) to discuss the various aspects related to curriculum, teaching learning process, etc. and submit the proposal for due approval to the Board of Studies (BoS). BoS has to be conducted atleast twice a year inorder to discuss and pass the resolutions made in DAC on various academic aspects.

##### **Outcomes:**

- Planning the scope and opportunities of the program well in advance to meet the futuristic requirements of the domain at local, regional, national, and international levels.

- Identify appropriate courses and outcomes which maps with the Program Outcomes (POs) and Program Specific Outcomes (PSOs) at the highest Correlation levels wherever possible.
- Refining the outcomes of the programs and the courses based on the input from the stake holders and design the curriculum as per the demanding needs.
- Introduce transparency in planning the course(s), enabling the stake holders to get sensitized on the importance of the same.
- Reflecting on the effectiveness of the implementation of the courses and revising the courses appropriately.

**Procedure:**

- A. Department Academic Committee (DAC) (constituted at the department level by the HoD along with the senior professors of the department) is the one which plans the academic activities and the strategic priorities of the department and makes necessary recommendations to the Board of Studies (BOS). Department may have any number of DAC meetings as required and the summary of all these meetings are to be presented in the forthcoming BOS meeting.
- B. Board of Studies (BOS) is a statutory body that represents the department in the Academic Council. Vice-Chancellor shall be the competent authority to constitute/reconstitute the Boards of Studies. BOS meeting can be conducted once before the commencement of every semester to propose any changes with respect to courses, syllabus, LTPS structure, evaluation plans etc. based on the feedback received from various stake holders. These minutes will be presented to Academic Council for approval.
- C. Members of DAC will plan the implementation of regular courses, certification courses, research activities, Cohort activities, Curricular Aspects, Teaching Learning Process, OBE (Outcome Based Education), projects, internships, counselling, and any other focus areas of the department.
- D. The DAC is required to discuss on the various academic aspects listed below (but not limited to) and progress towards getting the proposal approved in Board of Studies.

**Aspects to be discussed in DAC:**

1. Discussion on Summary of Stakeholders feedback and Action to be taken on the existing Syllabus and Structure (as per Annexure-1).
2. Draft Structure and syllabus proposed for new batches as per the template shared by Office of Dean Academics (ODA) along with Honor and Minor tracks aligning with feedback received from stake holders (as per Annexure-2 structure and Annexure-3 syllabus templates).
3. Program Development Document (PDD) of the programs for which structure and syllabus was finalized (as per Annexure-4).
4. Categorization of courses focussing on Skill Development/career advancements for structure proposed (as per Annexure-4).
5. Categorization of courses focussing on Entrepreneurship for structure proposed (as per Annexure-4).
6. Categorization of courses focussing on Employability for structure proposed (as per Annexure-4).
7. Categorization of courses that addresses the Human Values, Gender Sensitization, Ecology and Environment, life skills and transferable skills as mentioned in (Annexure – 4).
8. Course Closure meetings and action taken on the same to be taken as inputs to design the structure and syllabus (as per Annexure-5).
9. Revision of the syllabus to be carried out based on the Course Closure meeting recommendations & stake holders' feedback and the percentage of revision is to be calculated as per the procedure mentioned in Annexure –7.
10. Proposal of Student Activity Centre (SAC) activities as part of Informal Learning (as per Annexure-6).
11. Proposal of revising Current running batches course structure and syllabus (if any) in line with Stake holders' feedback(as per Annexure-7).
12. Proposal of Degree requirements of upcoming batch. (as per Annexure-8).
13. Proposal of Value-added courses for upcoming A.Y. (as per Annexure-9).



14. Proposal of new evaluation plan (if any) for the courses to be offered by the department for upcoming semester based on feedback received from course closure meeting (as per Annexure-10).
15. Proposal of Work in lieu courses (as per Annexure-11).
16. Hardware / Software / Infrastructure Requirements for the new programs or increased intake.
17. Proposal of the revision of Pre Ph.D courses.
18. Proposal of Courses related to benchmarking student learning at regular intervals for accessing their progression.
19. List of Identified Stakeholders (with details of their workplace and designation) from Industry, Academic Peers, Alumni, Entrepreneur (can be alumni/ CEO (Chief Executive Officer) of any company) to collect the feedback in person (as per Annexure-12).

E. Departments are required to comply on all the above-mentioned points and get them verified by the ODA. After getting them verified, departments need to take the draft proposal in person to the stakeholders as listed in point no. 17 and need to maintain proofs of their meeting/interaction while collecting the feedback on all the aspects listed above.

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F. Departments are also required to collect the mail ids of students from batches graduating since 2010 or from their first graduated batch (whichever is later) till the recently graduated batch and send the feedback link available on the website (listed in Annexure 1) along with the attachments of the structure, syllabus, PDD etc. and take the feedback on the same.

G. Also, departments are required to identify 30% - 50% parents, 75 to 100 industry personal spanning from different verticals / entrepreneurs, 75 to 100 academic peers (considering the good number of specializations being offered by the departments), 30% of students from final year, etc. and share the details with them through mail to take the feedback on curriculum. The overall list of the stakeholders identified for taking the feedback must be maintained at the department level as per the annexure-12.

H. Once feedback from stakeholders is collected through the above-mentioned process, the department is required to go for DAC-2 to make necessary amendments in the draft based on the suggestions given by the stake holders. The following are the steps to be followed by the departments in getting their proposal approved in Academic Council.

1. Conductance of DAC-1 & preparation of draft proposal
2. Feedback on DAC-1.
3. Conductance of DAC-2 & finalization of the proposal

I. After this point, the departments may take a step ahead to start their preparation for conduction of Board of Studies (BOS) which is a statutory body that represents the department in the Academic Council.

**The composition of BOS is as follows:**

**Chairperson:** Head of the Department

**Members:**

1. All Professors of the department (may include members listed in 2 to 5)
2. Research Progress Assessment Committee chairperson
3. PG Coordinator.
4. UG Coordinators
5. Deputy HODs
6. Two Associate Professors
7. Two Assistant Professors
8. Two experts from Industry or Academia.
9. Final year students one or two from each specialization.

10. Departments are required to submit a requisition letter to conduct BOS meeting to Dean / Addl. Dean Academics (as per Annexure-13) and get consent on the same. ODA will nominate one Associate Dean from Office of Dean academics to attend the BoS.
- J. Departments are required to submit the minutes of BoS along with DAC minutes as an annexure to the ODA on the very next working day after the conduction of BOS meeting.
- K. DAC minutes should highlight the minutes of detailed discussions happened on the aspects 1-17 listed earlier along with the proofs of the same in the form of individual Annexure as part of minutes (DAC-1 and DAC-2). In addition to that, the proofs of Conducting BOS meeting like few photographs, recordings of the meeting (if conducted online) are to be produced along with minutes of the meeting. Signature sheet of all the BOS members is to be attached along with the minutes.
- L. Departments must make sure that their BOS minutes are numbered as per the sequence.
- M. Departments should comply with all the instructions given by the ODA on all the listed points and must not deviate in any of them while minuting the meeting. However, HoDs are always encouraged to put forth their opinion on any sort of instructions given by ODA and the same will be discussed in detail before arriving at a common conclusion. The feedback should be given by the HoDs within two working days from the date of notification is released from the ODA so that decision on the same can be taken within a week of notification and be informed to all other departments.
- N. BOS minutes submitted by all the department will be thoroughly verified by the ODA before being presented in the Academic Council.



Dr. N. Venkatram  
Pro Vice Chancellor

**Prof. N. VENKATRAM**  
Pro-Vice Chancellor (Admin)



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Dean Academics  
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## ANNEXURE-1

### Summary of Stakeholders Feedback:

PROGRAM NAME (for which feedback was taken)

S.NO	Stake Holders	Count
1	Academic Peers	
2	Industry	
3	Alumni	
4	Faculty	
5	Parents	
6	Students	

#### Academic Peers

S.N O	Name	Qualifica tion	Design ation	Organizati on	Recommendation/Suggestion received

#### Industry

S.N O	Name	Qualifica tion	Design ation	Organizati on	Recommendation/Suggestion received

#### Alumni

S.N O	Name	Qualifica tion	Design ation	Organizati on	Recommendation/Suggestion received

#### Faculty

S.N O	Name	Qualifica tion	Design ation	Organizati on	Recommendation/Suggestion received

#### Parents

S.N O	Name	Qualifica tion	Design ation	Organization	Recommendation/Suggestio n received

  
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**Students**

S.N O	Name	Reg. No	Program of study	Year of Study	Recommendation/Suggestion received

**Stake Holder Feedback Analysis and Action Taken report**

S.N o	Department- Program Name	Recommendation /Suggestion received	Analysis (Justification on what basis this feedback was taken for discussion)	Action Taken	Date of DAC meeting Minutes where it has been discussed along with agenda point number	BOS meeting number and date of meeting conducted in which action was taken along with Annexure/page number reflecting the same
<b>Academic Peers</b>						
<b>Industry</b>						
<b>Alumni</b>						
<b>Faculty</b>						
<b>Parents</b>						

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<b>Students</b>						

### **Website Feedback Links**

**Academic Peers:** <https://www.kluniversity.in/site/Academic-Peers-Feedback-on-Curriculum.aspx>

**Industry:** <https://www.kluniversity.in/site/Industry-Personnel-Feedback-on-Curriculum.aspx>

**Alumni:** <https://www.kluniversity.in/site/Alumni-Feedback-on-Curriculum.aspx>

**Faculty:** <https://www.kluniversity.in/site/Faculty-Feedback-on-Curriculum.aspx>

**Parents:** <https://www.kluniversity.in/site/Parents-Feedback-on-Curriculum.aspx>

**Students:** <https://www.kluniversity.in/site/Student-Feedback-on-Curriculum.aspx>



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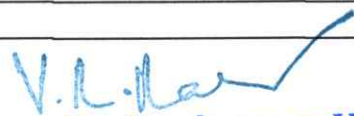
## Annexure 2

K L E F

Department of \_\_\_\_\_

## B.Tech \_\_\_\_\_ Admitted Batch Category wise Course Structure

SI No	Scope of Course Offering	Course Title	Category	L	T	P	S	Cr	CH	Pre-requisite
1	To all ENGG branches	English-1 (Integrated Professional English-BEC Preliminary)	HSS	0	0	4	0	2	4	
2	To all ENGG branches	English-2 (English Proficiency- BEC Vantage)	HSS	0	0	4	0	2	4	
3	To all ENGG branches	Verbal and Reasoning-1 (Essential Skills for Employability)	HSS	0	0	4	0	2	4	
4	To all ENGG branches	Verbal and Reasoning-2 (Corporate Readiness Skills)	HSS	0	0	4	0	2	4	
5	To all ENGG branches	Universal Human Values & Professional Ethics	HSS	2	0	0	0	2	2	
6	To all ENGG branches	Indian Heritage and Culture	HSS	2	0	0	0	0	2	
7	To all ENGG branches	Indian Constitution	HSS	2	0	0	0	0	2	
8	To all ENGG branches	Ecology & Environmental Sciences	BS	2	0	0	0	2	2	
9	To all ENGG branches	Gender Sensitization	HSS	2	0	0	0	0	2	
10	To all ENGG branches	Mathematics-1 (Mathematics for Computing)	BS	2	2	0	2	4.5	6	
11	To all ENGG branches	Mathematics-2 (Mathematics for Engineers)	BS	2	1	0	0	3	3	
12	To all ENGG branches	Mathematics-3 (Department Specific)	BS	3	0	0	0	3	3	
13	To all ENGG branches	Design Thinking and Innovation	HSS	1	0	0	4	2	5	
14	To all ENGG branches	Science Elective - 1	BS	3	1	0	0	4	4	
15	To all ENGG branches	Science Elective - 2	BS	3	0	2	0	4	5	
16	To all ENGG branches	Quantative and Reasoning-1 (Problem Solving Skills-I)	BS	0	0	2	2	1.5	4	
17	To all ENGG branches	Quantative and Reasoning-2 (Problem Solving Skills-II)	BS	0	0	2	2	1.5	4	
18	To all ENGG branches	Engineering Science-1 (Computational Thinking for Structured Design)	ES	3	0	2	6	5.5	11	
19	To all ENGG branches	Engineering Science-2 (Design Tools Workshop – I)	ES	0	0	4	0	2	4	
20	To all ENGG branches	Engineering Science-3 (Design Tools Workshop – II)	ES	0	0	4	0	2	4	
21	To all ENGG branches	Engineering Science-4 (Data Structures)	ES	3	0	2	4	5	9	
22	Department Specific	Engineering Science-5	ES	3	0	2	0	4	5	
23	Department Specific	Engineering Science-6	ES	3	0	2	0	4	5	
24	Department Specific	Engineering Science-7	ES	3	0	0	0	3	3	
25	Department Specific	Engineering Science-8	ES	2	0	0	0	2	2	
26	Department Specific	PC-1	PC	3	0	0	0	3	3	
27	Department Specific	PC-2	PC	3	0	2	0	4	5	
28	Department Specific	PC-3	PC	2	0	0	4	3	6	
29	Department Specific	PC-4	PC	3	0	2	0	4	5	
30	Department Specific	PC-5	PC	2	0	0	0	2	2	
31	Department Specific	PC-6	PC	3	0	2	0	4	5	

  
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32	Department Specific	PC-7	PC	2	0	0	4	3	6	
33	Department Specific	PC-8	PC	2	0	2	0	3	4	
34	Department Specific	PC-9	PC	2	0	0	0	2	2	
35	Department Specific	PC-10	PC	3	1	0	4	5	8	
36	Department Specific	PC-11	PC	2	0	0	0	2	2	
37	Department Specific	PC-12	PC	2	0	2	0	3	4	
38	Department Specific	PC-13	PC	2	0	2	0	3	4	
39	Department Specific	PC-14	PC	3	0	0	0	3	3	
40	Department Specific	PC-15	PC	2	0	0	0	2	2	
41	Department Specific	PC-16	PC	2	0	0	4	3	6	
42	Department Specific	Professional Elective – 1	PE	2	0	2	0	3	4	
43	Department Specific	Professional Elective – 2	PE	2	0	2	0	3	4	
44	Department Specific	Professional Elective – 3	PE	2	0	2	0	3	4	
45	Department Specific	Professional Elective – 4	PE	2	0	2	0	3	4	
46	Department Specific	Professional Elective – 5	PE	2	0	2	0	3	4	
47	Across Engineering and Non Engineering	Open Elective – 1	OE	3	0	0	0	3	3	
48	Across Engineering and Non Engineering	Open Elective – 2	OE	3	0	0	0	3	3	
49	Across Engineering and Non Engineering	Open Elective – 3	OE	3	0	0	0	3	3	
50	Across Engineering and Non Engineering	Management Elective(OE-4)	OE	3	0	0	0	3	3	
51	Across Engineering and Non Engineering	Foreign Language Elective(OE-5)	OE	2	0	0	0	2	2	
52	To all ENGG branches	Social Internship	PR	0	0	0	4	1	4	
53	To all ENGG branches	Technical Internship	PR	0	0	0	4	1	4	
54	To all ENGG branches	Industry Internship	PR	0	0	0	4	1	4	
55	To all ENGG branches	Project Based Learning -1	PR	0	0	0	6	1.5	6	
56	To all ENGG branches	Project based learning -2	PR	0	0	0	6	1.5	6	
57	To all ENGG branches	Term paper	PR	0	0	0	4	1	4	
58	To all ENGG branches	Mid Grad Capstone Project – I	PR	0	0	0	8	2	8	
59	To all ENGG branches	Mid Grad Capstone Project – II	PR	0	0	0	8	2	8	
60	To all ENGG branches	Project / Internship -1/Practice School	PR	0	0	0	16	4	16	
61	To all ENGG branches	Project / Internship 2/Practice School	PR	0	0	0	16	4	16	
<b>Total Credits</b>								<b>160</b>		



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### ANNEXURE-3

#### Reference Structure and Syllabus Template

##### Syllabus Template

Course Code-

Course Name

L-T-P-S:

Credits:

Prerequisite:

CO#	Course Outcome (CO)	PO	PSO	BTL
CO1				
CO2				
CO3				
CO4				

Syllabus:

Textbooks:

Reference Books:

MOOCS/Web Links:



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Annexure 4



**Koneru Lakshmaiah Education Foundation**

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DEPARTMENT OF \_\_\_\_\_

PROGRAM DEVELOPMENT DOCUMENT

PROGRAM NAME

2020

**Vision of University:**

**Mission of University:**

**Vision of Department:**

**Mission of Department:**

**Mission statements:**

M1:

M2:

M3:

Program Educational Objectives (PEOs):

Program Outcomes (POs):

Program Specific Outcomes (PSOs):

Student Outcomes (SOs): if applicable

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## Mapping of PEOs of the department with Mission Statements

PEOs mapping to mission statement table with Justification of mapping below the table along with goals

S.NO	Description of PEOs	Key Components of Mission			
		M 1	M 2	M 3	M 4
		Training the leaders of tomorrow	Training the innovators of tomorrow	Training the outstanding career professionals of tomorrow	Conducting fundamental research
PEO 1					
PEO 2					
PEO 3					
PEO 4					

identified to achieve PEOs

Justification of mapping and list of goals identified for attaining PEOs (Justification statements highlights how the PEOs of the program offered by the department is aligned to the mission of the department and the way it can be measured in future to understand the achievement of PEOs down the line (3-5 years after graduation). Goals are measured through the indirect feedback taken from the graduates 3 years after graduation and the same is being used to refine the PEOs or Mission of the department.

G1:

G2:

G3:

G4:

G5:

G6:

Thrust areas of		Engineering	
LOCAL	REGIONAL	NATIONAL	GLOBAL
(APIIC)	(APIIC & Industry Policy-Telangana)	(CII, NSDC, NASSCOM, etc.)	(World Economic Forum)

  
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<b>Link to document from where the needs were derived</b>	<b>Link to document from where the needs were derived</b>	<b>Link to document from where the needs were derived</b>	<b>Link to document from where the needs were derived</b>

Mapping of Thrust areas to PEOs

Local, Regional, National and Global Needs		Description of PEOs			
		PEO1	PEO2	PEO3	PEO4
Local Needs	Areas				
Regional Needs					
National Needs					
Global Needs					

**Distribution of Credits**

Departments are required to highlight the distribution of credits across the various course categories.

Sl No	Course Category	Short Name	No. Of courses	Minimum Credits	Contact Hours	As per AICTE/Any other body Credits	As per ABET Credit Hours(if applicable )
1	Humanities & Social Sciences	HSS					
2	Basic Sciences	BS					
3	Engineering Sciences	ES					
4	Professional Core	PC					

  
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5	Flexi Core	FC					
6	Professional Electives	PE					
7	Project Courses	PR					
8	Open Electives	OE					
Total							

### Program Structure

Detailed structure of the program highlighting all the courses and their credits

Course Code	Course Name	Course Category	L	T	P	S	C	R	Pre-Requisite	New/Revised/Retained	Stakeholder feedback based on which change was proposed	Focused on Employability/ Entrepreneurship/Skill Development or Career Advancement	Justification (Detailed Justification on how the course content maps to employability/entrepreneurship/skill category.)

**Percentage of Syllabus Revision**= (Total Number of New Courses+ Total Number of Revised Courses)/Total number of Courses.

**Percentage of Courses focusing on Employability**= No. of courses focusing on Employability/ Total number of courses

**Percentage of Courses focusing on Entrepreneurship**= No. of courses focusing on Entrepreneurship / Total number of courses

**Percentage of Courses focusing on Skill Development or Career advancement**= No. of courses focusing on Skill Development / Total number of courses.

### Courses Introduced in 2020-21 Curriculum as per Local, regional, National and Global Needs:

Local, Regional, National and Global Needs		Courses introduced in 2020-21 curriculum as per identified needs
Local Needs		



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Regional Needs		
National Needs		
Global Needs		



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**MAPPING OF COURSE OUTCOMES WITH PROGRAM OUTCOMES (POs) and PROGRAM SPECIFIC OUTCOMES (PSOs)**

S No	Course Code	Course Title	CO NO	Description of the Course Outcome	Program Outcomes												PS O	
					1	2	3	4	5	6	7	8	9	10	11	12	1	2

[illegible]

  
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2020-21 \_\_\_\_\_ program, \_\_\_\_\_ department PDD

### Program Articulation Matrix (Mapping of Courses with POs/SOs/PSOs)

[illegible]

*V. R. K.*  
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2020-21 \_\_\_\_\_ program, \_\_\_\_\_ department PDD

[illegible]

V. R. Nar

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## **Syllabus**

of courses under various categories as per the template in

Annexure 3

### **SYLLABUS OF COURSES UNDER HUMANITIES AND SOCIAL SCIENCES**



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**SYLLABUS OF COURSES UNDER  
BASIC SCIENCES**



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**SYLLABUS OF COURSES UNDER  
ENGINEERING SCIENCES**



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**SYLLABUS OF COURSES UNDER  
PROFESSIONAL CORE**



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**SYLLABUS OF COURSES UNDER  
PROFESSIONAL ELECTIVES**



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**SYLLABUS OF COURSES UNDER  
OPEN ELECTIVES**

  
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**Annexure-5**  
**Course Closure meetings and Action Taken**

Course Code	20AC101	20AC 102	20AC 103	20AC 104	Course-5	Course-6
Course Name	English	Mathematics-1	Engineering-Chemistry	Engineering-Physics		
Course Coordinator						
Emp ID						
Whether the course objective and rationale has been met?						
Whether the course outcomes have been attained to threshold value decided by the course team or not?						
Average attendance of the students across the semester.						
Quality of the question paper and the performance on Higher Order Thinking (HOT) questions justified?						
Number of students taken part in remedial classes and the outcome of the same.						
Consolidation on feedback given by students (both preliminary and end semester) and remedial/ corrective action proposed by the course team.						
Projects / Hackathons / publications or any other achievements done as a part of the course under case studies etc.						
Impact of FDP and SRP conducted prior to handling of the course, on the delivery and evaluation of the course and suggestions by the course team to improvise the same in future.						
Feedback about the course from Industry experts on the topics, lab modules etc.						
Industry Lectures conducted towards the course outcome and the effectiveness of the same.						
Benchmarking done against any Industry standard tools / International certification courses.						
Feed back on course from the alumni.						

  
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Challenges / hurdles with respect to implementing any ALMs, use of tools, complexity of the course, following the session plan, etc.						
Consolidate the recommendations given by the CC and the course instruction team for improving the future delivery of same/ similar course be submitted to DAC.						
Deliberations of DAC on each such recommendation and the action to be taken / recommendations to be forwarded to BoS.						

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**Annexure-6**  
**SAC Courses/Activities Proposal**

**Name of the Course / Problem Statement:**

**Outcomes:** Expected Outcome with detailed description of what students need to attain after completing the Course / solving the problem. SAC Courses/activities must have a defined set of outcomes, specifically one outcome on background learning of the problem, two outcomes covering the activities performed and one outcome on benchmarking.

Aligning the outcomes with the rubrics should be done by the program coordinator or club in-charge in order to measure the students performance.

**Expected activities:** Activities to be carried out by the students towards solving the problem to be listed along with the timeline for the same.

**Benchmark:**

Identified set of benchmarks like National /International / regional level competitions or project exhibitions or any other competing platforms either online or offline to be participated by the students for benchmarking their performance.



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## Annexure-7

### Syllabus Revision

1. Program structure (with all Courses) containing the following categorization

Course Code	Course Name	Course Category	L	T	P	S	CR	Pre-Requisite	New/Revised/Retained	Stakeholder Category	Justification for considering the feedback

**Percentage of Syllabus Revision=** (Total Number of New Courses+ Total Number of Revised Courses)/Total number of Courses.

2. Course wise Syllabus revision of approved structure as mentioned in point 1(Program structure (with all Courses) containing following categorization).

Course Code	Course Name	Course Category	Existing Syllabus (as per Annexure -3)	New Syllabus (as per Annexure -3)	Topics Added/Removed/Replaced	Change in Outcome	Justification for the Modification	*Overall Revision Percentage
						% of revision carried out on each outcome		

\*Overall Revision Percentage= sum of percentage of Course Outcome revision. Any revision to the tune of 25% or above is considered as a new course. In all other cases the course code is changed and the course is considered as a revised course.

Each CO revision percentage is calculated based on the extent to which the outcome has been revised through addition or deletion of topics.



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## Annexure-8

### Degree Requirements of programs offered by departments

This document supplements the KLEF rules and regulations to provide assistance to all Regulation – Program name students. It is required that every individual must abide by these regulations.

	Department Name
Minimum Credits (Covering all Mandatory courses)	165
Professional Electives minimum Credits	5 Courses with a minimum of 15 credits
Open/Management/Foreign Language Electives minimum credits	2 OE's- minimum 6 credits, ME-3 minimum credits, Foreign Language elective- 2 credits minimum
Certification Courses-Technical	3 (One must be a global certification course in discipline domain areas)
Certification Courses-Non-Technical	1
Industrial training	4 Weeks minimum
Social Service Activities	40 hrs
Minimum CGPA at the end of the Program.	5.25
Honors Degree Requirement	CGPA of 8.5 or higher at the end of semester 4. 20 additional credits through Additional courses or Courses offered through advanced mode, other than the courses required as per the program. if CGPA of 8.5 by the end of 4th semester or higher is maintained in each subsequent semester without attempting betterment after registering for Degree with Honors. In case a student fails to meet the CGPA requirement for a Degree with Honors at any point after registration, s/he will be dropped from the list of students eligible for a Degree with Honors and they will receive B.Tech. Degree only. However, the additional courses completed by them will be mentioned in their grade sheet.
Degree with Specialization Requirement	Must successfully complete five (5) professional elective courses from a single specialized area with a minimum of 15 credits Must complete term paper and project (as per the minimum requirements for award of B.Tech. degree) in the same area of specialization. Attain a minimum CGPA of 6.75 at the end of the Program.
Degree with Minors requirement	Students should successfully acquire 20 additional credits by registering for courses offered in the category of professional core/professional electives from another department. CGPA of 7.0 at the time of award of degree

  
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## Koneru Lakshmaiah Education Foundation

(Category -1, Deemed to be University estd. u/s. 3 of the UGC Act, 1956)

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Campus: Green Fields, Vaddeswaram - 522 302, Guntur District, Andhra Pradesh, INDIA.

Phone No. 08645 - 350200: [www.klef.ac.in](http://www.klef.ac.in); [www.klef.edu.in](http://www.klef.edu.in); [www.kluniversity.in](http://www.kluniversity.in)

Admin Off: 29-36-38, Museum Road, Governorpet, Vijayawada - 520 002. Ph: +91 - 866 - 3500122, 2577715, 2576129.

### ANNEXURE-9 Value Added Courses

**Course Name:** Course Code: to be allotted by ODA

**Outcomes:**

**Category:** Employability / Entrepreneurship / Skill development or Career Advancement

**Level :** 1 / 2 / 3 (for higher level courses the previous levels may be a pre-requisite)

**Offering Organization:** Course offering organization details (Name, address, website, email, phone no.)

**Mode:** Offline / Online

International Certification associated with the course:

**Duration of Course:** To be minimum 40 hours

Syllabus / List of modules:

Head of the Department

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## Annexure-10

### SAMPLE EVALUATION PLAN:

Evaluation Type	Evaluation Component	Weightage/Marks		Assessment Dates	Duration (Hours)	CO1	CO2	CO3	CO4
In-Semester Summative Evaluation Total = 30 %	Sem-In Exam-I	Weightage	15	Test 1	2	7.5	7.5		
		Max Marks	50M	Dates		25	25		
	Sem-In Exam -II	Weightage	15	Test 2	2			7.5	7.5
		Max Marks	50M	Dates				25	25
Formative Evaluation Total = 30 %	ALMs	Weightage	10	Continuous Evaluation		2.5	2.5	2.5	2.5
		Max Marks	120M			30	30	30	30
	Home Assignment	Weightage	10	Continuous Evaluation		2.5	2.5	2.5	2.5
		Max Marks	40M			10	10	10	10
	Tutorials	Weightage	10	Continuous Evaluation		2.5	2.5	2.5	2.5
		Max Marks	80M			20	20	20	20
End-Semester Summative Evaluation Total=40 %	Semester End Exam	Weightage	40	End Sem Exam Dates	3 hrs	10	10	10	10
		Max Marks	100M			25	25	25	25

\*Strong Justification for adopting new evaluation method to be submitted by the Course Coordinator, duly signed by the HoD. ODA will issue a unique evaluation plan code which is to be followed for students undergoing this course in current or any further offerings. \_



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## **Annexure-11**

### **Workin lieu courses Proposal**

**Name of the Course to be done in Work In Lieu mode:**

**Course Outcome(s):** List of expected Outcomes that the students will attain by the completion of Course.

**Name, address / website of the Industry where the student is required to work:**

Industry Mentor Name / Designation / Qualification / email / Phone:

Mode of work: Online / Offline

**Expected activities:** Activities to be undergone by the students as a part of the Work in Lieu course aligning with the course outcome(s) defined for the course

**Evaluation:** as per the Work In Lieu policy of ODA to be followed)



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## ANNEXURE-12

### List of identified Stakeholders

S.NO	Stakeholder Name	Stake Holder Category	Stake Holder Designation	Stake Holder Organization	Contact	Email



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