



# **SELF STUDY REPORT**

**FOR**

**1<sup>st</sup> CYCLE OF ACCREDITATION**

## **BALAJI INSTITUTE OF TECHNOLOGY AND SCIENCE**

BALAJI INSTITUTE OF TECHNOLOGY AND SCIENCE, LAKNEPALLY (V),  
NARSAMPET (M), WARANGAL RURAL (DIST). TELANGANA STATE-506331

506331

[www.bitswgl.ac.in](http://www.bitswgl.ac.in)

Submitted To

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**BANGALORE**

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# 1. EXECUTIVE SUMMARY

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## 1.1 INTRODUCTION

Balaji Institute of Technology and Science, Narsampet, established in 2001 by Maheshwara Educational Society is situated in 10.05 acre campus on Warangal-Narsampet Road at a distance of 25 km from Warangal.

BITS is a self-financing institution approved by AICTE, New Delhi and affiliated to JNTUH, Hyderabad, Telangana State. Institute offers five undergraduate programs: (i) Computer Science & Engineering, (ii) Electronics & Communication Engineering (iii) Electrical & Electronics Engineering (iv) Mechanical Engineering (v) Civil Engineering with enrolment of 660 and Post Graduate programs in M.Tech (CSE, SE, DSCE, ES, EPS & CAD/CAM) & MBA with an enrolment of 60 students.

The Institute has first-rate infrastructure with a built up area of 19183 Sq.Mts. 24 institute buses shuttle everyday enabling students' conveyance from Warangal Urban & Rural Districts. 400 students are accommodated in separate hostels for boys and girls. Staff quarters and a well furnished guest house exist on the premises.

Academic blocks consist of lecture halls, state-of-the-art laboratories, computer centres, staff rooms and spacious seminar halls. Facilities for Indoor games with gym station, fields & equipment for outdoor sports, and other recreational facilities are provided. An open-air auditorium, Canteen, ATM, Saraswathi temple, general stores and other amenities exist in the premises. Round the clock surveillance by Security Guards is available.

The institute is a member of DELNET, NDL and IEEE XPLORE to access e-books and journals. Library is automated through ILMS, OPAC and NEWGEN software. The Library with an area of 1200 Square Meters and seating capacity of 300 persons has a well stockpile of 7574 titles, 59540 volumes which include the SC/ST book bank scheme, 96 national, international, 1200 e-journals & 6 Daily News papers. The institute executes the academic calendar of JNTUH, Hyderabad.

The institute's mainstay is in support service systems like: Student counselling system, T&P Cell, Department associations, Wi-Fi enabled campus and Roof top grid connected solar plants.

The Department of MBA has been playing a proactive role in shaping the emerging corporate culture to our students.

The motto of Institute covers Students' Welfare, Academic Growth, their Placements and overall Personality Development.

### **Vision**

To be a centre for excellence in preparing the graduates professionally committed, intellectually adept and ethically balanced with high standards by imparting quality education with international standards to excel in their career to meet the challenges of the modern world and adapt to the technologically changing environment.

## Mission

M1: To strive hard to produce technically trained human resources to serve the present and future global needs by providing quality education.

M2: To provide value based training in technological advancements and employment opportunities to students by strengthening institute's interaction with industries.

M3: To disseminate knowledge of need based technical education, innovative learning and research & development with holistic approach.

## 1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

### Institutional Strength

Institution is ISO 9001:2015 certified in the year 2017. Accredited by NAAC with B+ grade in the year 2018 and Four UG courses i.e CE,ME,ECE& CSE are accredited by NBA in the year 2019 for Three years with effect from July, 2019.

1. Pollution free rural environment.
2. The state-of-the-art laboratories, infrastructure, Wi-Fi facility enabled campus and subscription of E-Journals, E-Books and NPTEL.
3. Conducting Tutorials and Imparting additional topics beyond syllabus to sharpen study and test-taking skills apart from activities by T&P for communication, employability and interview skills.
4. Student counselling.
5. Appreciation of top academic performers in each class.
6. Membership with professional societies like ISTE, IEEE, IETE, ,IAENG, SAE INDIA, CSI etc,.
7. MOUs with industries to assist students to undergo internships, Industrial tours and to carryout live project work.
8. Good percentage of retention of faculty due to Staff support services and incentives.
9. Conducting Social service activities, Cultural programmes and Sports competitions.
10. Separate hostels for boys & girls.
11. A separate Communication & Soft skills Training Cell.
12. Round the clock Medical care.
13. MoUs with leading industries & Industry-Institution interaction for betterment of academics and employability of students.
14. Conducting Parents' meets and Alumni meets to exchange information and to take their feedback.

### Institutional Weakness

1. To Fine-tune rural background students and improve attitude and communication skills of students to avail employment opportunities.
2. Restricted scope on curriculum revision and academic freedom due to non-autonomous status.

## **Institutional Opportunity**

1. Opportunity for employment in view of upcoming industries in Telangana.
2. Scope for enriching the academic training in GATE, TOEFL, GRE, IELTS, and Business English is very high.
3. Scope for motivating young faculty members towards interdisciplinary research and academic excellence.

## **Institutional Challenge**

1. Coping with rapid changes in technology to improve the employability of the students.
2. Training students with rural background in social and professional etiquette, communication, technical and other skills for employability.
3. Difficult to catch the attention of professionals with good academic profiles from industry in view of institute's geographical location.
4. Obtaining consultancy assignments from industries becomes difficult.

## **1.3 CRITERIA WISE SUMMARY**

### **Curricular Aspects**

- The Institute is affiliated to Jawaharlal Nehru Technological University Hyderabad. The Institution ensures effective curriculum delivery and semester wise documented process in alignment with the university issued calendar of events. Department Academic Committee holds meetings of stakeholders and develops strategies for effective implementation of the curriculum through the lesson plan and teaching schedule.
- College follows the principle of Outcome Based Education (OBE). Subjects are allotted to teachers based on their specialization and experience. In addition to courses in the curriculum, different activities are planned to focus on the socio cultural issues. Students are encouraged to take part in internships. Students and faculty members are encouraged to present their research papers in various national and international conferences and publish them in journals.
- Workshops, Seminars and Faculty Development Programmes are organised to improve the knowledge of faculty.
- Conventional teaching practice of blackboard and chalk is commonly used along with LCD, PPT, and NPTEL course materials for better comprehension of content of subjects. Furthermore, faculty are advised to employ instructive innovations through presentations, course work, group discussions, brainstorming sessions, workshops, seminars and industry visits.
- Feedback from students is collected at the end of every semester regarding the performance of teachers and used for academic progress.
- Students are encouraged to participate in various symposiums, workshops, seminars to improve their skills.
- Students are counselled to enrol for relevant certificate courses to reinforce their placement opportunities.
- Mandatory adiscitious courses like Environmental Science, Gender Sensitization, Human Values, Disaster Management and Professional Ethics are imparted to students as per JNTUH curriculum.
- Choice based credit system and credit based semester system as indicated by UGC and curriculum

course structure as suggested by AICTE is followed. All the programs offer elective courses and Choice Based Credit System (CBCS).

- Feedback from faculty, parents and alumni is collected and utilised for overall development of personality of students and for subsequent year planning for better performance of the students.
- In line with the vision and mission of the institution as well as needs of the community and nation, concepts of academic ethics are instilled in the minds of students.

### **Teaching-learning and Evaluation**

- Institute adopts innovative methods such as Social Projects, Seminars, Summer Training, Video lectures, Computer Program contest and Industrial visits.
- Admissions are done through TS EAMCET, ECET for UG and GATE, TS PGECET for PG as per Government norms.
- Faculty–student ratio is maintained as per AICTE, New Delhi.
- Faculty draft the teaching schedules as per DAC guidelines and academic calendar prescribed by university for each semester. Faculty maintain a course file comprising copy of syllabus, course objectives, outcomes, notes, question papers, answers and assignments.
- Chalk & Talk, PPTs, NPTEL Videos, Seminars, Workshops, Presentations, Quizzes, Group Discussions, Debates and ICT resources are used as the instructional methods.
- Learning strategies applied are self-directed learning, co-operative learning, role playing, peer education and parent involvement.
- Wi-Fi access is provided for all to have access to DELNET, NDL, NPTEL video lectures, e-journals and e-books.
- Students' centric methods are adopted by providing counselling, training for placement and soft skills. Guest lectures, field visits, internships and industrial tours are organised to acquire hands-on experience. Lecture notes and assignments are provided through the college website.
- Bright students are facilitated with practice sessions on GATE and competitive exams.
- Slow learners are helped by identifying the area of their weakness and by imparting subject knowledge through Remedial, Revision and Bridge classes held after class work schedule.
- Mentors are allocated to monitor students' progress and behaviour in class rooms.
- Faculty plan various activities like quiz, debate & seminar to improve the students' interest on the subject.
- Financial assistance is provided to faculty who improve their qualifications and attend workshops, seminars, conferences and publish papers in recognized journals.
- Transparent mechanism is adopted for conducting examinations and evaluation process. Internal evaluation is done as per the guidelines of JNTUH. Two internal examinations consisting of Descriptive exam (15 marks), Quiz (10 marks), & Assignments (5 Marks) are held for each semester. Grievances will be rectified by the concerned faculty. Students can apply to university for Re-counting and Re-Valuation of their answers scripts of end examinations.
- Evaluation of students is available on Institute web portal which can be accessed by students from their homes.

### **Research, Innovations and Extension**

#### **Research, Innovations Activities:**

- A Research and Development (R&D) Cell is formed to encourage innovation and to harmonize the research activities of the various disciplines in the institute. The faculty members are encouraged to complete their Ph.D. by providing on duty facility. Incubation Centre is established. The college subscribes to e-Journals and budget allocation is done to facilitate Research activities. Thus the institution provides resources for the propagation of innovative ideas.
- The institute supports publication of research papers in peer reviewed, UGC approved journals and conference proceedings. Financial support & rewards are offered to that faculty who present paper in National and International Conferences and Seminars and to those who publish papers in National and International Journals.
- Faculty are encouraged to take up major and minor research projects sponsored by the funding agencies such as UGC, DST and AICTE.
- As a part of Institute-Industry interaction, the institute has functional MOUs and collaboration with industries. Consequently, students go for internship and also work on mini projects in various industries to enhance their practical experience. Guest Lectures, Workshops, Technical Seminars, Conferences and training sessions are organized on regular basis to develop awareness and to corroborate research oriented approach of learning in students.
- Students and faculty gain hands-on experience in their specialization through Industrial and site visits.
- Policies are also framed to motivate faculty members for consultancy activities.

#### **Extension Activities:**

- The NSS wing of the institute carries out extension activities to make the students feel social responsibility. College students and faculty members participate in activities such as Blood donation camp, Campus cleaning, Eye check-up, Dental check-up, Health check-up camps for villagers and educating school children.
- Tree Plantation and Educational activities are conducted at Laknepally and Nachinapally villages.
- Students are encouraged to acquire entrepreneurial skills through the activities of Entrepreneurship Development Cell.

#### **Infrastructure and Learning Resources**

- The Institute allocates adequate budget for providing and maintaining infrastructure, laboratories with learning resources like ICT and class rooms. Students are well supported by good academic ambience, basic amenities, experienced and well qualified faculty.
- Academic blocks with state-of-the-art laboratories, workshops, standby 125 KVA and 75 KVA generators, hostel facilities for 405 students, staff quarters and guest house are some of the infrastructural facilities available on campus.
- The institute possesses domain centric laboratories as prescribed by university. Students are helped to acquire English language communication skills through platform of Language lab having Globarena software.
- Equipped with photocopier, Central library maintains all the books and journals as per AICTE norms. Teachers and students can have Digital access of all resources.
- Institute provides first-rate facilities and extensive infrastructure for Sports and Games activities through indoor games facilities, gymnasium, open playgrounds for outdoor games, and the guidance from qualified Physical Director. Students are encouraged to participate in college level & university competitions.
- Departments organize technical and non-technical events as part of Association Activities to build

competency among students.

- The institute provides adequate ICT facilities and student computer ratio as per the norms for effective teaching and learning process. **750** systems are connected in LAN with internet facility.
- The entire campus including departments, staff rooms, library and offices is Wi-Fi enabled with 100 Mbps speed. Online tests and classes are conducted for students to enhance their skills in CRT classes.
- Course content available in NPTEL (National Programme on Technology Enhanced Learning) an initiative by IITs and IISc is used in BITS which is also recognized as a remote centre for IIT BOMBAY.
- A maintenance team supervised by Manager monitors the maintenance of classrooms, library, laboratories and playgrounds.
- The institute has 290 KWp roof top, grid connected solar power plant.
- RO mineral water plant with discharge capacity of 10,000 litres per day is also made available to cater to the needs of entire campus.
- Effectively planned procedures are executed for maintenance and utilization of infrastructure pertaining to academic, co-curricular, extra-curricular activities and other basic amenities.

### **Student Support and Progression**

- Institute provides required guidance and organize activities through different cells essential for meaningful experiences, accomplishment in academics, success in career, community and there by overall progression.
- Bridge courses and value added courses are arranged in relevant areas.
- Induction program is planned for the first BTech students to engage them in academic, co-curricular and extracurricular activities.
- [www.bitswgl.ac.in](http://www.bitswgl.ac.in) portal is used by students, parents & staff to be abreast of latest happenings in college.
- 20 students are allotted to one mentor to help them achieve their goals and to assess their progression through Assignments and feedback mechanism.
- Students' performance in examinations is evaluated followed by remedial actions.
- Research & Development cell, Career Development cell, Placement cell, Soft skills Training cell, Student Grievance cell, Women's Forum, Industry Institution Interaction cell are established to support students.
- Causes for low attainment are recognised and consequent remedial measures are applied for improvement. These provisions facilitate vertical movement of students up the ladder from lower level of education to the next higher level or employment.
- T&P cell offers pre-placement guidance, career guidance, and arranges for soft skills training programmes. Through these programmes, students improve performance in prerequisite skills for employment such as resume preparation, group discussions, JAM and interviews.
- Through professional bodies like CSI, SAE, ISTE and IEEE students are involved in paper presentation, technical quiz, poster presentation, coding competitions, seminars, workshops etc for the improvement of their competencies. The Women Empowerment Cell, Grievance Redressal Cell and the Anti ragging Committee of the institute help in maintaining a harmonious environment on campus.
- Students take part in social, cultural activities, games and sports events and are encouraged to participate in intra murals, inter-collegiate, district and state level competitions.
- Through NSS activities, students acquire social responsibility, skills and competencies for overall development.
- Many Students opt for higher education in India and abroad, entrepreneurship and employment.

- Alumni Association contributes through financial and non financial resources for academic matters. Guest lectures are arranged to understand latest technical information and competition in job market. Alumni entrepreneur members offer project assistance, internships and training programmes for students.

### **Governance, Leadership and Management**

- Through e-governance & leadership, the Management is committed to create socially responsible and ethically conscious and competent engineers. Through involvement of stakeholders, an environment of quality learning is facilitated conforming to values, vision and mission of the institute.
- Clubs, committees and associations are constituted for the academic and holistic growth of the students. They implement the resolutions taken in their meetings and also by the governing body for better functioning of the institute.
- All stakeholders involve in professional development programs like conferences, FDPs, student development activities.
- Trainings in specialised areas are provided with required financial assistance to faculty to teach more effectively on emerging trends and technologies. Through performance appraisal system, the administration pursues continuous professional advancement of the faculty. Service rules and welfare schemes for staff including promotion system are meticulously followed.
- The Institute organizes Shreshtha (Technical Symposium), Seminars, Workshops for the overall development of students and to infuse leadership qualities among students and staff.
- Based on the Vision and Mission of the institute and inputs from various stakeholders, the Quality Policy is drafted. The decentralized structure set up at the institute provides opportunity to second level employees for leadership, for building the organizational culture and for growth of organization. They are involved to have autonomy in academic and administrative decisions and to carry out the mantle with ease in the times of need.
- Institute executes a transparent streamlined process for optimal utilization of financial resources for infrastructure and human resources. Financial audits are conducted to ensure transparency in financial management. The administration and academia work in synergy for smooth and effective governance.
- Internal Quality Assurance Cell supervises the quality of the institution in academic, non-academic and administrative functions which fulfil Vision, Mission and Quality policy of the institution. The IQAC ensures that quality is initiated, promoted and sustained in every activity. It implements all methodically prepared strategies for enhancement of professional competency of the faculty & students.
- Quality enhancement strategies like participation in Orientation Programs, Seminars, Refresher Courses, Faculty Development Programs, Paper Presentations in Conferences, encouraging Research etc. are implemented for faculty development.

### **Institutional Values and Best Practices**

- Setting standards and attaining excellence by involving all stakeholders actively in the teaching and learning process is the factor that is implemented strictly at the institute.
- With skill-based training to students, the institute assures to inculcate values and best practicing methods among students.
- Roof top solar power plants are installed for power generation as an eco-friendly alternative. LED lamps are used across the campus to conserve energy.
- To contribute for environment sustainability, solid wastes are collected daily and dumped to decompose.



The manure thus formed is used for gardening and for increasing yield of flowers & fruits on campus. Widespread plantation is done under Harithaharam programme, a government initiative.

- Rain water harvesting is done to help recharge groundwater and avoid water crisis. Waste water from each block is recycled and diverted towards agriculture lands and gardens.
- Plastic free environment is maintained on the campus. The e-waste generated is given to the authorized dealers who purchase the scrap and reuse the useful components.
- Apart from this, the electronic and electrical instruments under repair are given to the students during the lab sessions to dismantle and reassemble for application oriented learning.
- Special facilities for divyangans (physically challenged) are provided on the campus.
- Programmes like WOW (Women of Worth) are organised on 'Gender Equity' and on 'Women Empowerment' to infuse the value of respect for women in society and to instil the value of non discriminatory behaviour. Presence of more girls in our institute indicates the healthy environment for female in the college.
- Social & health awareness programs are organised for the development of local community and to infuse the value of social responsibility among the students. Activities such as Blood donation camps, plantation, Cleaning, Visiting orphanages, personal and community hygiene awareness programs etc are organised under the guidance of NSS and departmental associations.
- Traditional festivals in addition to Teachers' Day, Women's Day, and Engineers' Day are conducted for the promotion of universal values.
- Women's Grievance Cell and Complaint cum Redressal Committee resolve the grievances of the girl students.

## 2. PROFILE

### 2.1 BASIC INFORMATION

Name and Address of the College	
Name	BALAJI INSTITUTE OF TECHNOLOGY AND SCIENCE
Address	Balaji institute of Technology and Science, Laknepally (V), Narsampet (M), Warangal Rural (Dist). Telangana State-506331
City	Warangal
State	Telangana
Pin	506331
Website	<a href="http://www.bitswgl.ac.in">www.bitswgl.ac.in</a>

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	V.S.HARIHARAN	08718-9963976545	9963976545	08718-230521	principal@bitswgl.ac.in
Professor	NOOKALA VENU	08718-9866050044	9502025625	08718-200002	venunookala@gmail.com

Status of the Institution	
Institution Status	Self Financing

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
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Date of establishment of the college	19-07-2001			
<b>University to which the college is affiliated/ or which governs the college (if it is a constituent college)</b>				
<b>State</b>	<b>University name</b>		<b>Document</b>	
Telangana	Jawaharlal Nehru Technological University		<a href="#">View Document</a>	
<b>Details of UGC recognition</b>				
<b>Under Section</b>	<b>Date</b>		<b>View Document</b>	
2f of UGC				
12B of UGC				
<b>Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)</b>				
<b>Statutory Regulatory Authority</b>	<b>Recognition/Approval details Institution/Department programme</b>	<b>Day,Month and year(dd-mm-yyyy)</b>	<b>Validity in months</b>	<b>Remarks</b>
AICTE	<a href="#">View Document</a>	25-04-2019	12	

<b>Details of autonomy</b>	
Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No

<b>Recognitions</b>	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

<b>Location and Area of Campus</b>				
<b>Campus Type</b>	<b>Address</b>	<b>Location*</b>	<b>Campus Area in Acres</b>	<b>Built up Area in sq.mts.</b>
Main campus area	Balaji institute of Technology and Science, Laknepally (V), Narsampet (M), Warangal Rural (Dist). Telangana State-506331	Rural	10.05	19183

## 2.2 ACADEMIC INFORMATION

<b>Details of Programmes Offered by the College (Give Data for Current Academic year)</b>						
<b>Programme Level</b>	<b>Name of Programme/Course</b>	<b>Duration in Months</b>	<b>Entry Qualification</b>	<b>Medium of Instruction</b>	<b>Sanctioned Strength</b>	<b>No.of Students Admitted</b>
UG	BTech,Civil Engineering	48	Intermediate or Diploma	English	120	31
UG	BTech,Computer Science And Engineering	48	Intermediate or Diploma	English	120	100
UG	BTech,Electrical And Electronics Engineering	48	Intermediate or Diploma	English	120	61
UG	BTech,Electronics And Communication Engineering	48	Intermediate or Diploma	English	180	106
UG	BTech,Mechanical Engineering	48	Intermediate or Diploma	English	120	29
PG	Mtech,Computer Science And Engineering	24	B.Tech	English	30	9
PG	Mtech,Computer Science And	24	B.Tech	English	18	0

	Engineering					
PG	Mtech,Electrical And Electronics Engineering	24	B.Tech	English	30	0
PG	Mtech,Electronics And Communication Engineering	24	B.Tech	English	18	0
PG	Mtech,Electronics And Communication Engineering	24	B.Tech	English	18	0
PG	Mtech,Mechanical Engineering	24	B.Tech	English	18	0
PG	MBA,Master Of Bussiness Administration	24	Any Graduate Degree	English	60	25

### Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	16				33				157			
Recruited	16	0	0	16	32	1	0	33	101	56	0	157
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			

<b>Non-Teaching Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				75
Recruited	31	44	0	75
Yet to Recruit				0

<b>Technical Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				49
Recruited	30	19	0	49
Yet to Recruit				0

### **Qualification Details of the Teaching Staff**

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	16	0	0	32	1	0	4	0	0	53
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	97	56	0	153

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

<b>Details of Visting/Guest Faculties</b>				
<b>Number of Visiting/Guest Faculty engaged with the college?</b>	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
		6	0	0

**Provide the Following Details of Students Enrolled in the College During the Current Academic Year**

<b>Programme</b>		<b>From the State Where College is Located</b>	<b>From Other States of India</b>	<b>NRI Students</b>	<b>Foreign Students</b>	<b>Total</b>
UG	Male	956	14	0	0	970
	Female	910	1	0	0	911
	Others	0	0	0	0	0
PG	Male	49	1	0	0	50
	Female	39	0	0	0	39
	Others	0	0	0	0	0



<b>Provide the Following Details of Students admitted to the College During the last four Academic Years</b>					
<b>Programme</b>		<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>
SC	Male	10	12	53	24
	Female	112	102	22	14
	Others	0	0	0	0
ST	Male	7	0	25	21
	Female	40	48	11	9
	Others	0	0	0	0
OBC	Male	186	187	244	200
	Female	162	142	208	137
	Others	0	0	0	0
General	Male	79	63	46	25
	Female	68	52	47	40
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
<b>Total</b>		<b>664</b>	<b>606</b>	<b>656</b>	<b>470</b>

### 3. Extended Profile

#### 3.1 Program

Number of courses offered by the institution across all programs during the last five years

Response: 402

File Description	Document
Institutional Data in Prescribed Format	<a href="#">View Document</a>

Number of programs offered year-wise for last five years

2018-19	2017-18	2016-17	2015-16	2014-15
12	12	12	12	12

#### 3.2 Students

Number of students year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
2113	1955	1865	1771	1731

File Description	Document
Institutional Data in Prescribed Format	<a href="#">View Document</a>

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
464	464	472	472	472

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

Number of outgoing / final year students year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
406	386	475	594	479

File Description	Document
Institutional Data in Prescribed Format	<a href="#">View Document</a>

### 3.3 Teachers

#### Number of full time teachers year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
237	237	229	227	171

File Description	Document
Institutional Data in Prescribed Format	<a href="#">View Document</a>

#### Number of sanctioned posts year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
160	207	204	192	172

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

### 3.4 Institution

#### Total number of classrooms and seminar halls

**Response: 44**

#### Total Expenditure excluding salary year-wise during the last five years ( INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
752.28498	381.39511	323.93817	501.11423	191.9173

#### Number of computers

**Response: 630**

## 4. Quality Indicator Framework(QIF)

### Criterion 1 - Curricular Aspects

#### 1.1 Curricular Planning and Implementation

##### 1.1.1 The institution ensures effective curriculum delivery through a well planned and documented process

##### Response:

The Institution has a well-structured curriculum delivery plan.

##### 1. Planning:

##### (i). Academic calendar and subject allotment

The college is affiliated to JNTUH, Hyderabad and follows the curriculum prescribed by the university. Academic Calendar is prepared in alignment with the University's calendar for each semester. Subject allocation is done based on faculty competency and experience. Faculty prepare the Course Delivery Plan (CDP), lecture notes and question bank.

##### (ii). Preparation of draft Academic Administration Plan (AAP)

Every subject teacher prepares the draft AAP. AAP includes course objectives & outcomes, real life application mapping, academic resources, allied MOOC/ Value Added Courses(VAC), lesson plan, assignments, tutorial/practical plan, evaluation scheme for grading. The individual teaching plans of every subject are uploaded by the respective teacher on the college automation software along with the calendar.

##### (iii). Interactive Cluster Meetings for identifying gaps and strengthening of AAP

Courses of similar domain are brought under one cluster. The Institute has 50 such Clusters having one internal and two external mentors (Academic & Industry). Gaps in the curriculum are identified through structured feedback from the stakeholders and Inputs are received from Departmental Advisory Board (DAB) and cluster mentors. Accordingly Beyond Syllabus Activities (BSAs) are planned.

##### (iv). Academic Preview Process (APP)

APP is conducted at the beginning of each semester for academic planning, constructive feedback and continuous improvement. HOD verifies and validates the academic preparedness (including University exam paper solution, Assignments, Internal Assessment (IA) question papers) as per the standard Preview format and suggestions are given, if required. The staff is constantly encouraged to attend refresher courses, workshops and seminars to update their knowledge.

##### 2. Curriculum Delivery:

- An active plan is formulated by the institution to ensure effective delivery of Curriculum through Lectures and Lab Sessions. Tutorial classes are arranged for the analytical courses for enhancing

students' problem-solving skills.

- Curriculum Enrichment is done through Student Centric learning Methods like Industrial Visits, guest lectures Internships, Workshops, Mini projects, Group Projects, student debates, Group Discussions, debates, Seminars, Presentations, Role plays, Value Added Courses, Certificate Courses, use of new tools /simulators, MOOC (NPTEL etc.).

**3. Monitoring implementation of Curriculum delivery:** Academic coordinators closely monitor content delivery of the courses and give feedback to HOD.

**4. Monitoring effectiveness of student learning:** Continuous evaluation is maintained by conducting tests after completion of every unit. Valued answer scripts are returned to the students with suggestions to improve wherever necessary. Advanced learners and slow learners are identified and necessary actions are initiated.

Students are encouraged to publish their project work in Conferences / Journals.

### 5. Feedback and Takeaways

- **Students' feedback** is taken on various prescribed parameters and corrective measures are taken to enforce necessary changes by the HODs and principal.
- **Course Exit Survey** is carried out to understand the course efficacy.
- **Academic Review Process** is carried out at the semester end to verify implementation of AAP.
- **Result Analysis** is carried out to study the students' performance to initiate the corrective measures.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 1.1.2 Number of certificate/diploma program introduced during the last five years

**Response:** 20

#### 1.1.2.1 Number of certificate/diploma programs introduced year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
6	4	5	3	2

File Description	Document
Minutes of relevant Academic Council/BOS meetings	<a href="#">View Document</a>
Details of the certificate/Diploma programs	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 1.1.3 Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years

**Response:** 0

1.1.3.1 Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Details of participation of teachers in various bodies	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 1.2 Academic Flexibility

### 1.2.1 Percentage of new Courses introduced out of the total number of courses across all Programs offered during last five years

**Response:** 100

1.2.1.1 How many new courses are introduced within the last five years

Response: 402

File Description	Document
Minutes of relevant Academic Council/BOS meetings.	<a href="#">View Document</a>
Details of the new courses introduced	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**1.2.2 Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented****Response:** 100

1.2.2.1 Number of programmes in which CBCS/ Elective course system implemented.

Response: 12

File Description	Document
Name of the programs in which CBCS is implemented	<a href="#">View Document</a>
Minutes of relevant Academic Council/BOS meetings.	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**1.2.3 Average percentage of students enrolled in subject related Certificate/ Diploma programs/Add-on programs as against the total number of students during the last five years****Response:** 44.88

1.2.3.1 Number of students enrolled in subject related Certificate or Diploma or Add-on programs year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
982	703	1077	1081	401

File Description	Document
Details of the students enrolled in Subjects related to certificate/Diploma/Add-on programs	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**1.3 Curriculum Enrichment****1.3.1 Institution integrates cross- cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum****Response:**

Institute has provision of various committee activities which contribute to sensitizing students towards cross-cutting issues like Gender, Environmental Sustainability, Human Values and Professional Ethics.

**1. Gender:**

- Equal opportunities are given to both the genders in terms of admissions, employment, training Programmes, sports activities etc., and so gender issues do not arise.
- Gender-related issues are addressed directly or indirectly in courses like Gender sensitization and Environmental Studies. Modules on Gender bias, sexual and reproductive rights, the rights to equality and non-discrimination, women entrepreneurship are discussed in these courses.
- College supports women faculty and students to participate in events like WOW (Women of Worth) conducted on Women's day for focusing on women empowerment and promoting leadership qualities in women.
- Girls and boys participate in various academic, co-curricular and extracurricular activities such as sports, paper presentations, group discussions and technical quiz programmes.

**2. Environment and Sustainability:**

Students have a compulsory course on Environmental Science.

- The objective of these courses is to create environmental awareness among students by emphasizing on the concerns like renewable & non-renewable energy sources, ecosystems, bio-diversity and its conservation. The environmental aspects like global warming, waste disposal and pollution are also covered through case studies. The institute is also proactive in sensitizing students towards environmental issues through Guest Lectures/Industrial Visits and E -Waste collection.
- All these efforts help to progress towards being a green campus and pollution free atmosphere. Roof-top solar panels, Plastic-free green campus, Tree plantation and various environment-related activities inculcate the importance of the environment to the student community.

**3. Human Values and Professional Ethics:**

- Apart from professional progression, students need to be trained to become responsible for the society in which they live. Gender equality, Conservation of environment and sustainability, Human Values and Professional Ethics are courses that help prepare students for a life of social responsibility. JNTUH has duly introduced these courses into its curriculum and the institute is promoting their effective delivery.
- Value education, importance of ethical and responsible behavior, understanding of Ethics and social responsibility are some issues of concern. This course focuses on human values and discusses engineering ethics, explains safety and risk factors, responsibilities and rights of engineers and addresses global issues, computer, and environmental ethics.
- The curriculum is being implemented with the help of teachers who are trained at workshops held at the University level. Student activities like NSS are also included in the curriculum as mandatory courses.

S. No	Cross-Cutting Course	Branch	Year
1	Human Values & Professional Ethics	ME	III
2	Environmental Studies	CE, EEE, ME, ECE, CSE	II-
3	Environmental Science	CE, EEE, ME, ECE, CSE	II-
4	Disaster Management	CE, EEE, ME, ECE, CSE	III
5	Gender Sensitization Lab	CE, EEE, ME, ECE, CSE	II-I,



6	Professional Ethics	CE, EEE, ME, ECE, CSE	III
<b>File Description</b>		<b>Document</b>	
Any Additional Information		<a href="#">View Document</a>	
Link for Additional Information		<a href="#">View Document</a>	

### 1.3.2 Number of value added courses imparting transferable and life skills offered during the last five years

**Response:** 9

#### 1.3.2.1 Number of value-added courses imparting transferable and life skills offered during the last five years

Response: 09

<b>File Description</b>	<b>Document</b>
Details of the value-added courses imparting transferable and life skills	<a href="#">View Document</a>
Brochure or any other document relating to value added courses.	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 1.3.3 Percentage of students undertaking field projects / internships

**Response:** 24.89

#### 1.3.3.1 Number of students undertaking field projects or internships

Response: 526

<b>File Description</b>	<b>Document</b>
List of students enrolled	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 1.4 Feedback System

### 1.4.1 Structured feedback received from 1) Students, 2) Teachers, 3) Employers, 4) Alumni and

**5)Parents for design and review of syllabus-Semester wise/ year-wise****A.Any 4 of the above****B.Any 3 of the above****C. Any 2 of the above****D. Any 1 of the above****Response:** A.Any 4 of the above

<b>File Description</b>	<b>Document</b>
Any additional information	<a href="#">View Document</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<a href="#">View Document</a>
URL for stakeholder feedback report	<a href="#">View Document</a>

**1.4.2 Feedback processes of the institution may be classified as follows:****A. Feedback collected, analysed and action taken and feedback available on website****B. Feedback collected, analysed and action has been taken****C. Feedback collected and analysed****D. Feedback collected****Response:** A. Feedback collected, analysed and action taken and feedback available on website

<b>File Description</b>	<b>Document</b>
Any additional information	<a href="#">View Document</a>
URL for feedback report	<a href="#">View Document</a>

## Criterion 2 - Teaching-learning and Evaluation

### 2.1 Student Enrollment and Profile

#### 2.1.1 Average percentage of students from other States and Countries during the last five years

**Response:** 0.9

##### 2.1.1.1 Number of students from other states and countries year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
30	26	26	6	0

#### File Description

#### Document

List of students (other states and countries)

[View Document](#)

Institutional data in prescribed format

[View Document](#)

Any additional information

[View Document](#)

#### 2.1.2 Average Enrollment percentage (Average of last five years)

**Response:** 65.41

##### 2.1.2.1 Number of students admitted year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
664	606	656	470	412

##### 2.1.2.2 Number of sanctioned seats year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
852	852	864	864	864

#### File Description

#### Document

Institutional data in prescribed format

[View Document](#)

Any additional information

[View Document](#)

### 2.1.3 Average percentage of seats filled against seats reserved for various categories as per applicable reservation policy during the last five years

**Response:** 85.49

2.1.3.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
450	446	400	358	348

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 2.2 Catering to Student Diversity

### 2.2.1 The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners

**Response:**

- The chief objective of our educational institute is to strive for excellent education. The students are from different domicile and different educational scholastic ability. Considering this, in the beginning days of academics, we identify the learning level of the student as slow learner or advanced learner.
- Prior to the beginning of classes, the college conducts induction programme to the freshmen through which students will be able to engage their passions, challenge their beliefs, and continue to grow intellectually, socially and emotionally.
- Principal, Professors, and senior faculty make students aware of their goals and objectives, code of conduct, classroom attendance, examination & evaluation system and the amenities available in the college. At the entry level, Class Teachers and Mentors identify slow and advanced learners through students' performance in the previous examination (30% weightage), aptitude test (50% weightage), and oral presentations (20% weightage).

#### 1. For slow learners' institute provides:

- Remedial teaching and bridge courses are conducted with an aim to improve the academic performance of the slow learners. This practice helps the struggling learners to improve subject knowledge and helps them to compete with their peers.
- Group Study System for slow learners is encouraged by involving advanced learners.
- Academic counseling and personal advise are given to the slow learners by the tutor, mentor and the counseling cell. Tremendous efforts are put on slow learners.

- Bilingual explanation is used for clarification of doubts for slow learners after the class hours for better understanding.
- Simple and standard lecture notes/course materials are provided for students.
- For the students of regional medium background, English Language oriented classes are conducted to help them study and understand basic nuances of the English language.
- Peer – learning is practiced in the study halls of Hostels, where slow learners are supported by their peers to help in studying.
- Mentoring system is common in all the Departments, wherein particular number of students are assigned to each faculty who would report on all academic achievements and challenges.
- E-content materials are made available to supplement classroom teaching.
- Library facility is provided for all students.
- Interactive sessions are part of every classroom teaching in the College. Every class is made an interactive session to improve the skills of the students.

## 2. Measures in force for advanced learners:

- Competent students are encouraged to take up internships at reputed organizations.
- Students are encouraged to enroll and learn through MOOC Programs offered by the world's leading institutions.
- SWAYAM -NPTEL online courses.
- Seminars/Conferences/Workshops and Presentation of Research Papers.
- Research projects
- In-house competitions such as Debate, Group Discussion, Problem Solving – Decision Making Exercises and Quiz Programmes
- Spoken Tutorials
- Campus Recruitment Training(CRT)
- Digital Library – Journals

The college has introduced prizes for meritorious students. Some of the alumni/community members have donated charity funds and are kept in the bank as a fixed deposit. The interest accrued from the funds is utilized for prizes to motivate students for their future endeavors in academic growth.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 2.2.2 Student - Full time teacher ratio

**Response:** 8.92

File Description	Document
Any additional information	<a href="#">View Document</a>

**2.2.3 Percentage of differently abled students (Divyangjan) on rolls****Response:** 0.14**2.2.3.1 Number of differently abled students on rolls****Response:** 3

<b>File Description</b>	<b>Document</b>
List of students(differently abled)	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any other document submitted by the Institution to a Government agency giving this information	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**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****Response:**

The institute adopts student centric methods to improve student involvement in problem solving methodology and experimental & participative learning. In this connection, role plays, discussions, debates, laboratory experimental learning, mini projects and case studies are held regularly.

- 1. Role Plays:** Role play helps our students to learn and try out the experience in a play style. Subjects such as Software Project Management, client interaction, Analog and Digital communications are well explained to the students by adopting role plays.
- 2. Discussions:** Discussions in many of the subjects make the students to think wide and enable them to express their opinions and check their current knowledge. Discussions are held to test their proficiency in soft skills, managerial communications, and business adoptions etc.
- 3. Debates:** Debates are conducted in many of the subjects in which students are required to come prepared with different opinions & thought processes. Thus, the learning process gets justified in the argument mode of learning.
- 4. Laboratory experiential learning:** Technical education is always justified with the help of practical knowledge. Thus from the first year, students are exposed to all the laboratories such as physics, chemistry and English. Later from their second year, students attend core department labs which give different levels of exposure.
- 5. Mini projects:** To enhance the practical knowledge & innovative approach, students are encouraged to carry out Mini projects from III year. Personal attention will be paid on each team member.
- 6. Case studies:** Theoretical knowledge and extensive practical knowledge through case studies is obtained by the students in subjects such as Power Systems, Manufacture Engineering & Fabrication Analysis, Professional Ethics & Moral Values, Sales Forecast.

**Teachers use the following support structures and systems.****1. Experimental Learning:**

- Student seminars, projects, workshops, paper presentations, group discussions have been streamlined for interactive learning.
- Infrastructure for ICT enabled teaching and learning.
- Air-conditioned seminar halls with the precise ambience for conducting Guest lectures and interactive sessions with successful alumni are organized in each semester.

**2. Participative Learning:**

- Students Association is formed.
- Interdisciplinary projects are encouraged.
- Industrial visits are organized for each semester.
- Audio-visual aids are used for better learning and understanding.
- Internship in industries and companies is facilitated for collaborative learning process.
- Ample computer facility with internet connection and Wi-Fi connectivity is arranged for independent and interactive learning.
- Facilities are arranged to students for preparing charts, posters and models for Technical Exhibition.
- Well-equipped digital library with access to e-journal, NPTEL and DTEL learning.
- Industrial collaboration by signing MOUs is facilitated to give exposure in practical needs.
- A laboratory class makes the student think independently.
- Simulation software is used to create interactive learning atmosphere.
- Students are encouraged to participate in seminars, workshops and Technical quiz to develop analytical skills.

**3. Problem Solving Methodologies:**

- The Institution provides sufficient teaching aids (LCD projectors, Video conference room, and NPTEL access) for effective curriculum delivery.
- Faculty make use of models, graphs, power point presentation through ICT tools to present the content of the syllabus.
- Tutorial classes are arranged to corroborate problem solving methodologies.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

**2.3.2 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.****Response:** 100



2.3.2.1 Number of teachers using ICT	
Response: 237	
File Description	Document
List of teachers (using ICT for teaching)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Provide link for webpage describing the " LMS/ Academic management system"	<a href="#">View Document</a>

2.3.3 Ratio of students to mentor for academic and stress related issues	
Response: 8.92	
2.3.3.1 Number of mentors	
Response: 237	
File Description	Document
Any additional information	<a href="#">View Document</a>

2.3.4 Innovation and creativity in teaching-learning
Response:
<p>We have taken it as a challenge to improvise the Teaching – Learning environment into student friendly learning and thus adopt following methods to transform the learning environment.</p> <ul style="list-style-type: none"> <li>• <b>Digital library:</b> Students are provided with an access to NPTEL &amp; Shodhganga references for effective learning. College library has an access to many international journals &amp; publications through memberships.</li> <li>• <b>Subject oriented seminars:</b> seminars relevant to course subjects, mini projects related to their technical subjects and submission of study reports on real time analysis are made mandatory from pre final year.</li> <li>• <b>Power Point Presentations:</b> Faculty presents content of the technical topics through Power point presentations videos and lectures at the end of every chapter for the students' ready reference. This helps the slow learners for a better comprehension of the subjects.</li> <li>• <b>MOOCS:</b> Technical Subjective Learning through MOOCS is made mandatory for all the students in the pre-final year. We believe in the adoption of MOOCS in a more effective way and have IIT Bombay as Nodal Centre for learning.</li> <li>• <b>Snap tests:</b> Students scoring less than 60% are regularly monitored by snap tests. Concerned subject faculty members conduct snap test at the end of every two chapters. Result of snap tests is considered as a grading factor for internals. 20% of the marks are awarded as internal grade &amp; 80% of marks are considered from the Mid Term examinations. Results were found improvised by conducting the snap tests.</li> </ul>



**Outcome Based Learning:** The institution ensures achievement of learning outcomes based on the following factors:

- Feedback is taken by the faculty members at the end of the course on course outcomes and the Assessment Committee analyses to confirm that the corresponding outcomes are achieved through the course outcomes.
- The Final year students also give the feedback of the Program Outcomes at the end of the course.
- Continuous evaluation is done in both theory and lab subjects.
- Every student's outcome is identified through the Course Outcomes and mapped with Program Outcomes and Program Specific Outcomes.

**Seminars and Guest Lectures:** Every department conducts seminars and also invite eminent people for Guest lectures.

**Industrial Visits:** It is a regular practice for our II and III students to visit Industries to have a practical exposure to industrial environment. Final years do visit industries in their summer vacation and Internship is made mandatory for the final year students. All these activities are monitored by TPO Cell and HoD of the concerned departments.

File Description	Document
Any additional information	<a href="#">View Document</a>

## 2.4 Teacher Profile and Quality

### 2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

**Response:** 118.5

File Description	Document
Year wise full time teachers and sanctioned posts for 5 years	<a href="#">View Document</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 2.4.2 Average percentage of full time teachers with Ph.D. during the last five years

**Response:** 11.24

#### 2.4.2.1 Number of full time teachers with Ph.D. year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
53	49	18	8	3

File Description	Document
List of number of full time teachers with PhD and number of full time teachers for 5 years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 2.4.3 Teaching experience per full time teacher in number of years

**Response:** 7.1

#### 2.4.3.1 Total experience of full-time teachers

Response: 1683

File Description	Document
Any additional information	<a href="#">View Document</a>

### 2.4.4 Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years

**Response:** 2.27

#### 2.4.4.1 Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
02	01	01	01	00

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
e-copies of award letters (scanned or soft copy)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 2.4.5 Average percentage of full time teachers from other States against sanctioned posts during the last five years

**Response:** 18.34

#### 2.4.5.1 Number of full time teachers from other states year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
43	52	38	36	4

File Description	Document
List of full time teachers from other state and state from which qualifying degree was obtained	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 2.5 Evaluation Process and Reforms

### 2.5.1 Reforms in Continuous Internal Evaluation(CIE) system at the institutional level

**Response:**

- The performance of a student in each subject is evaluated through CIE (Continuous Internal Evaluation) for 25 marks.
- During a semester, there shall be two mid-term examinations. Each mid-term examination consists of objective paper (10 marks), descriptive paper (10 marks) and assignment (5 marks). Total duration of 1 hour 20 minutes (20 minutes for objective and 60 minutes for descriptive paper).
- The objective paper is set with 10 multiple choice & 10 fill-in the blanks. The descriptive paper shall contain 4 full questions out of which, the student has to answer 2 questions, each carrying 5 marks. Each mid-term examination shall be conducted on 50% of the syllabus. The average of the two mid-term examinations shall be taken as the final marks secured by each student in Continuous Internal Evaluation. For the improvement of internal marks, an on-line test will be conducted by the University.
- For practical subjects there shall be a continuous internal evaluation during the semester for 25 marks and 75 marks for semester end examination. Out of 25 marks for internal evaluation, day-to-day work in the laboratory shall be evaluated for 15 marks and internal practical examination shall be evaluated for 10 marks conducted by the concerned laboratory teacher.
- There shall be a seminar presentation in IV year I semester. The student collects the information on a specialized topic, prepares a technical report, and submits it to the department committee. The committee consists of Head of the Department, seminar supervisor and a senior faculty member. The seminar report is evaluated for 100 internal marks.
- UG project work is carried out during IV Year II Semester. Project will be evaluated for 100 marks. Student has to submit project work report at the end of the semester.
- For Project the external examiner shall evaluate the project work for 75 marks and the project supervisor shall evaluate it for 25 marks. The student is deemed to have failed, if he (i) does not submit a report on Project, or does not make a presentation of the same before the external

examiner as per schedule, or (ii) secures less than 40% marks in the sum total of the CIE and SEE taken together.

- For conducting viva-voce of project, University selects an external examiner from the list of the expert faculty submitted by the principal of the college to the university.
- For mandatory courses of Environmental Science, Constitution of India, Intellectual Property Rights, and Gender Sensitization lab, a student has to secure 40 marks out of 100 marks (i.e. 40% of the marks allotted) in the continuous internal evaluation for passing the subject/course. These marks should also be uploaded along with the internal marks of other subjects.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 2.5.2 Mechanism of internal assessment is transparent and robust in terms of frequency and variety

#### Response:

- Students are briefed by the Principal/HOD/Faculty about internal assessment, question paper patterns and university examinations in Orientation Programme.
- The university norms relating to course-wise examination pattern are communicated to the students. In this regard, modifications are circulated to the faculty members and administrative staff from time to time and are also displayed on the notice boards for students.
- The internal assessment of examinations is the mirror of the success of Teaching. This helps in upgrading the graph of students' academic success.
- In Balaji Institute of Technology and Science, Unit Tests are conducted by the respective subject teachers after the completion of prescribed topics. Objective type questions and short-notes are asked in Unit Test. Every subject teacher evaluates the answer paper immediately.
- At the end of assessment of Unit tests, subject teachers suggest required improvement in the writing. After the assessment, the answer papers with instructions and suggestions are returned to the students to enable them understand.
- Teachers prepare the record of marks list.
- Institute notifies evaluation process and related documentation on the notice board as well as on institute website. This includes distribution of marks and schedule of internal evaluation and university evaluation.
- Changes in schedules, patterns, methods if any, are immediately notified to the students through notice boards and also through classroom briefing by the concerned subject teachers.
- Internal examination schedule is displayed on notice board in advance. Two internal examinations are held per semester. The internal assessment mark lists are displayed on the notice boards.
- Students are free to interact with the teacher to resolve grievances if any, regarding the assessment.

#### Theory subjects are assessed through

- Two internal tests
- University external test

- Assignments
- Seminars

### Practical subjects are assessed through

- Internal test
- University external lab exam
- Project work

### Projects work assessment:

- The project work starts during the end of seventh semester. Senior faculty members, HOD and Project Coordinators select one project for each team considering the quality, relevance & University norms. Projects are selected in line with Department Mission, Vision, PEO, PO and PSOs.
- Students submit 3-5 project abstracts to the department project coordinator along with their project team members and area of interest.

### The project assessment is done through

- Internal project reviews.
- Final external university project review.

### Seminar Assessment

- In final year, students have seminar in their curriculum. The students have to select a recent and innovative topic and present in front of seminar coordinator, department faculty and their class students.

### The seminar presentation is assessed based on

- Topic selection.
- Presentation.
- Report preparation.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 2.5.3 Mechanism to deal with examination related grievances is transparent, time-bound and efficient

#### Response:

Balaji Institute of Technology & Science is affiliated to Jawaharlal Nehru Technological University Hyderabad. All examinations i.e., Internal & Final University Examinations are conducted under the guidelines of the Controller of Examinations of the University.

## **1. Mechanism to deal with examination related grievances:**

### **(i). University Level**

- Before Examination, grievances pertaining to application form & Hall ticket, late application form filing, non receipt of admit card of examinations or wrong entries in the Hall ticket are communicated to University Examination Section and get resolved at the earliest. College Exam Branch staff help the student for filing the application form.
- If there are any grievances regarding question papers of any subject during External Examinations, College instantly reports to University Examination Section. Grievances regarding question paper include questions asked out of syllabus, data given in question is insufficient, typing errors, etc. Committee at University takes cognizance and resolves the grievance. For the grievances such as wrongly added seat numbers and wrong subject roll list, the Chief Superintendent of Examinations, instantly gives them correct question papers. Roll lists are also corrected at the same time in consultation with university.
- For any grievances after the results are declared, students have to contact Examination Branch. College Exam Branch In-charge addresses their issues. He sends an application to university for revaluation and recounting of marks etc. If student is not satisfied by Revaluation/ Recounting, student can request for Challenge Valuation (CV) which has to be applied along with relevant Xerox copies of recounting/revaluation result to the University through the college principal. College Examination Branch Staff (or) Principal will verify & will forward the Application to JNTUH. Date will be notified to the student for CV. Then student need to go to JNTUH & should attend the CV where paper will be evaluated in the presence of student. There will be no Challenge Valuation for Lab Marks.

### **(ii). College Level:**

- Students appear for the improvement examination if he/she scores less marks and wants to improve in the concerned subject.
- The grievances of the students with reference to assessment are made clear by showing his/her performance in the answer sheet.
- In case of grievance, the answer sheet of such student is assessed by the faculty once again in the presence of the student. If there are any corrections in the total of marks or assessment of answer books as identified by students, they are immediately rectified by the faculty members.
- If any student is not satisfied with the assessment and award of marks may approach the concerned HoD who can intervene and seek opinion of another course Teacher.
- The Institute follows open evaluation system where the student performance is displayed on the notice board and the same is informed to the parents.
- If a student is not able to appear for examination due to medical or any genuine reason, examination is conducted for that particular student as per norms.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

#### 2.5.4 The institution adheres to the academic calendar for the conduct of CIE

##### Response:

- The institute strictly follows the academic calendar prepared by the affiliating university, JNTUH for two semesters.
- Quality is maintained in implementing Continuous Internal Evaluation (CIE) as prescribed in academic regulations.
- The academic calendar provides the information about the date of commencement of class work, instruction period, internal and external examination duration, vacation period, Parent –Teacher meeting, last date for submission of internal marks, and last date of instruction.
- The institute prepares a calendar of events to be conducted by keeping the JNTUH academic calendar in view.
- Department academic calendar is prepared well in advance before the start of the semester. The academic calendar includes Almanac, Internal & external examination schedule, curricular, co-curricular activities, seminar schedules and Parent-Teacher meet.
- The class work commences from the date mentioned in the academic calendar.
- Before commencement of the ensuing semester, HoD finalizes the allocation of courses based on the faculty choice and their area of specialization.
- Faculty members prepare the teaching schedules and teaching plans before the commencement of the semester and prepare the assignments to be given to students.
- A course file for each course is prepared by the faculty, which includes course objectives, course outcomes, teaching schedule, teaching plan, suggested references, study material and solved previous examination papers. Students are given awareness of the course schedule in the beginning of the semester.
- Time-Table in-charge of each department prepares the time-table as per the guidelines given by the university. It is uploaded in the institute website and also displayed on the respective department notice boards.
- Syllabus completion is tracked through periodic checking of lesson plan sheets, class committee meetings, record of class work and Department meetings.
- The performance of the student is assessed on a continuous basis by conducting two mid (internal) examinations per semester as per university norms. The average marks of both mid (internal) examinations are considered for internal assessment. Assignments, laboratory courses and Project Work are also part of CIE.
- The Institute should submit all the internal examinations marks to the university in the university web portal within the stipulated time specified by the university.
- The Results announced by the university can be accessed by the students through college web portal <https://www.bitswgl.ac.in>



<b>File Description</b>	<b>Document</b>
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

## 2.6 Student Performance and Learning Outcomes

**2.6.1 Program outcomes, program specific outcomes and course outcomes for all programs offered by the Institution are stated and displayed on website and communicated to teachers and students**

**Response:**

### 1. Adequacy in respect of publication & dissemination:

Media	Means	Stakeholders reached
Website	<ul style="list-style-type: none"> <li>(1).Departmental Website:(<a href="http://www.bitswgl.ac.in/ece-department.php">http://www.bitswgl.ac.in/ece-department.php</a>)</li> <li>(2).College website: <a href="http://www.bitswgl.ac.in">www.bitswgl.ac.in</a></li> </ul>	<ul style="list-style-type: none"> <li>Alumni,</li> <li>Parents,</li> <li>Industry,</li> <li>Management,</li> <li>Students,</li> <li>Staff.</li> </ul>
Print	<ul style="list-style-type: none"> <li>(1).College Brochure.</li> <li>(2).Department Newsletter.</li> <li>(3).Department Magazine.</li> </ul>	<ul style="list-style-type: none"> <li>Alumni,</li> <li>Parents,</li> <li>Industry,</li> <li>Management,</li> <li>Students.</li> </ul>
	<ul style="list-style-type: none"> <li>(1).Course Files.</li> </ul>	<ul style="list-style-type: none"> <li>Staff.</li> </ul>
Display	<ul style="list-style-type: none"> <li>(1).HOD cabin.</li> <li>(2).Notice Boards.</li> <li>(3).Laboratories.</li> <li>(4).Seminar hall.</li> </ul>	<ul style="list-style-type: none"> <li>Alumni,</li> <li>Parents,</li> <li>Industry,</li> <li>Management,</li> <li>Students,</li> <li>Staff.</li> </ul>

**Table:** Dissemination of POs and PSOs

### 2. Process of Dissemination among Stakeholders

#### List of stakeholders

- **Students:** Awareness workshops and orientation programs are conducted for the students to make them aware of the department's POs and PSOs.
- **Staff:** Staff orientation programs are conducted in which department's POs and PSOs are explained to newly joined staff members.
- **Management:** Dissemination of POs and PSOs in College Academic Committee.
- **Alumni:** Information is given to alumni members during alumni meetings organized every year by the college.



- **Parents:** Parents are explained about department's POs and PSOs during induction programs organized at the time of joining their children in the college. POs and PSOs are also explained to them during parent-teacher meetings.
- **Industry/Employer:** Whenever personnel from Industries visit our campus for recruitment of the students, they are asked to go through the department Newsletters and Magazines.

### 3. Publication of Program Outcomes(POs), Program Specific Outcomes (PSOs):

- **Program Outcomes (POs), Program Specific Outcomes (PSOs)** are displayed in the form of display boards in the laboratories, staff rooms and corridors.
- **Program Outcomes (POs), Program Specific Outcomes (PSOs)** are published in the department newsletters, magazines and also in college website which can be seen by all stakeholders.
- **Program Outcomes (POs), Program Specific Outcomes (PSOs)** are printed in the laboratory manuals which are made available to all the students.

File Description	Document
COs for all courses (exemplars from Glossary)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

#### 2.6.2 Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution

##### Response:

In Outcome Based Education, assessment is done through one or more than one processes, carried out by the institution that identify, collect and prepare data to evaluate the achievement of program outcomes, Program Specific Outcomes and course outcomes.

##### PO Assessment Tools:

Assessment tools are categorized into direct and indirect methods to assess the Program Outcomes, Program Specific Outcomes and Course Outcomes.

**(A). Direct methods:** Display the students' knowledge and skills from their performance in the MID Examinations, Lab Examinations, end-semester examinations, presentations and classroom assignments etc. These methods provide a sampling of what students know and/or can do and provide strong evidence of students learning.

**(B).Indirect methods:**Preparations are gathered to know how well students are achieving/ achieved a learning outcome. The PAC assesses opinions, thoughts about the graduate knowledge and skills. As it is a complex process, the percentage of attainment is kept at low percentage.

##### Direct Component:

Direct Assessment of POs for a course is obtained by mapping the average value of Course Outcomes attainment with the mapping of the target or expected POs for the particular course.

### **Indirect Component:**

**The indirect component of PO contribution is obtained from different surveys**

- Graduate Exit Survey
- Alumni Survey
- Employer Survey

**Graduate Exit Survey:** The Graduate Exit Survey is conducted at the end of the Program. The Objective of the Survey is to know the level of confidence of each PO/PSO that graduates possess by the end of the program.

**Alumni Survey:** A Survey is conducted on POs and PSOs. It contributes towards the weightage of POs and PSOs attainment. This survey is administered by alumni coordinator with the passed out students.

**Employer Survey:** A feedback is collected on POs & PSOs. It is an indirect assessment tool which contributes towards the weightage of POs and PSOs. Employee surveys are tools used by organizational leadership to gain feedback on and measure employee engagement, employee moral values and performance.

The weightages in indirect assessment process are tabulated as given below.

<b>Name Of the Survey</b>	<b>Weightage</b>
Graduate Exit Survey	10%
Alumni Survey	5%
Employer Survey	5%

**Table:** Weightage of Surveys

### **PO Attainment:**

Direct attainment level of a POs & PSOs is determined by taking average across all courses addressing that POs and/or PSOs.

Indirect attainment level of POs & PSOs is determined based on the student exit surveys, employer surveys, co-curricular activities, extracurricular activities etc.

For affiliated, non-autonomous colleges, it is assumed that while deciding on overall attainment level 80% weightage may be given to direct assessment and 20% weightage to indirect assessment through surveys from students (largely), employers (to some extent).

### **Analyzing of Results:**

Levels of attainment are decided upon the percentage of students of the class who have more than Average mark allotted for the course outcome in the final Examination (CIE/SEE).

The attainment level is assigned as follows.

CO Attainment	Level
$x \geq 60\%$	3
$50\% \leq x < 60\%$	2
$40\% \leq x < 50\%$	1
$x < 40\%$	0

**Table:**Attainment levels

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 2.6.3 Average pass percentage of Students

**Response:** 75.86

2.6.3.1 Total number of final year students who passed the examination conducted by Institution.

Response: 308

2.6.3.2 Total number of final year students who appeared for the examination conducted by the institution

Response: 406

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 2.7 Student Satisfaction Survey

### 2.7.1 Online student satisfaction survey regarding teaching learning process

**Response:** 3.94

## Criterion 3 - Research, Innovations and Extension

### 3.1 Resource Mobilization for Research

**3.1.1 Grants for research projects sponsored by government/non government sources such as industry ,corporate houses, international bodies, endowment, chairs in the institution during the last five years (INR in Lakhs)**

**Response:** 43.9

3.1.1.1 Total Grants for research projects sponsored by the non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year-wise during the last five years(INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
24.594	7.53	5.6264	.8537	5.3

File Description	Document
List of project and grant details	<a href="#">View Document</a>
e-copies of the grant award letters for research projects sponsored by non-government	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**3.1.2 Percentage of teachers recognised as research guides at present**

**Response:** 0

3.1.2.1 Number of teachers recognised as research guides

File Description	Document
Any additional information	<a href="#">View Document</a>

**3.1.3 Number of research projects per teacher funded, by government and non-government agencies, during the last five year**

**Response:** 0

3.1.3.1 Number of research projects funded by government and non-government agencies during the last five years

3.1.3.2 Number of full time teachers worked in the institution during the last 5 years

**Response:** 605

File Description	Document
Supporting document from Funding Agency	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Funding agency website URL	<a href="#">View Document</a>

## 3.2 Innovation Ecosystem

### 3.2.1 Institution has created an ecosystem for innovations including incubation centre and other initiatives for creation and transfer of knowledge

#### Response:

The Institute has created an ecosystem for innovation, creation and transfer of knowledge by establishing R&D cell, Incubation Center and Entrepreneurship Cell .

- The Eco-System Framework of the Balaji Institute of Technology & Science aims at creating a student enabled educational environment. The institution is making concerted efforts to create a veritable infrastructure of learning that would catalyze the holistic development of the student at the U.G. and P.G. levels. The framework is structured to nurture innovative thinking amongst all students.
- The College provides an enriched environment of learning to all the students. It reposes implicit faith in the potential of the students and has put in place a regimen to create or add value to the students by harnessing their talent through systemic training in terms of skill building, personality development, lateral thinking and career mapping. Identification and enrichment of the innate scholastic and extracurricular talents of students and realization of the requirements is the hallmark of the institute's vision.
- Technical events such as technical quiz, project exhibition, paper presentations, poster presentations and aptitude test are organized to tap the talents of students.
- The College has set up centres of research and excellence such as the IIT Mumbai Centre of Excellence, Task Innovation Centre & Centre for Entrepreneurial Learning. Such initiatives serve to hone the analytical skills of students and to help them think out-of-the-box.
- Physical infrastructure comprising well equipped Library and laboratories with modern simulation tools and equipment for carrying research activities is provided.

**Research and Development Cell** facilitates for creation and transfer of knowledge by conducting technical workshops, seminars, industrial visits, Training programs, National and International Conferences, Technical presentations by faculty members and also provides mechanism for submission of minor and major research proposals for funding by Institute/University and other funding agencies .

**Incubation Centre** is established with the objective of creating an environment conducive to encouraging aspirants to incubate their ideas including designing and developing ICT enabled Provisions for academic and administrative function. The sole objective of the Incubation Centre is to facilitate students to convert their Ideas into Technological Innovations.

**TEDx BalajiITS event** is held in the college to inspire students for innovation, workshops and Model

Expos on emerging trends in Technology are held. Students are encouraged to gain hands on experience and better Industrial Exposure. This would be an added advantage to the students to further develop their Prototypes.

**The faculty published** their research papers in the various journals as well as conferences at national & international level. College is committed to nurture the students to be next generation leaders and also team players consistent with the dynamic requirements of the Corporate World.

The college is with firm conviction that the Ecosystem Framework envisaged encompasses all facets of the holistic development of students, who would contribute to the country's growth as socially responsible citizens.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 3.2.2 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the last five years

**Response:** 19

3.2.2.1 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
05	05	02	03	04

File Description	Document
Report of the event	<a href="#">View Document</a>
List of workshops/seminars during the last 5 years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 3.3 Research Publications and Awards

**3.3.1 The institution has a stated Code of Ethics to check malpractices and plagiarism in Research**

**Response:** Yes

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 3.3.2 The institution provides incentives to teachers who receive state, national and international recognition/awards

**Response:** Yes

File Description	Document
e- copies of the letters of awards	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 3.3.3 Number of Ph.D.s awarded per teacher during the last five years

**Response:** 0

3.3.3.1 How many Ph.Ds awarded within last five years

3.3.3.2 Number of teachers recognized as guides during the last five years

Response: 5

File Description	Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	<a href="#">View Document</a>

### 3.3.4 Number of research papers per teacher in the Journals notified on UGC website during the last five years

**Response:** 0.09

3.3.4.1 Number of research papers in the Journals notified on UGC website during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
13	2	0	4	1



File Description	Document
List of research papers by title, author, department, name and year of publication	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 3.3.5 Number of books and chapters in edited volumes/books published and papers in national/international conference proceedings per teacher during the last five years

**Response:** 0.2

3.3.5.1 Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
15	17	12	0	0

File Description	Document
List books and chapters in edited volumes / books published	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 3.4 Extension Activities

### 3.4.1 Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years

**Response:**

The institution extends research culture through college neighborhood network to fulfill social responsibility. Issues related to Environment and Sustainability are taken care in the curriculum through courses such as Environmental Studies.

- Students are motivated to do innovative projects which solve social problems and meet the essential needs with academic projects.
- As a part of the extension activities which emphasizes community services, N.S.S. Unit provides free medical aid; supplies food for the people who are affected during natural calamities like flood, heavy storm, etc. NSS unit has undertaken the variety of Activities which directly benefit the Society and the people. We have our NSS unit with 100 enthusiastic volunteers who are always ready to take up any Service Activity.
- Apart from this, our NSS unit is organizing Swachh Bharath and Plastic Free Campus activities in and around the college campus and also in adopted village. Under ‘Swachh Bharat Abhiyan’,



Students initiate drives to create awareness about overflowing garbage bins, cleanliness of roads by having rallies with posters and placards. To make the students and the community focus on sanitation, various Swachh Bharat programs are organized in the campus and neighborhood community.

- From time to time, the Institution also organizes various health and family welfare awareness programme in adopted village and distributed medicines in order to prevent people from suffering from various diseases.
- Students donate books/clothes/gifts for the underprivileged children.
- Awareness seminars and workshops on social issues like women empowerment, gender sensitivities are organized. Blood donation camps in collaboration with IMA, Lions Club, Pavani Nursing Home and Indian Red Cross Society are a regular feature.
- Many of these events were covered by the leading newspapers and news channels. The huge response and success of these events exhibits the effort and sincerity of intensions of the members.
- Students participate in many of the socially sensitizing programmes related to Tree Plantation, Yoga, save water awareness rally, Seminar on Gender Issues.

### **1. Health camp at Nachinapally Village:**

The main objective of this service is the prevention of illness as well as the promotion of health and well being of the students through:

- Early detection and care of students with health problems.
- Development of healthy attitudes and healthy behavior by students.
- Ensure a healthy environment for children at school.
- Prevention of communicable diseases at school.

### **2. Moto of Village adoption involves:**

- To enable rural communities dream & plan, the institute mobilizes forces and resources for sustainable development of each member who can realize his/her full potential and create such ecosystem for positive behavioural transformation.
- To seek positive transformation and to engender progressive changes in the communities through alternative development models that is participatory, sustainable and inclusive.

### **3. Developmental Plan for Nachinapally Village:**

- Development of HDI indicators.
- Development of existing infrastructure.
- Development of Economic situation.
- Development of Social Infrastructure.
- Women Empowerment.
- Behavioral Dimension.

Women's Day, Teachers' Day, Engineers' Day are celebrated to promote the Universal and human values, national integration and communal harmony among the students.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 3.4.2 Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

**Response: 0**

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

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Number of awards for extension activities in last 5 years	<a href="#">View Document</a>
e-copy of the award letters	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 3.4.3 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 last five years

**Response: 39**

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., year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
12	11	6	7	3

File Description	Document
Reports of the event organized	<a href="#">View Document</a>
Number of extension and outreach programs conducted with industry,community etc for the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 3.4.4 Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years

**Response:** 45.17

3.4.4.1 Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
1690	762	617	980	320

File Description	Document
Report of the event	<a href="#">View Document</a>
Average percentage of students participating in extension activities with Govt or NGO etc	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 3.5 Collaboration

### 3.5.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc during the last five years

**Response:** 120

3.5.1.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
46	45	23	4	2

File Description	Document
Number of Collaborative activities for research, faculty etc	<a href="#">View Document</a>
Copies of collaboration	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**3.5.2 Number of functional MoUs with institutions of National/ International importance, Other Institutions, Industries, Corporate houses etc., during the last five years (only functional MoUs with ongoing activities to be considered)**

**Response:** 12

3.5.2.1 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years (only functional MoUs with ongoing activities to be considered)

2018-19	2017-18	2016-17	2015-16	2014-15
04	03	02	01	02

File Description	Document
e-copies of the MoUs with institution/ industry/ corporate house	<a href="#">View Document</a>
Details of functional MoUs with institutions of national, international importance, other universities etc during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## Criterion 4 - Infrastructure and Learning Resources

### 4.1 Physical Facilities

**4.1.1 The institution has adequate facilities for teaching- learning. viz., classrooms, laboratories, computing equipment, etc.**

**Response:**

The vision of the institution management is to constantly improve the students learning environment by providing the required infrastructure with modern buildings, technology enabled classrooms, labs, library, play grounds and gymnasium.

**Teaching Learning Process**

- The purpose of the teaching-learning process at the Institute is student-centric to develop the requisite knowledge, skills, attitudes and habits of students.
- Students work on a host of projects in different courses. Students are given sufficient support by faculty to do Internship and project-based courses to learn from real life situations and apply their learned skills.
- Continuous evaluation of learning is followed and efforts are made to measure cognitive as well as applied learning method. Project work, quiz, problem solving exercise, classroom assessment methods, end-semester examination, etc. constitute the different components of the overall assessment.

**Teaching-Learning Facilities**

- Institute is providing a sound academic and technical infrastructure augmented with co-curricular facilities to ensure the all-round development of the students.

**Classrooms and Seminar Halls**

- The Institute fulfils all the norms specified by the statutory bodies in terms of land requirement, instructional, administrative and amenities area. The institute regularly updates the physical infrastructure to meet AICTE / JNTU Hyderabad requirements. In Overall, the college has **44** classrooms / Tutorial Rooms, **43** spacious laboratories for all the Five UG and PG programmes. Modern laboratories are established to conduct regular practical classes.
- The Institute has improved the teaching-learning process with contemporary aids and created **44** Technology Enabled Classrooms with LAN/Wi-Fi facility, LCD projectors etc., The smart class rooms and seminar Halls and open auditorium are used to conduct the special programmes like seminars, workshops, symposiums, cocurricular and extra curricular activities.
- The laboratories are well-equipped with latest equipment. Seminar halls, Department Libraries/ Drawing Halls/ HOD, Faculty Cabins and rest rooms are provided.

**Computing Equipment**

- Round the clock internet facility with 100 Mbps speed is available in the college campus with modern computing facilities of **750** computers with specialized software's with LAN/Wi-Fi

connection. The students can utilize the systems during the lab hours to fulfill their academic needs.

### Library

- The college has an automated library with 59540 volumes of books on different disciplines to provide effective learning resources to the students. Digital Library used by students and faculty to access the required content.

### Generator

- Besides a standby power generator, 200 KVA generator is available in the campus to take care of the occasional power shut down due to maintenance.

### Facilities for the disabled students

- The campus has ramp to facilitate for the physically challenged persons to move by the wheel chair, without any difficulty. Special provision for these students to write the university exam in the close proximity of the Exam Cell and scribe for the visually disabled students is provided.

### Transport

- 24 buses are operated for both staff and students, which cover most of the areas in and around Warangal to reach the college in time.

**Various clubs** offer a mixture of technical and non-technical activities to develop the organizational skills of the students.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

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

##### Response:

Balaji Institute of Technology and Science has state of the art and well-maintained sports facilities for conducting sports, games and to inculcate the love of sports and to cater to the needs of sports enthusiasts. The Institute has appointed full-time qualified Physical Director to train and guide students in various sports.

##### Sports and Games:

- Sports facilities have been established for various games inclusive of Cricket net, Basketball,

Volleyball, Throw Ball and Ball Badminton, Cricket ground besides spacious play fields and courts for outdoor games to ensure the focus of the institute in providing extra-curricular activities to the students.

- We also have facilities for indoor games such as Chess, Carroms, and Table Tennis.
- Courts/fields with a total of 31,948.86 sq.m are available for the sports activities.

#### **Yoga Center :**

- We believe that yoga is what youngsters need most today and thus Institute celebrates International Yoga Day every year on 21st June. Practicing yoga might improve quality of life; reduce stress; lower heart rate and blood pressure; help relieve anxiety, depression, and insomnia; and improve overall physical fitness, strength, and flexibility.
- Yoga sessions are conducted for students to channelize their focus and expand their energy to train and sharpen the body, mind and spirit in the right direction.
- Yoga sessions ensure better health and balanced living for the students.
- In our college campus, we have started Yoga Center in the year 2012 to enlighten our students and Faculty.
- Through yoga center, we have organized many programs every year for the welfare of students.

#### **Gymnasium:**

- The recreational facilities for the students like gym facilities are established in the Sport complex, with comfortable atmosphere provides a pleasant background in which regular exercise and relaxation becomes a real pleasure, in a friendly & intense atmosphere.
- The gym provides a variety of equipment which fulfills almost all sporting and fitness needs of the students. The Gymnasium has good infrastructure with well equipped machines for physical fitness.
- A qualified trainer is available in the gymnasium for the support of Students.

#### **Cultural Activities:**

- Cultural activities are carried out by cultural club. Every year, College has a vibrant celebration of Balaji Cultural Fest - Cultural Day.
- The main aim of the institution is to encourage the students' multi -talents in various aspects, apart from academics.
- Cultural Theme is given to the students every year and the students give life to the theme through their excellent performance. During the cultural festival, talents of the students are established through on-stage and off-stage events like Solo Dance, Group Dance, Solo Singing, Group Singing, Mime, Essay Writing, Vegetable Carving, Rangoli etc.
- Through healthy competition, incredible performance of the students from various disciplines is recognized on that special occasion.
- Renowned Celebrities honor the day and distribute the prizes to the winners of the various events (both on-stage and off-stage). In addition to it, the college also organizes Light Music by famous music troupe to entertain the students.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

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

**Response:** 100

##### 4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 44

File Description	Document
Number of classrooms and seminar halls with ICT enabled facilities	<a href="#">View Document</a>
any additional information	<a href="#">View Document</a>
Link for additional information which is optional	<a href="#">View Document</a>

#### 4.1.4 Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.

**Response:** 28.23

##### 4.1.4.1 Budget allocation for infrastructure augmentation, excluding salary year-wise during the last five years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
271.5	52.4	122.6	103.65	62.9

File Description	Document
Details of budget allocation, excluding salary during the last five years	<a href="#">View Document</a>
Audited utilization statements	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 4.2 Library as a Learning Resource



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

##### Response:

- Library automation is extremely important in this age of technology as there is tremendous growth in the different fields of knowledge and need for access to the desired literature. BITS has taken an initiative to move its library towards paperless functioning through the use of automated library management software. It is difficult to have access to the desired literature with manually operated devices. Library automation enables acquisition, cataloguing and circulation.
- The Automated Library System used by the institute is an Integrated Library Management System (ILMS) with interoperability means/interfaces for different kinds of systems at the institution level. It also means interfaces for similar systems at the inter-organizational level, as a result of which resource sharing and collaboration can now be taken to a whole new level. The ILMS is no longer the poor cousin in the e-learning / e-knowledge landscape.
- An ILMS is usually comprised of a relational database and software to act on that database and two graphical user interfaces (one for patrons, one for staff). Most of the ILMS software functions in discrete programs called modules, which are then integrated into a unified interface. Examples of modules include: acquisitions (ordering, receiving, and invoicing materials), cataloguing (classifying and indexing materials), circulation (lending materials to patrons and receiving them back), serials (tracking magazine and newspaper holdings), and the OPAC (public interface for users). Each patron and item has a unique ID in the database that allows the ILS (integrated library system) to track its activity.
- NEW GEN LIB is an Integrated Library Management System developed by Verus Solutions Pvt Ltd and the Kesavan Institute of Information and Knowledge Management in Hyderabad, India. NEW GEN LIB version 3.1.1 was released in March 2006. NEW GEN LIB was declared Open Source Software under GNU GPL Licence by Verus Solutions.
- Ample Trails provides Library Management System which is very easy to use and fulfils all the requirement of a librarian. There are many features which help librarian to keep records of available books as well as issued books. This software is available in two modes i.e. web-based and local host based. We provide best Library Management System.

Here is a list of features of Library Management System which provides Ample Trails offered in Balaji Institute of Technology & Science.

- Keep record of different categories like; Books, Journals, Newspapers, Magazines, etc.
- Keep record of complete information of a book like: Book name, Author name, Publisher's name, Date/ Year of publication, Cost of the book, Book purchasing date/ Bill no.
- Automatic fine calculation for late returns.
- Different criteria for searching a book.
- Different kinds of reports like: total no. of books, no. of issued books, no. of journals, etc.
- Easy way to know how many books are issued to a particular student.
- Easy way to know the status of a book.
- Event calendar for librarian to remember their dates.
- Online access for registered user to see the status of their books.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

#### 4.2.2 Collection of rare books, manuscripts, special reports or any other knowledge resources for library enrichment

##### Response:

- The library is an integral part of the intellectual power of our college. The Library with an area of 1200 Square Meters and seating capacity of 300 persons has a well stockpile of 7574 titles, 59540 volumes which include the SC/ST book bank scheme, 96 national, international ,1200 e-journals and Daily News papers. Library has a collection of project reports, magazines, previous year question papers and multimedia packages like CDs and DVDs.
- The institute is a member of DELNET, NDL and IEEE XPLORE to access e-books and journals. Library is automated through ILMs, OPAC and NEWGEN software.
- The Institute's library has the practice of collecting and maintaining rare books, manuscripts, special reports like the project works of the undergraduate and Post Graduate students of the institution or any other knowledge resources to benefit students and faculty for their knowledge enhancement, research and exploring new things apart from the standard books.
- Rare book means a book that is distinguished by its early printing date, its limited issue, the special character of the edition or binding, or its historical interest. Manuscripts include the original text of an author's work, handwritten or now usually typed, that is submitted to a publisher. Special report is a common talk or an account spread by common talk, a quality of reputation a witness of good report, a usually detailed account or statement, an account or statement of a judicial opinion or decision, a usually formal record of the proceedings of a meeting or session.
- Encyclopedias are also procured to refer the depth of the knowledge in the subject and the history of many things. The library holds special collections of Encyclopedias in addition to printed and manuscript resources, the library contains CDs, DVDs, Dictionaries, posters, e-Journals and Digital content. Digital library services offer advanced computers with a high-speed internet connection. Students can access digital content in the computing facility available in the library.
- E-Resources Packages such as IEEE Journals online and Springer online journals are subscribed. Knowledge resources in the form of e-journals, e-resources and NPTEL video lectures are available.
- Handbooks, News papers, Magazines, Non- technical books (Humanities, Social Sciences) are procured in library.
- All the students and faculty can borrow textbooks for all the courses every semester.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

**4.2.3 Does the institution have the following:**

- 1.e-journals
- 2.e-ShodhSindhu
- 3.Shodhganga Membership
- 4.e-books
- 5.Databases

**A. Any 4 of the above**

**B. Any 3 of the above**

**C. Any 2 of the above**

**D. Any 1 of the above**

**Response:** A. Any 4 of the above

File Description	Document
Details of subscriptions like e-journals,e-ShodhSindhu,Shodhganga Membership etc	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**4.2.4 Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)**

**Response:** 8.21

4.2.4.1 Annual expenditure for purchase of books and journals year-wise during the last five years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
11.18	5.38	13.14	7.58	3.77

File Description	Document
Details of annual expenditure for purchase of books and journals during the last five years	<a href="#">View Document</a>
Audited statements of accounts	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**4.2.5 Availability of remote access to e-resources of the library****Response:** No

File Description	Document
Any additional information	<a href="#">View Document</a>

**4.2.6 Percentage per day usage of library by teachers and students****Response:** 14.89**4.2.6.1 Average number of teachers and students using library per day over last one year****Response:** 350

File Description	Document
Any additional information	<a href="#">View Document</a>

**4.3 IT Infrastructure****4.3.1 Institution frequently updates its IT facilities including Wi-Fi****Response:**

- The computer labs of Balaji Institute of Technology & Science are fully air-conditioned and the students are privileged to have unlimited access round the clock. The laboratories are equipped with structured fibre optic and UTP cabling network and other relevant software.
- We have state-of-the-art computer laboratories with **750** computers (80-ACER, 371-ASSEMBLE SYSTEMS, 406-HCL make) with network. The Overall ratio of computers to students is more than the number recommended as per norms.
- All the systems in the college campus are provided with LAN facility and WI-FI with 100 Mbps speed has been facilitated in the campus which will help the students to access internet very easily and very fast. Wi-Fi connectivity is provided in the administrative and academic areas.
- College block connected through NETGEAR access points. Wi-Fi secured through FortiGate Firewall. All departments, staff rooms and offices are provided with internet facilities for the convenience of students, teachers and office staff.
- A separate team with in-house staff takes care of the IT related needs of the campus such as hardware and networking. IT infrastructure facilities are created taking into consideration the requirements of all the stakeholders. Computer laboratories are equipped with state-of-the-art technology and are available to all the staff and students.
- LCD Projector, Printers and Scanners are available for staff to effectively fulfill their academic requirement. Adequate number of class rooms & seminar halls are equipped with LCD projectors and are used to deliver video clips and PPT presentations as on required basis.
- The Media Centre and E-learning room are also utilized for teaching and learning. Online tests and classes are conducted for students to enhance their skills through a tool called “KNOWDEGE” as a part of the CRT classes.

- NPTEL is an initiation of seven Indian Institutes of Technology (IIT Bombay, Delhi, Guwahati, Kanpur, Kharagpur, Madras and Roorkee) and Indian Institute of Science (IISc) for creating course contents in engineering and science and proudly we can say that our college is recognized as a remote centre for IIT Bombay.

#### Licensed software

- All licensed software required for the classes, laboratories, research, training, certification are procured and being used in the campus which includes Microsoft Dreams park Subscription, Rational Rose, Rational Quality Manager, Matlab, Mentor Graphics, MASM, Keil, Edwin, Xp, Xilinx, Pspice, simulink. Autocad, Ansys, Flexsim etc. The versions of the software are continuously upgraded.
- The campus has over 750 + computers. A common computer lab for all the students is arranged in the CSE block. This has 60 Computers with necessary software and 100 Mbps leased line Internet connectivity. This is open to students at all times during the college hours as well as after college hours up to 7.30 PM in the night.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

#### 4.3.2 Student - Computer ratio

**Response:** 3.35

File Description	Document
Any additional information	<a href="#">View Document</a>

#### 4.3.3 Available bandwidth of internet connection in the Institution (Lease line)

**>=50 MBPS**

**35-50 MBPS**

**20-35 MBPS**

**5-20 MBPS**

**Response:** >=50 MBPS

File Description	Document
Any additional information	<a href="#">View Document</a>

**4.3.4 Facilities for e-content development such as Media Centre, Recording facility, Lecture Capturing System (LCS)****Response:** Yes

File Description	Document
Facilities for e-content development such as Media Centre, Recording facility,LCS	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link to photographs	<a href="#">View Document</a>

**4.4 Maintenance of Campus Infrastructure****4.4.1 Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years****Response:** 50.84

4.4.1.1 Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component year-wise during the last five years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
483.52863	331.26584	110.24733	99.33454	94.47313

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic facilities	<a href="#">View Document</a>
Audited statements of accounts.	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**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.****Response:****1. Academic Support:**

**Mentoring:** Each faculty mentor adopts 15 students and looks after them regarding all the academic aspects. Faculty counsel the students thrice in a month.

**Maintenance of the Campus:** Regular maintenance of electrical, plumbing, housekeeping, transport and infrastructure in the entire college is supervised by the Administrator & Manager. A team of 15 women supervised by administrative staff regularly ensures the cleanliness and maintenance of the college. The roads, common places, faculty and class rooms, laboratories, research centers are cleaned daily and mopping is done periodically. To improve the physical ambience of the campus, several following initiatives are taken from time to time.

- Periodic painting and white washing of building and labs
- Ground-men for maintaining grounds, lawns and upkeep of plants
- Tree plantation drives every semester
- Adequate House keeping staff for general cleaning
- Rest rooms
- Dustbins at every 100 meters
- Stock verification of lab equipment and library books is done at the end of every year

### **Industrial Tour**

Industrial visit helps to combine theoretical knowledge with industrial knowledge. Institute arranges industrial visit every year for every department.

### **Workshops**

Workshops are conducted on latest topics including technical & non-technical topics. Workshops help students acquire practical oriented learning.

### **Library**

Library Staff consist of one Librarian, two Asst. Librarians and two Library Assistants. Digital library is available to the students from 8.00 A.M to 8.00 P.M. 30 computers with high speed internet are provided in Digital library.

### **Infrastructure Facilities & Computers**

Scientific equipment, Computer network, internet, website, servers, digital library and database are maintained by manufacturer till the warranty period and later by technicians, qualified System Administrators and System Engineers.

## **2. Physical Support:**

**Fire Resisting Kit:** BITS campus has fire extinguishers in each building and department..

**Mineral Water Plant;** The plant which produces 10,000 litres per day is procured.. R.O.System as a central facility with an investment of Rs.1.5 lakhs is provided on campus.

**Separate Hostels for Girls and Boys:** The hostel ensures that students feel at home, with the best amenities and comfort so that they can put their hundred percent concentration into their academic and extracurricular engagements.

**Sports and Games (Indoor & Outdoor)** : Sports in the institution play a central role in preparing the students to be psychologically and physically strong to face adversaries with a competitive spirit.

**Transportation** : Transport support facility is available to all and free bus facility is provided to faculty. Free bus facility is provided to poor and merit students for the purpose of Encouragement.

**Anti-Ragging Cell** :Ragging in any form, within or outside the BITS Campus is legally banned as per the Supreme Court verdict. Anti ragging cell monitors the students and prevents ragging on campus.

**Power House:** BITS campus is maintaining two generators of 125KVA & 75 KVA capacity.

**Computer Labs:** Computer labs are up dated with advanced software in every department. Total number of computers available are 750: CIVIL (60) EEE (40) MECH (60) CSE (240) & ECE(120) English Lab (120) Computer centre (90) others (20).

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>



## Criterion 5 - Student Support and Progression

### 5.1 Student Support

#### 5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

**Response:** 74.15

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
1367	1452	1460	1366	1322

File Description	Document
Upload self attested letter with the list of students sanctioned scholarships	<a href="#">View Document</a>
Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 5.1.2 Average percentage of students benefited by scholarships, freeships, etc. provided by the institution besides government schemes during the last five years

**Response:** 81.01

5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution besides government schemes year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
1467	1550	1601	1506	1479

File Description	Document
Any additional information	<a href="#">View Document</a>

#### 5.1.3 Number of capability enhancement and development schemes –

1. For competitive examinations
2. Career counselling
3. Soft skill development
4. Remedial coaching
5. Language lab
6. Bridge courses
7. Yoga and meditation
8. Personal Counselling

A. 7 or more of the above

B. Any 6 of the above

C. Any 5 of the above

D. Any 4 of the above

**Response:** A. 7 or more of the above

File Description	Document
Details of capability enhancement and development schemes	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link to Institutional website	<a href="#">View Document</a>

#### 5.1.4 Average percentage of student benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years

**Response:** 64.27

5.1.4.1 Number of students benefited by guidance for competitive examinations and career counselling offered by the institution year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
1335	1222	1084	1158	1249

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**5.1.5 Average percentage of students benefited by Vocational Education and Training (VET) during the last five years****Response:** 0

## 5.1.5.1 Number of students attending VET year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

**File Description****Document**

Details of the students benefited by VET

[View Document](#)

Any additional information

[View Document](#)**5.1.6 The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases****Response:** Yes**File Description****Document**

Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee

[View Document](#)

Details of student grievances including sexual harassment and ragging cases

[View Document](#)

Any additional information

[View Document](#)**5.2 Student Progression****5.2.1 Average percentage of placement of outgoing students during the last five years****Response:** 28.42

## 5.2.1.1 Number of outgoing students placed year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
282	151	99	37	31

File Description	Document
Self attested list of students placed	<a href="#">View Document</a>
Details of student placement during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 5.2.2 Percentage of student progression to higher education (previous graduating batch)

**Response:** 22.91

5.2.2.1 Number of outgoing students progressing to higher education

Response: 93

File Description	Document
Upload supporting data for student/alumni	<a href="#">View Document</a>
Details of student progression to higher education	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 5.2.3 Average percentage of students qualifying in State/ National/ International level examinations during the last five years (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)

**Response:** 93.23

5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil services/ State government examinations) year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
18	10	01	07	03

5.2.3.2 Number of students who have appeared for the exams year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
19	14	01	07	03

File Description	Document
Upload supporting data for the same	<a href="#">View Document</a>
Number of students qualifying in state/ national/ international level examinations during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 5.3 Student Participation and Activities

#### 5.3.1 Number of awards/medals for outstanding performance in sports/cultural activities at national / international level (award for a team event should be counted as one) during the last five years.

**Response:** 7

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

2018-19	2017-18	2016-17	2015-16	2014-15
0	6	0	0	1

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at national/international level during the last five years	<a href="#">View Document</a>
e-copies of award letters and certificates	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 5.3.2 Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution

**Response:**

##### Student Council:

Institute promotes candidature of students on academic and administrative bodies. An active Student Council comprises members to monitor Cultural, Technical, Sports and Literary events, Antiragging & Gender sensitization programmes, NSS activities and Alumni meet in college. Council members along with association and committee members take active role in conducting College Annual day, Technical seminars such as Shreshtah, Sports day, traditional day and national festivals.

A Student Council is a representative structure through which students in the college get involved in the affairs of the college for the benefit of the college and all students.

### **Objectives**

- To enhance communication between students, management and staff.
- To promote an environment conducive to educational and personal development.
- To promote friendship and respect among pupils.
- To support the management and staff in the development of the college.
- To represent the views of the students on matters of general concern to them.

### **The Student Council and the Management:**

- The college establishes and maintains procedures for the purpose of informing about the activities in the college.
- The college encourages students to set up a Student Council and assists it as per requirements.
- The college draws up rules for the establishment of a Student Council ,selection of members and the dissolution of the council.
- The college has a role in arranging meetings of student council.

The Management gives active support to the student council and assists the Council in drawing up a constitution and in planning and organizing its activities.

### **The Student Council and the Principal:**

The role of the Principal is of central importance in the establishment and operation of a Student Council. In assisting the Management in the development of college policy, and in working with teachers and to implement it at day-to-day level, the Principal is centrally placed in all aspects of the college's operations. In the initial stages, the Principal, together with the other teachers, will assist in the development of a Student Council in several ways, for example, by discussing with students the role of a Student Council and the role of individual representatives on the council. The Principal will assist in guiding the Council's development, so as to allow for a constructive and purposeful Council. More generally, the Principal can promote the college culture which recognizes the potentially valuable input that students can make, through a Student Council, into the development of the college.

### **Key functions of Student Council:**

The functions and activities of a Student Council support the aims and objectives of the Council and promote the development of the college and the welfare of its students.

In planning and undertaking activities during the course of the year, the Council

1. Works closely with the management, teachers and students.
2. Consults students in the college regularly and involves as many students as possible in the activities of the Council.

<b>File Description</b>	<b>Document</b>
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 5.3.3 Average number of sports and cultural activities/ competitions organised at the institution level per year

**Response:** 14

5.3.3.1 Number of sports and cultural activities / competitions organised at the institution level year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
17	15	14	13	11

<b>File Description</b>	<b>Document</b>
Report of the event	<a href="#">View Document</a>
Number of sports and cultural activities / competitions organised per year	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 5.4 Alumni Engagement

**5.4.1 The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years**

**Response:**

### AIM of Alumni Association

The concept of Alumni association evolved for the needs from both the ends, i.e. academicians and professionals, in the aim of building a bridge between college life and career life, so that the fresher graduates are made proactive to face the current challenges of competitive professional world. Both the ends work hand in hand to help each other for achieving the goal. Institution formed Alumni association.

### Formation of Body

The Alumini Association of **Balaji Institute of Technology & Science** called as **BITSAA** was formed in the presence of Dr.V.S.Hariharan, Prinicipal, Mr.S. Phaneendra, Assistant Professor Cordinator of the

Alumini Committee, Mr. S.Suresh, A.O, HODs and other faculty members of all departments and many enthusiastic students of the college.

### **Mission**

- To re-unite in the alma mater from where students grew and flew off.
- To build a bridge between college life and career life, so as to introduce present students to the professional world and to make them proactive to face the challenges that may emerge in their career path.
- To provide job opportunities to fresher bachelors through references to enhance their skills.
- To conduct orientation and training programs to students on various topics.
- To create awareness among students about scope of their subject in their professional world.

### **Plan of Action**

- Conducting periodic meetings of the committee for plan of action.
- Conducting training sessions on industry practices and professional approach by industry professional alumni.
- Felicitations to achievers.

### **Objectives of the Alumni**

- To provide a Forum for members of the Society for interaction.
- To achieve high degree of belongingness with the College and the Society
- To foster a feeling of brotherhood and friendship amongst the members of the Society.
- To enrol the members from time to time and keep them abreast with the activities of the Society and the College.
- To provide adequate avenues for drawing upon the knowledge and expertise of the alumni for furthering the cause of the College to attain good position and influence in the academic, social and business world.
- To foster communication amongst the alumni and to promote relations through interactive meetings and get-togethers.
- To collect, publish and disseminate information that is relevant to all the members of the Society.
- To play a significant role in the placement of our students in reputed organizations.
- To encourage a spirit of loyalty, friendship, service and benevolence among members of the Society.

### **Objectives with regard to financial grants and other facilities to the needy students/alumni of the College:**

- To highlight the achievements of the members of the Society as well as the current students of the College.
- To initiate, arrange, approve, support scholarships, free ships, grants and other assistance of any nature whatsoever to the meritorious students of the College.
- To enhance the membership of the Society on a continuous basis.

### **Alumni Association Bank Account Details:**



**Name: Blalaji Institute of Technology and Science Alumni Association**

**A/C NO:039511100000061**

**Bank Name: Andhra Bank**

**Branch: Narasampet**

**IFSC:ANDB0000395**

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

#### 5.4.2 Alumni contribution during the last five years(INR in Lakhs)

? 5 Lakhs

4 Lakhs - 5 Lakhs

3 Lakhs - 4 Lakhs

1 Lakh - 3 Lakhs

**Response: ? 5 Lakhs**

File Description	Document
Any additional information	<a href="#">View Document</a>
Alumni association audited statements	<a href="#">View Document</a>

#### 5.4.3 Number of Alumni Association / Chapters meetings held during the last five years

**Response: 5**

##### 5.4.3.1 Number of Alumni Association /Chapters meetings held year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
1	1	1	1	1

<b>File Description</b>	<b>Document</b>
Number of Alumni Association / Chapters meetings conducted during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Report of the event	<a href="#">View Document</a>

NVAAC

## Criterion 6 - Governance, Leadership and Management

### 6.1 Institutional Vision and Leadership

#### 6.1.1 The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution

**Response:**

**Governance of the institution is reflective of an effective leadership:**

- The Principal is the Academic Head of the Institution and is aided by the Heads of the Departments, Finance Officer, Section Heads, and Chairpersons of other Committees. Internal Quality Assurance Cell (IQAC), Planning & Development, Academic Section, Examination Branch, Research and Development (R&D), Mentoring, Training and Placement (T&P) Cell, and Other Sections do take part in the governance of the College.
- The Institute's Policies, Strategies, Resources and Quality Assurance cater to the needs of the Institute including Academics, Research, Innovation and Entrepreneurship and Social Responsibility with an international Vision. The Maheshwara Educational Society and the Head of the Institution ensure liberal, democratic and barrier free management in such a fashion that the services and ideas of all the stakeholders do reflect for better achievement.
- The requirements and inputs in terms of monetary support to the Departments and Sections are identified by the Heads of the different Departments and they will be routed through the Finance Committee for its opinion and comments to the concerned Heads and the Principal.
- Accordingly, the proposals are presented to the Governing Body for its approval.
- Faculty members' views and opinions are crucial in teaching methodology for different courses though it is basic courses/core courses, maintenance of academic standards, and welfare measures meant for student welfare. We are conscious of the role of representation of our students and alumni members in IQAC so that their views are taken into consideration wherever deemed to be desirable for implementation.
- The Principal will suitably be initiating necessary steps putting up to the statutory bodies for their consideration, approval and implementation.
- We consider the social responsibility to be imbibed as an inherent quality in our students and, thus the Institute contributes by providing socially responsible students as inputs to sustainable socio-economic development.
- The faculty members at the departmental level are in several Committees/Bodies.
- The decisions/resolutions made in those Committees have direct bearing in the governance of the College.
- The academic council, Board of Governors view those decisions with due respect and generally approve for implementation.

**Departmental Advisory Committee:**

The Institute has constituted Department Advisory Committees for each branch of Engineering Departments. The Committee Consists of Principal, Head of the Department, senior faculty member in the Department and experts from Industry.

**DAC gives guidelines related to following areas**

- To establish POs and PEOs based on Vision, Mission of department.
- To revise PEOs and POs, if necessary based on report submitted by DAC.
- Academic plans preparation by faculty members for their respective courses allotted by the Department
- To submit the report to IQAC on evaluation of attainment of PEOs.
- Topics beyond the syllabus and additional experiments to meet PEOs and POs.
- To consider the recommendations for achievement of PEOs and POs given by DAC for approval.
- To formulate the guidelines for attainments of POs and give it to module coordinators.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 6.1.2 The institution practices decentralization and participative management

#### Response:

In the decentralized set up adopted in the Institution, the Principal, who is the academic & administrative head monitors the overall functioning and has powers for academic, administrative, financial issues for the growth of institute in line with the vision and mission of the institution. The Institute has decentralized its operations and has delegated authority at various levels to ensure good governance. In-charge of Internal Quality Assurance Cell (IQAC) monitors and streamlines Academic Quality initiatives like academic audit process and faculty performance appraisals.

- Structured delegation of authority & responsibilities are entrusted to faculty through regular staff meetings to encourage the academic leadership among the faculty within subject disciplines. Faculty are involved to participate through committees to manifest their administrative skills with professional responsibility and accountability and also guide student committee members to learn their leadership qualities. This ensures their acumen in decision-making with regard to organizing academic, administrative, co-curricular and extra-curricular activities conducted in the course of the academic year.
- The Heads of Departments have adequate autonomy to monitor the functioning of the various departments. For taking important decisions, feedback from all stakeholders is taken into account. The office administration of the College is monitored by the Administrative Officer, Manager, Superintendent, Head Clerks, Senior Clerks, Junior Clerks and other Class III and Class IV Staff. The Administrative Officer in consultation with the Principal co-ordinates the day-to-day activities. Thus, the decentralization of departments and personnel of the institution help in improving the quality of its educational provisions.
- Proposals for procuring required new lab equipment prepared by subject teachers in consultation with technical staff are submitted to HOD. These are reviewed, ratified and recommended in Department Academic Committee in terms of requirement, comparative statements of quotations and budget allocations. Principal approves and facilitates the procurement of Lab equipment and any other infrastructure relevant items through purchase committee. HoDs look after receipt of equipment and their installation. Thus the modus operandi for purchase of equipment involves all

levels of employees.

- In the decentralized governance system, the institute promotes a culture of participative management by involving the staff and students. The Governing Body delegates all the academic and operational decision-making power based on Quality policy to the Academic Monitoring Committee headed by the Principal. Academic Monitoring Committee (AMC) formulates common working procedures and communicates to faculty for effective implementation. Faculty members are given representation in various committees/cells and allowed to conduct various programs to showcase their abilities. They are entrusted with responsibility as coordinator and convener for organizing seminars/workshops/conferences/FDPs/and guest lectures and to organize industrial tours and to have collaboration with industry for academic benefit of students.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

## 6.2 Strategy Development and Deployment

### 6.2.1 Perspective/Strategic plan and Deployment documents are available in the institution

#### Response:

- The institution affiliated to the JNTUH, Hyderabad has a premeditated plan for progress of the institution. The institutional plan is prepared in compliance to the guidelines issued by the University and the Telangana Government from time to time for the successful conduct of the academic programmes. The strategic plan developed by the CAC & IQAC, approved by the Governing Body is adopted wherein the goals and action plans are aligned with the Institute's Vision and Mission. College Academic Committee discusses and executes developmental issues and best practices that positively impact teaching-learning process and corrective measures for performance improvement.
- Faculty members co-operate in the areas of student support, sharing of expertise acquired through different training programmes. Teaching departments encourage interdisciplinary classes during tutorial sessions by faculty of departments. Similarly, IQAC takes initiative in organizing programmes that enable faculty members share their experiences gained through training.
- Quality research is promoted at the Institute by undertaking research projects keeping in view of their relevance to requirements of technology in local industry. Faculty and students are exposed to appropriate technology in the emerging fields through on-line transfer of knowledge. The institute enables faculty members abreast of the latest trends and developments in Research, Technology and Teaching methodologies through interaction, by deputing them to other premier Institutions for research and by conducting AICTE-ISTE sponsored STTPs at the institution.. Special classes are arranged for students with rural background for improving their Communication Skills. All the relevant information regarding latest developments in college is made available in college website for the information to all stakeholders. Hostel accommodation is provided to boys and girls separately with all basic amenities. Plantation is done to make the entire campus green and pollution free. Harithaharam, a Telangana government's initiative has given fillip to our motto of

spreading greenery in the campus. Roof top Solar panels on the buildings save energy and contribute to meet energy requirements of college. Required infrastructure is procured to encourage students participate in sports and games and to boost their morale through the guidance from Physical Director to take part at college, university and higher levels.

Institutes Academic calendar is tailor-made according to the strategic plan drafted at the institute. The envisioned features of the plan are:

- To get NAAC Accreditation.
- To improve results of students and to produce more students with higher grades in academics.
- To sign more number of MoUs.
- To Strengthen Institute - Industrial relationship.
- To introduce industry relevant programs in association with leading industries through tie-ups.
- To reinforce R & D.
- To conduct GRE , GATE, TOFEL and IELTS classes.
- To identify Value added courses to cater to the needs of Industry.
- To Organize training programs to improve soft skills.
- To Increase the numbers of Consultancy projects.
- To Improve the Infrastructure in line with requirement of latest technology.
- To Develop Entrepreneurial skills by EDC cell.

Serious efforts are made at the institute to materialize all the above mentioned objectives.

File Description	Document
Any additional information	<a href="#">View Document</a>
Strategic Plan and deployment documents on the website	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### **6.2.2 Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism**

#### **Response:**

#### **Governing Body**

- The Institute is managed by the Governing Body (GB), a decision making body which steers direction of the institute in a progressive mode. The members of the GB discuss and decide policies and action plans for fulfillment of the vision of the institute. The Principal is the academic & administrative head who monitors the overall functioning and has powers for academic, administrative, finance and institute's growth. Governing Body of the college meets once/ twice in a year in order to discuss various issues and aspects related to the development of the college and its academic standards. It includes considering and approving the institution's strategic plan which

sets the academic aim and objectives of the institution and identifies the financial, infrastructural needs and staffing strategies. It chalks out a roadmap in order to achieve the goals of the institute.

- Governing body ensures that the institute follows Service rules, Recruitment, Promotional policies and Grievance Redressal Mechanism according to the norms of University.

S.No	Governing Body Member	Position
1	Dr. A. Rajendra Prasad Reddy	Chairman
2	Dr. Guda Rajeshwar Reddy	Member
3	Dr. A. Vanaja	Member
4	Dr. K. Dushyanth Reddy	Member
5	Mr. A. Krishna Reddy	Member
6	Sri. K.Sathyanarayana Rao	Member
7	Dr. G. Surendar Reddy	Member
8	Dr. A. Raghuram, Prof. of EEE, JNTUH, CEH, Kukatpally, Hyderabad-500085, Telangana State(Nominee of Affiliating University)	Member
9	Regional Officer, SCRO, AICTE, Hyderabad	Member
10	Regional Joint Director, Technical Education, Hyderabad	Member
11	Dr. V.S.Hariharan	Principal and Member Secretary

### Functions of the Governing Body:

Taking decisions or giving approval for decisions taken by sub committees regarding matters such as building construction, purchase of major equipment, applications for new courses/ additional intake, affiliation of courses, staff matters, faculty recruitment, major student welfare measures etc.

Service rules and procedures are mentioned in policy document of college.

“Teaching Staff” comprises the following categories:

- Principal
- Professors
- Associate Professors
- Assistant Professors

“Technical Staff” comprises the following categories:

- Programmers,
- Asst. Programmers,

- Computer Operators
- Technicians

Institutes organizational structure represents Governing Body as an apex body in which principal is the Member secretary. Academics, IQAC & Administrative wings function under Principal and concerned authorities report to principal. Curricular, co-curricular and extra curricular sections represent Academics wing. All curricular issues are taken care by Heads of the departments, Faculty, Non Teaching staff and technicians. Examination branch conducts all examinations looks after all exam oriented issues.

- Co-curricular affairs are looked after by R&D, Library, Training & Placement and EDC, Industry Institute interaction cell.
- Extracurricular programmes are organised by coordinators of NSS & Cultural Committee. Sports are conducted by Physical Director.
- IQAC receives recommendations from all HoDs regarding all issues for student , faculty development and overall development of the institute.
- The administrative wing is headed by Administrative officer who takes care of Establishments, Accounts, Hostels, Canteen, Transport ,Security & Dispensary.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 6.2.3 Implementation of e-governance in areas of operation

- 1.Planning and Development
- 2.Administration
- 3.Finance and Accounts
- 4.Student Admission and Support
- 5.Examination

A. All 5 of the above

B. Any 4 of the above

C. Any 3 of the above

D. Any 2 of the above

**Response:** A. All 5 of the above



File Description	Document
Screen shots of user interfaces	<a href="#">View Document</a>
ERP Document	<a href="#">View Document</a>
Details of implementation of e-governance in areas of operation Planning and Development, Administration etc	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 6.2.4 Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions

##### Response:

- The administration of the institute constituted 37 Bodies/Cells/Committees with faculty members to devise activities for betterment of students in academics, extra and co-curricular domains and to improve conditions for effective functioning of the institute in various aspects.
- The roles and responsibilities of the committees are well defined. All the committees headed by senior faculty conduct meetings as per prepared schedule in a semester to come out with decisions to be taken, to make proposals and recommendations for approval.
- All resolutions are reviewed in the next meeting for progress and to convert approved decisions into actionable items. Documentation is done in the form of minutes of meetings. The resolutions with due approval from higher authorities are implemented to improve the students and faculty performance.
- Various committees of the institute work effectively under the guidance of Principal and IQAC. Minutes of meetings followed by execution of decisions reflect the systematic and efficient working capacity of these committees.

List of names of committees along with concerned faculty coordinators is given below.

S.No	Name of the committee	Name of the co-ordinator
1	Anti- Ragging Committee	Dr.V.Sudhakar Rao
2	Mentoring and Counseling Committee	Dr.V.Narayana
3	Finance Committee	Dr.G.Naresh
4	Cultural Committee	Mr.A.Sanyasi Rao
5	Disciplinary Committee	Dr.V.Vikram Reddy
6	Examination Committee	Mr.S.Mallikarjun Reddy
7	Boys Hostel Committee	Mr.R.Ranadeer Reddy
8	Girls Hostel Committee	Mrs.B.Sridevi
9	Infrastructure Management Committee	Mr.S.Phaneendra
10	HODs Committee	Dr.V.Vikram Reddy
11	Training and Placement Cell	Mr.A.Sanyasi Rao
12	Career Development Cell	Mr.Ashish Ladda

13	Internal Quality Assurance Cell(IQAC)	Dr.M.Palanisamy
14	Library Committee	Mr. P.Kiran Kumar
15	NSS Cell	Mr.K.Radha Krishna
16	Games and Sports Committee	Mr.N.Suraiah
17	Professional Societies/ Student Chapters	Mrs.Asiya Sulthana
18	Research & Development Cell	Dr.S.Santosh Kumar
19	SC/ST Cell	Dr.A.Arun Kumar
20	Minority Cell	Mr.SK Manjur Ilahi
21	OBC Cell	Mr.B.Jeevan
22	Women Empowerment Cell	Mrs.Asiya Sulthana
23	Grievance Redressal Committee	Ms.B.Mounika
24	Transport Committee	Mr.T.Ranjith Kumar
25	Alumni Committee	Mr.S.Phaneendra
26	News letter and Magazine Committee	Mrs. A.Karunasree
27	In-plant Training/ Industrial Training Committee	Mr.A.Sanyasi Rao
28	Industry Institution Interaction Cell	Dr.P.Arulkumar
29	Soft Skills Training Cell	Dr.V.Sudhakar Rao
30	Canteen Committee	Mr.M.Karthik
31	Technical Club	Mr.P.Kiran Kumar
32	Gym Facilities	Mr. K.Radha Krishna
33	Planning & Development Cell	Dr. R. Mohan Das
34	Entrepreneurship & Development Cell	Dr. G. Naresh
35	Student Affairs and Welfare Committee	Mr. Fasi Ahmed Parvez
36	College Academic Committee	Dr. V. Vikram Reddy
37	Internal Complaint Committee	Mr. M. Sandeep Rao

**Describe one activity:**

- SC/ST Cell is constituted to look after the aspects of underprivileged students belonging to SC/ST community.
- Different methods are discussed to improve the academic skills & linguistic proficiency of students in various subjects.
- Plans are devised to raise their level of comprehension of basic subjects and to provide a stronger foundation for further academic work.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

## 6.3 Faculty Empowerment Strategies

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

#### Response:

- The Institute puts forth all endeavours to support the professional development of its teaching and non-teaching staff which in turn impacts on Teaching Learning system of college.
- Staff members are encouraged to acquire the latest skills by attending orientation and refresher courses. The College regularly conducts Faculty development programs in various domains and state/national/international level seminars and conferences at the institute to enable the faculty get an opportunity to interact with experts from different fields.
- Faculty are facilitated to participate in workshops conducted by the University to familiarize the staff members with any changes in syllabus or new developments in the field of study. They are encouraged to attend seminar and conferences to be abreast of rapid changes in technology and industry expectations. Experts from the industry and academia are called to address the staff.
- The policy for reimbursement of fees paid for such STTP's/Workshops is in place.
- Registration fees and special incentives are given to the faculty members those who publish papers in journals.
- Monetary incentives are provided to staff members who complete their Ph.D. Faculty members are motivated to undertake or supervise Minor and Major research projects.
- Various welfare schemes are provided for the benefit of teaching and non-teaching staff in the institution. The schemes such as ESI and PF are implemented for staff. Vacation leave, medical leave, maternity leave, earn leave are sanctioned to employees as per rules of college.
- Free transport for non-teaching and subsidized rate for teaching staff is offered. The salary is directly credited to the employee's bank account of Andhra Bank, Narsampet Branch.
- Eligible Faculty are sponsored to pursue Masters / Doctoral research and any other higher education with study Leave and monetary benefits.
- Relaxation and recreation is provided to all Faculty through the cultural and sports activities, competitions and tours conducted by staff club.
- During festival times, salaries are credited well in advance and some required amount of money is provided to needy faculty to cover their exigencies.
- All staff are covered with Group insurance scheme.
- The Institute arranges soft-skills training to nonteaching staff and health awareness and body fitness programmes to all through Yoga sessions.

**Other Welfare measures for teaching and non-teaching staff :** The management of Balaji Institute of Technological and Science implements several welfare measures for well being of teaching and non-teaching staff.

- Concession in the college fees for the wards of Employees.
- Advances against salary are given to the needy faculty.

- Staff welfare fund proved useful for staff in critical circumstances.
- The staff rooms are provided with the Wi-Fi facilities.
- Pure drinking water facility is provided.
- Separate rooms are allotted to senior faculty of departments wherever necessary.
- Computer and Internet facilities are made available to teaching and Non – teaching staff.
- CCTV Cameras for security purpose.
- Canteen facility.
- Adequate Space is provided for parking of vehicles.
- Free check up camp for HB, B.P. and Sugar was organized for teaching and non teaching faculty.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 6.3.2 Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

**Response:** 24.57

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

2018-19	2017-18	2016-17	2015-16	2014-15
171	99	05	06	07

File Description	Document
Details of teachers provided with financial support to attend conferences,workshops etc during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

**Response:** 7.8

6.3.3.1 Total number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
18	14	2	1	4

File Description	Document
Reports of Academic Staff College or similar centers	<a href="#">View Document</a>
Details of professional development / administrative training programs organized by the Institution for teaching and non teaching staff	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 6.3.4 Average percentage of teachers attending professional development programs viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Program during the last five years

**Response:** 45.25

6.3.4.1 Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
208	203	63	11	35

File Description	Document
IQAC report summary	<a href="#">View Document</a>
Details of teachers attending professional development programs during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 6.3.5 Institution has Performance Appraisal System for teaching and non-teaching staff

**Response:**

- Performance Appraisal system is one of the essential significant features for providing quality education.
- Performance Appraisal System includes Self Appraisal for both teaching and non-teaching staff.
- Performance of the teaching faculty in professional development activities is evaluated through

their performance against important Academic aspects such as Academic workload for each semester,

- Technical guidance in students' projects, Initiatives and participation in various activities like seminar, workshop, FDP:
- Faculty Paper and Journal publications, Conferences attended, Pursuing higher studies, Consultancy projects, Ongoing and completed Sponsored Research projects, Honors/Awards/medals received, Professional body Memberships, Value added courses, Textbooks authored, Editor/ Journal Reviewer, Resource person, Coordinators at college and department level, Role in university as panel member, Service to institution and any other achievements.
- Contribution towards Learning Resources Development at Institute, innovation in teaching, and efforts for Lab Work/Tutorials and University related work is also taken into account for faculty appraisal.
- Institutional governance responsibilities, Faculty interaction with outside world, Involvement of faculty in Non - academic issues such as NSS & Co-curricular & Extracurricular activities and Association activities are also considered for appraisal of faculty.
- For effective evaluation of the faculty at the institute, the other parameters considered are students' feedback, Mentoring, punctuality, preparation, presentation skills, Management of discipline and control, subject knowledge and Approachability.
- It also involves the reviews and comments of the HOD, team work and contribution to the department, Instruction compliance, Commitment to the Department and Institution, Mentoring ability and Organizational skills in conducting events.
- Assessment of performance of Non-teaching staff is based on the factors such as higher studies, certification programs, workshops attended and training programs participated. At the end of each year, staff is evaluated for their performance. Wherever, there is scope for improvement, it is communicated to the concerned staff through their reporting officers.

**The institute assesses faculty through a well structured appraisal system:**

- At the end of semester, faculty are evaluated for their performance. Faculty submit duly filled in form with relevant documents and evidences to their Reporting officers. Self-appraisal score is further verified and finalized by the Reporting Officer.
- Performance appraisal system is implemented as per the guidelines from UGC. The appraisal report of the faculty is submitted to the Principal through the respective heads of the departments.
- Student feedback is taken on an annual basis and staff members are given a summarized report of the feedback. Staff members meet the Principal along with the HOD and necessary corrective measures are discussed.
- Feedback is taken from the parents during the tutor-mentor meetings through Parents Feedback Form. The feedback is examined and a report is compiled for observation. On the basis of the report suitable changes are made in the College.
- The Faculty appraisal taken periodically gives details of the academic growth of the faculty. The process is designed to foster individual development and identify opportunities for additional support wherever required.

File Description	Document
Any additional information	<a href="#">View Document</a>



## 6.4 Financial Management and Resource Mobilization

### 6.4.1 Institution conducts internal and external financial audits regularly

#### Response:

- Balaji Institute of Technology & Science carries out internal as well as external financial audits regularly. Employees of institute take care of internal audit while external auditors representing an outside audit firm conducts external audit. Internal Auditors submit the audit report to Audit Committee which in turn submits to Management. They involve in designing Institute's systematic approach to evaluate and enhance the effectiveness of financial processes and also develop specific risk management policies. They also ensure that all policies are implemented effectively.
- Internal Audit is performed by officials deputed from the institute periodically and the reports are obtained before the conduct of the external audit after the closure of the accounts in all respects. During the course of internal audit, all required steps are taken to regularize the accounts, to obtain confirmations for the credit balances and to collect documentary evidences wherever required and will look into reconciliation of unit wise balances with the control accounts and banks reconciliations.
- External audit is done by statutory auditors after the financial year. External auditors are independent of our organization. They report to the Institution's shareholders. They provide their experienced opinion on the truthfulness of the Institution's financial statements.
- They observe accounting heads like Fees collected from students, various expenses made, Provident Fund, Profession Tax, TDS, Assets and Liabilities etc. A thorough check and verification of all vouchers of the transactions is carried out in each financial year. The observations given by the auditors are duly complied with.
- Based on the consolidated reports, our Institution submits the annual returns every year to Income tax authorities and the other relevant authorities concerned.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 6.4.2 Funds / Grants received from non-government bodies, individuals, Philanthropists during the last five years (not covered in Criterion III) (INR in Lakhs)

Response: 0

6.4.2.1 Total Grants received from non-government bodies, individuals, philanthropists year-wise during the last five years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
0.00	0.00	0.00	0.00	0.00

File Description	Document
Details of Funds / Grants received from non-government bodies during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

#### Response:

#### Institutional strategies for mobilisation of funds:

- Admissions are made as per Telangana Government Higher Education norms.
- Fees amount is collected from each student as per the norms laid by the Fees Fixation Committee of State Government.
- The amount towards fee collection is deposited in Public sector banks as short term fixed deposits. The amount of fees and the interest earned from the deposits are utilised for the development of the college and recurring expenses like salaries, electricity maintenance, vehicle fuel, infrastructural maintenance etc.
- Alumni association fund is also utilized towards recurring expenses.
- Institute has applied for grants from AICTE, DST, and other organizations under MODROBS, to purchase the latest laboratory equipment, updated version of the software and others.
- Grants and sponsorships received from various organizations including Professional Bodies to conduct Symposiums, Seminars, National and International Conferences and other similar activities.
- The innovation activities like students' project work and research activities of students and faculty are supported by Institute. Institute also supports for Green infrastructure development in the college atmosphere and for waste management activities.
- The College also gets various sponsorships from industries, private firms, and individuals for the development of laboratories and library in the form of models, equipment, books etc.
- The college is functioning under Maheshwara Educational Society. The Corpus fund of the Society is also allocated to the college.

#### Optimal utilization of resources:

- An annual budget is prepared to ensure optimal utilization of financial resources, based on the estimates received from the departments and functional units of the Institute and reviewed by the finance committee.
- The allocated funds are utilized to pay teaching and non-teaching staff salaries, purchase lab equipment, consumables, library books, journals, printing and stationery, advertisement expenses, telephone charges, interest to parties, general insurance, news paper, audit fee, processing fee for AICTE, incentives to staff, administrative charges, JNTU ratification fee, Grama panchayat tax, postage and courier, exam remuneration,
- The finance committee reviews the utilization of resources and audit the income and expenditure.



They make recommendations for better handling of resources and effective mobilization of funds to the administration and management.

- For the smooth working of our institute, various committees have been constituted.
- Each committee studies its own field and analysis the requirements and then forwards it to the analysis committee with expected expenditure and planning.
- Planning and analysis committee look into these requirements minutely and then add the future aspects and planning, forward it to the finance committee for clear opinion.
- A healthy mind resides in healthy body, for these various programs like sports, yoga, personality development and other activities are organized and the finance committee spent some of the income on this.
- Funds are utilized towards green infrastructure development and waste management activities in the college and for payment of electricity, water, internet, website maintenance and telephone bills.
- Funds are also allocated and utilized for social service activities as a part of social responsibility.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

## 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

#### Response:

IQAC, which plans and monitors academic excellence was started in 2012 and has been functioning to fosters various of activities to make everyone aware of quality assurance strategies and processes.

For every course, comprehensive plan comprising module wise planning of lectures and practicals / tutorials, list of books and assignments, beyond syllabus activities, study materials etc. is prepared by faculty. As per the suggestions by IQAC, the plan is further streamlined and strengthened every year with incremental improvements by incorporating required components.

The initiatives which have contributed significantly for quality improvements in the institution are furnished below:

- The institution envisages progressive development.
- The institution intends to be a learning organization
- The institution through its IQAC makes rigorous and continuous efforts to study, analyze and improvise every strategy, activity, process and procedure in all the domains of the institutional activity with a view to achieve, sustain and enhance quality with a aim to achieve excellence.
- Continuous feedback, Academic Audit, Feedback from alumni, industry, parents, students, experts and the community helps it to establish quality culture.
- The quality is maintained at every stage be it academics, administration, infrastructure etc.

**IQAC shall evolve mechanisms and procedures for**

- Ensuring timely, efficient and progressive performance of academic, administrative and financial tasks.
- The relevance and quality of academic and research programmes.
- Equitable access to and affordability of academic programmes for various sections of society.
- Optimization and integration of modern methods of teaching and learning.
- The credibility of evaluation procedures.
- Sharing of research findings and networking with other institutions.

**Functions:**

- Development and application of quality parameters for various academic and administrative activities of the institution.
- Facilitating a learner-centric environment conducive to quality education and enabling faculty get maturity to adopt the required knowledge and technology for participatory teaching and learning process.
- Arrangement for feedback response from students, parents and other stakeholders on quality-related institutional processes.
- Dissemination of information on various quality parameters of higher education.
- Organization of inter and intra institutional workshops, seminars on quality related themes and promotion of quality circles.
- Documentation of the various programmes/activities leading to quality improvement.
- Acting as a nodal agency of the Institution for coordinating quality-related activities, including adoption and dissemination of best practices.
- Development and maintenance of institutional database through college website for the purpose of maintaining and enhancing the institutional quality.
- Development of Quality Culture in the institution.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

**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****Response:**

The Institution has an integrated documented quality management system that covers the various activities of the institution including academic and administrative activities. The quality management system is rolled out by IQAC cell to ensure quality in all the activities. The members of IQAC are provided with orientation on the quality management system and the implementation of the same is monitored through periodic review and audits. The areas for improvement as identified in review meetings and audits are tracked with corrective action plans. Following are the committees and their responsibilities,

**Department Advisory Committee (DAC)**

IQAC has the constituted Department Advisory Committee for each branch of Engineering. The Committee Consists of Head of the Department, Senior Faculty Member in the Department, Alumni and Expert from Industry and Academician.

**Roles and Responsibilities:**

- Formation of Vision and Mission of the department.
- Formation of Program Educational Objectives, Program Outcomes, Program Specific Outcomes.
- Formation of Department Academic Schedule for every semester.
- Analyzing the attainment levels by direct and indirect assessment tools.
- Analysis of Progress of the Department and suggestions for further improvements.
- Internal Academic Audit Committee (IAAC)
- IAAC consists of senior faculty members who are well versed in the subject.

**Following procedures are followed to achieve continuous improvement in the Academics:**

- Faculty of each Course prepares a detailed Lesson plan at the beginning of the semester, according to the syllabus framed by the JNT University, Hyderabad for the effective completion of the syllabus.
- Each faculty maintains lecture schedule in attendance register to track the syllabus coverage and to record the students' attendance. Attendance Registers are verified and attested by the HOD and Principal every month.
- Academic calendar is prepared during the commencement of the academic year in which the dates for the Unit tests, Model exam and internal assessments are prepared and properly scheduled.
- Attendance of the students is monitored keenly and students falling short of required attendance percentage are informed and their parents are alerted of their wards attendance immediately.
- Classes are arranged for weak students after working hours to improve their conceptual understanding.
- Class committee meetings are held periodically to identify the difficulties of Teaching learning process and to rectify immediately.
- The output of these actions are measured using different parameters such as pass percentage in the University exam, Number of students placed, Number of students opting for Higher studies, Number of students clearing competitive examinations etc.,
- Internal Academic Audits are conducted periodically by the Internal Academic Audit team to ensure the follow up of the system and schedule by every department.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

**6.5.3 Average number of quality initiatives by IQAC for promoting quality culture per year**

**Response: 6.6**

## 6.5.3.1 Number of quality initiatives by IQAC for promoting quality year-wise for the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
15	13	2	1	2

File Description	Document
Number of quality initiatives by IQAC per year for promoting quality culture	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
IQAC link	<a href="#">View Document</a>

## 6.5.4 Quality assurance initiatives of the institution include:

1. Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements
2. Academic Administrative Audit (AAA) and initiation of follow up action
3. Participation in NIRF
4. ISO Certification
5. NBA or any other quality audit

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

**Response:** A. Any 4 of the above

File Description	Document
e-copies of the accreditations and certifications	<a href="#">View Document</a>
Details of Quality assurance initiatives of the institution	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Annual reports of institution	<a href="#">View Document</a>

### 6.5.5 Incremental improvements made during the preceding five years (*in case of first cycle*) Post accreditation quality initiatives (*second and subsequent cycles*)

#### Response:

To enhance the quality in academic and administrative domains, various IQAC initiatives are implemented incrementally so as to keep in pace with the expectations of stakeholders like students, industry and society. Few are mentioned below:

Improvement in the following Parameters during last 5 years				
Parameters	2018-19	2017-18	2016-17	2015-16
Placements	282	151	99	37
Higher Education	31	17	3	13
No. of Faculty with Ph.D	53	49	18	8
No. of Students Admitted	664	606	656	470
Percentage of Students Passed in Final Year	75	55	85	74
E-Governance	Yes	Yes	Yes	Yes

#### 2018-19

- The institute has applied for NBA Accreditation for Under Graduate Programmes of Mechanical Engineering, Civil Engineering, Electronics and Communication Engineering, Electrical and Electronics Engineering & Computer Science and Engineering. NBA inspection is completed. Results are awaited.
- In view of improvements done in all domains, it is proposed to prepare for betterment of NAAC grade and to apply for Autonomous Status in future.
- It is planned to Conduct of International Conference on specific theme of subject from any one of the department. The department has to take the initiative to organize the conference and make necessary arrangements.
- Lot of emphasis is given to research and innovative work by faculty. There is an increment of publications by faculty in National & International Research Journals. Faculty have published papers in their relevant core subjects and inter disciplinary subjects.
- Assistance for improving employability including entrepreneur training and specialized skill training was provided to students. Due to such continuous efforts, 282 students of all departments were placed in various reputed companies.
- To bridge gap between Industry and Academia, Students were encouraged to join online certification courses of MOOC/NPTEL as suggested by IQAC and to participate in various competitions / conferences for the betterment of student's performance. 28 faculty members could complete all the requirements of NPTEL courses and got online certifications.
- Remedial classes for slow learners, communication Skills classes in English Language lab and Aptitude and soft skills development training by Training & Placement cell have been provided for students in 2018-19 in addition to maintenance of continuous mentoring once in fortnight for progress of students. A well equipped communication Skills lab with state of art facilities is provided to enhance the communication ability of the students.
- In 2018-19, Merit Scholarships are awarded to students who excel in their academics by securing

top CGPA in branch level and college level and their examination fee of the JNTUH Semester examinations has been paid by college.

- Digital library established in the institution for Modernization and computerization of library facilitates to fulfill the requirements of research and consultancy works, services to community and industry.
- A phase of developmental initiatives includes Computerization of important documents, Stores and Inventory, data of Library, Examination, Accounts, Admissions, Staff attendance, payrolls and leaves.

### 2017-18

- The institute has applied for ISO certification and got after due varification
- The NAAC committee visited and inspected the institute. Consequently The institute is Accredited by NAAC .
- Encouraged by sanctioning of Accreditation by NAAC, the institute has resolved to apply for NBA Accreditation UG Programmes i.e, Mechanical Engineering, Civil Engineering, Electronics and Communication Engineering, Electrical and Electronics Engineering & Computer Science and Engineering. Necessary infrastructure and activities are developed.
- As per proposals made by department of Electrical and Electronics Engineering, Balaji Institute of Technology and Science in collaboration with IFERP-18 has conducted the International Conference on Emerging Trends in Engineering, Science and Technologies(ICETEST-18) on 16th and 17th February .
- BITS has signed MoUs with Industries for internships,workshops and placement training.
- Specialized skill training was provided to students for campus placements. Our endeavour resulted in placement of 151 students of all departments in different companies.
- Two faculty members have undertaken NPTEL courses and got online certifications.
- As a result of properly planning and implementing Curricula, maintaining Regularity of academic sessions ,Class tests and assignments on schedule, our college students secured good marks in the final semester examination.
- Grievance redressing and academic/personal counselling mechanisms are effectively maintained

### 2016-17

- The institute is planning to apply for ISO Certification.
- Due to continuous efforts and strategic plan our students secured good results compared to previous years.
- Identification of employment opportunities for graduates through interaction with apex industry organizations is done to conduct placement activities in our campus. Training and placement cell has provided effective Placement Assistance. As a result, 99 students were placed from all departments in renowned industries.
- It is decided by the governing body to apply for NAAC Accreditation.
- Involving institutions on sole or collaborative basis in R&D activities, and Utilizing institutional resources (manpower and physical) for Industrial manpower training.
- Institute got required support from industry for training faculty and students.

### 2015-16

- For improving employability including entrepreneurial training, specialized skill training

programmes are held.37 students were selected in campus placements.

- In the Academic yeas 2015-16, the focus was on up gradation of competence in knowledge and skills for better Teaching at UG/PG Levels, Use of innovative instructional methods, Designing and developing learning resources, Managing systemic reforms like institutional autonomy, interaction with industry and community, developing appropriate cost recovery systems, Improving utilization of institutional resources.

## 2014-15

- It is decided to implement Outcome based education in the institute.
- In view to develop institute in all domains, it is proposed to obtain ISO certification & NAAC Accreditation.
- Creating a culture of introducing innovations in teaching-learning process, Strengthening and removal of obsolescence of laboratories & workshop equipment, Networking to enhance functioning capacity, Improving quality and promoting excellence, Improving interface with industry, Recruiting faculty and staff for academic & administrative support in institution and efforts for gaining self-sustenance are monitored effectively for the growth of institution..
- The institute has materialized efforts to improve interface with industry.

File Description	Document
Any additional information	<a href="#">View Document</a>



## Criterion 7 - Institutional Values and Best Practices

### 7.1 Institutional Values and Social Responsibilities

#### 7.1.1 Number of gender equity promotion programs organized by the institution during the last five years

**Response:** 25

##### 7.1.1.1 Number of gender equity promotion programs organized by the institution year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
11	10	02	01	01

File Description	Document
Report of the event	<a href="#">View Document</a>
List of gender equity promotion programs organized by the institution	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 7.1.2

##### 1. Institution shows gender sensitivity in providing facilities such as:

1. Safety and Security
2. Counselling
3. Common Room

**Response:**

##### Gender sensitivity on campus

##### 1. Safety and Security:

Our college aims to maintain a gender equity and Social equity in imparting education. There are quite a good number of female students and faculty. We create awareness among students about the gender imbalance in society and professional arenas for reasons of safety and security.

Being a co-educational Institute, safety and security of everyone on the campus is ensured. As gender equity is a way of life, Institute encourages girls and boys to participate together in academic, cultural, sports and social activities. Various activities are organized to sensitize and promote gender equity among students and staff by the Women Empowerment cell.



Campus security arrangements ensure that the following precautions are taken:

- Women Empowerment Cell, Anti Ragging Committee, Grievance Appeals and Redressal Committee are constituted. Suggestion boxes are also placed and grievances, if any, are addressed. College ensures that there are absolutely no instances of ragging or sexual harassment on the campus.
- Faculty accompany the students when they are deputed to attend off campus programmes like competitions, cultural activities etc.
- It is mandatory that few staff members to accompany the students on their industrial visit.
- Well-trained security guards are deployed at key locations.
- All visitors are carefully screened and permitted to enter the campus only after strict entry procedure.
- It is mandatory for every one to wear Identity cards on the campus.
- High end CCTV cameras are installed at prominent locations as well as in most classrooms.
- First Aid boxes are made available at various locations.
- Fire extinguishers and water hydrants are arranged

## **2.Counselling:**

- Institute has a strong mentor system for the students to take care of the academic, emotional, social and cognitive development of the students.
- Personal Counseling is provided to the students at different level such as Mentor incharge, Head of the Department, Principal, Grievance Redressal Cell, Visiting Doctors and Wardens.

Mentoring system comprises the following aspects:

- The Mentor meets their wards in a time-bound manner, analyses their academic, personal issues and addresses their problems.
- The students inform their difficulties to their faculty in-charge or mentor and the required solution is sought in the form of counseling, remedial classes, Meditation and Yoga, Financial aid etc.,
- In specific cases, the parents are called and counseling is provided to them also.
- The academic performance is monitored and remedial coaching is provided for the slow learners.
- Heads of the Departments are informed and they extend their help and support to the students through counseling.
- There is also a provision for girls to share their concerns confidentially within and beyond the classroom with female faculty and the counsellor.

## **3.Common Room**

- When Female faculty and girl students have break between lectures, they find relaxation in the Common Room provided separately for faculty and students.
- There are separate wash rooms for boys, girls and staff.
- Common room contains all the facilities for taking rest when the faculty / Students are sick. These rooms are also used to refresh during cultural events or other occasions.

File Description	Document
Any additional information	<a href="#">View Document</a>

### 7.1.3 Alternate Energy initiatives such as:

#### 1. Percentage of annual power requirement of the Institution met by the renewable energy sources

**Response:** 51.32

#### 7.1.3.1 Annual power requirement met by the renewable energy sources (in KWH)

Response: 163002

#### 7.1.3.2 Total annual power requirement (in KWH)

Response: 317638

File Description	Document
Details of power requirement of the Institution met by renewable energy sources	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 7.1.4 Percentage of annual lighting power requirements met through LED bulbs

**Response:** 25.8

#### 7.1.4.1 Annual lighting power requirement met through LED bulbs (in KWH)

Response: 19884

#### 7.1.4.2 Annual lighting power requirement (in KWH)

Response: 77076

File Description	Document
Details of lighting power requirements met through LED bulbs	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 7.1.5 Waste Management steps including:

- Solid waste management
- Liquid waste management

- **E-waste management**

**Response:****Waste Management steps at Campus:**

Balaji Institute of Technology & Science (BITS) believes in “Let’s go green and keep our campus clean”. BITS have very less impact on the environment as the institute is very conscious of generating less waste and recycling. It has a system that enables the used material to be reused ensuring that less natural resources are consumed. Environment of renewable energy, Rain water harvesting, , No smoking zone, waste management system etc have been implemented. Environmental consciousness is embodied in the heart of the college by tree plantations in the name of “Haritha Haram” from which is the predominant motive of the management to maintain the pristine purity and beauty of the college and congenial atmosphere for the academic and non-academic pursuits.

**Solid Waste Management:**

The waste generated in the campus includes wrappers, glass, metals, paper, plastics, etc. Old newspapers, used paper, workshop scrap etc. are given for recycling to external agencies. Solid waste will be collected through Tractors from the college regularly. Glass, metals, plastic and other non-biodegradable wastes are given to external agencies where they are disposed/ recycled according to the nature of the waste. Notices are displayed in campus to refrain from use of plastic and monitored for all such usage and an attempt is made to completely eradicate any form of plastic on campus. Landfills decompose systematically over a period of time to be used as manure for the gardens in the institute.

**Liquid Waste Management**

The liquid wastes generated in the campus include Sewage, Laboratory, Laundry, hostel and canteen effluent waste. Recycled water is used for watering the gardens and lawns maintained in the campus. The sludge settled in the STP is recycled in drying beds and used as manure for the gardens. Therefore, the entire waste water generated in the campus is treated. Laboratory waste water does not contain hazardous chemicals and periodical monitoring is done by the maintenance staff.

**E - Waste Management**

Electronic goods are put to optimum use; the minor repairs are set right by the Laboratory assistants and teaching staff. Major repairs are handled by the Technical Assistant and are reused. The electronic equipment that needs to be disposed is stored and then handed over to the vendors. UPS Batteries are recharged / repaired / exchanged by the suppliers.

Regular maintenance by technical staff and reutilization of spare parts of discarded electronic devices is a common practice. In this, the electronic and electrical instruments under repair are given to the students during the lab sessions to demonstrate which helps application oriented learning.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 7.1.6 Rain water harvesting structures and utilization in the campus

#### Response:

- The Main reason for considering rainwater harvesting system established in our campus is that rainwater harvesting allows controlling the water supply allowing self-sufficiency and water conservation.
- Rainwater is a free and relatively clean source of water. The rainwater-harvesting facility has been implemented in all academic buildings of the campus, which results in raising the groundwater table and has saved a significant amount of water expenses.
- Rainwater collected from the buildings is channelized into pits located inside the campus. Also, the runoff water collected on the roads is drained and conveyed to the pits.
- BITS has taken sustainable initiative towards conserving water through a wide expanse of well-maintained green landscape which has been deliberately included on the campus to keep the ground porous so that rainwater can be collected through natural means to recharge the water table. It helps in improving the quality and increasing the level of ground water. It also helps in improving the overall floral system and reduces the loss of top layer of the soil. Rainwater harvesting practices at BITS include water table recharging. Water conservation measures are in place at the Institute. BITS gets water from ground water well. Looking at the current requirement of water and water table of BITS, the Institute is well-equipped with adequate water resources.
- The water is used for drinking and cafeteria. Waste water generated by wash rooms, regular cleaning and mopping and canteen waste water is collected and is used for the entire landscaping needs of BITS.
- BITS has a good practice of harvesting this rainwater in a pond through soak pits arranged in different places during rainy season and uses it throughout the year. Using this harnessed water, we grow various trees, and plants. Apart from this, we grow vegetables on the campus itself and these vegetables are used in the various hostels of the college. This water is also used to maintain a green and healthy garden with lawn and other beautiful flowers. Rain water harvesting system ensured that both of our bore wells are always kept recharged and hence the campus has not felt scarcity of water for many years.
- BITS emphasizes on water conservation, use of push taps to reduce water wastage, use of recycled water and ground water. These efforts have resulted in lesser usage of the water supply. Students and staff are sensitized on contributing towards the importance of water conservation and reducing water wastage through relevant talks and circulars.
- Rainwater Harvesting also helps in reducing runoffs and solving drainage problems while giving unrestricted access to free and clean water.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 7.1.7 Green Practices

- **Students, staff using**
  - a) **Bicycles**
  - b) **Public Transport**
  - c) **Pedestrian friendly roads**
- **Plastic-free campus**
- **Paperless office**
- **Green landscaping with trees and plants**

#### Response:

The campus is beautifully landscaped in a lush green stretch of land and is free from air and noise pollution.

Some guidelines are provided to the students, faculty in the campus regarding conservation of the environment & saving energy. Rule of Turning off the computers when not in use & Turning off all the electrical equipments before leaving the class room / Labs / Campus, is adopted to save energy. Solar water heaters are used in the hostels.

#### Green practices on campus

Institute's primary concern is about green practices for sustainable environment and about inculcating empathy towards environment among its students and staff. BITS has implemented green practices by using less quantity of paper, resultant effect of digitization of academic and administrative processes, and effective waste management. Students are sensitized about green practices during their orientation programmes, Environmental Studies class, poster competitions, practical assignments, visits to ecology centres, and celebrations like World Water Day, Environmental Day, Swachh Bharat Abhiyan etc.

The institute pays much attention on Green practices.

#### 1. Students, Staff using:

**a) Bicycles:** Some students and staff commute on bicycles to promote environment friendly and healthy commuting habits amongst students residing nearby. Students residing in the neighborhood reach the college by walk or use bicycles.

**b) Public Transport:** Maximum students and staff use public bus services. Some faculty use car-pooling and save fuel, and contribute towards reducing carbon emissions and conserve energy.

**c) Pedestrian friendly roads:** BITS has put special efforts towards the construction and maintenance of the internal roads for pollution free campus.

**d) Parking** : Parking place for Vehicles -Students and Staffs are advised to park their vehicles in the parking space provided – not entertained on the roads in the campus

## 2. Plastic free campus:

### Following aspects are implemented:

- A 'No Plastic' Awareness Campaign was conducted by NSS at BITS to share the hazards of indiscriminate use of plastic. Being conscious towards the environment, Institute instructs students to minimize the use of plastic.
- Awareness programme about environment pollution and how to protect environment is conducted by students to the public.
- NSS students monitor the dining hall, wash area, canteen and other common places to keep a watch on use of plastics.
- Students are advised to use paper plates, jute materials etc..
- Plastic bags are banned in the college campus
- Hazardous waste are identified and disposed appropriately.

## 3. Paperless office:

BITS fully supports the Government of India's Digital India programme, which aims to transform India into a digitally empowered society and knowledge economy. BITS believes in going digital in every possible way and reduces use of papers in most of the academic and administrative processes.

## 4. Green landscaping with trees and plants:

- Eco-landscaping is designed and maintained in such a manner that it saves time, money, and energy. It contributes to reducing air, soil and water pollution. Trees are pruned, watered and appropriate care is taken for the maintenance.
- Rain Water Harvesting system is in place.
- NSS wing undertakes all possible activities relating to the environmental consciousness.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 7.1.8 Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years

**Response:** 0.3

7.1.8.1 Total expenditure on green initiatives and waste management excluding salary component year-wise during the last five years(INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
1.19354	1.12777	1.1	1	0.95

File Description	Document
Green audit report	<a href="#">View Document</a>
Details of expenditure on green initiatives and waste management during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**7.1.9 Differently abled (Divyangjan) Friendliness Resources available in the institution:**

1. Physical facilities
2. Provision for lift
3. Ramp / Rails
4. Braille Software/facilities
5. Rest Rooms
6. Scribes for examination
7. Special skill development for differently abled students
8. Any other similar facility (Specify)

**A. 7 and more of the above****B. At least 6 of the above****C. At least 4 of the above****D. At least 2 of the above****Response:** A. 7 and more of the above

File Description	Document
Resources available in the institution for Divyangjan	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
link to photos and videos of facilities for Divyangjan	<a href="#">View Document</a>

#### 7.1.10 Number of Specific initiatives to address locational advantages and disadvantages during the last five years

**Response:** 27

7.1.10.1 Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
10	09	03	04	01

File Description	Document
Number of Specific initiatives to address locational advantages and disadvantages	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 7.1.11 Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)

**Response:** 24

7.1.11.1 Number of initiatives taken to engage with and contribute to local community year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
10	09	02	02	01



File Description	Document
Report of the event	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

<b>7.1.12</b> <b>Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal /Officials and support staff</b>	
<b>Response: Yes</b>	
File Description	Document
Any additional information	<a href="#">View Document</a>
URL to Handbook on code of conduct for students and teachers , manuals and brochures on human values and professional ethics	<a href="#">View Document</a>

<b>7.1.13 Display of core values in the institution and on its website</b>	
<b>Response: Yes</b>	
File Description	Document
Any additional information	<a href="#">View Document</a>
Provide URL of website that displays core values	<a href="#">View Document</a>

<b>7.1.14 The institution plans and organizes appropriate activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens and other constitutional obligations</b>	
<b>Response: Yes</b>	
File Description	Document
Details of activities organized to increase consciousness about national identities and symbols	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

<b>7.1.15 The institution offers a course on Human Values and professional ethics</b>	
<b>Response: Yes</b>	

File Description	Document
Any additional information	<a href="#">View Document</a>
Provide link to Courses on Human Values and professional ethics on Institutional website	<a href="#">View Document</a>

**7.1.16 The institution functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions**

**Response:** Yes

File Description	Document
Any additional information	<a href="#">View Document</a>
Provide URL of supporting documents to prove institution functions as per professional code	<a href="#">View Document</a>

**7.1.17 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years**

**Response:** 22

7.1.17.1 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
7	6	4	3	2

File Description	Document
List of activities conducted for promotion of universal values	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**7.1.18 Institution organizes national festivals and birth / death anniversaries of the great Indian personalities**

**Response:**

National festivals such as Gandhi Jayanti, Independence Day and Republic Day are celebrated at BITS. The institute commemorates the birth anniversaries of great personalities and offers tributes to them. Through digital projection, the remarkable work of eminent personalities is showcased.

**1.Republic Day:** Students and staff assemble every year on 26 January to enthusiastically celebrate the occasion of Republic Day and attend flag hoisting and recite National Anthem. Special talks are arranged on various topics of national interest, Indian Constitution and on Fundamental Duties and Rights. Patriotic songs are sung. Students exhibit their talents through dances and songs. Prizes to the winners of Extracurricular, co-curricular competitions & sports events are distributed to students.

**2. Independence Day:** Independence Day ceremony is celebrated every 15 August in front of administrative block in BITS with garlanding of Mahatma Gandhi's portrait and hoisting tri colour National flag in the morning. Inspirational speeches are given by higher authorities to inculcate national integrity and patriotism among students. Thematic Cultural programs are conducted to promote unity and harmony. The ceremony ends with the distribution of snacks and sweets etc.

**3.Gandhi Jayanti:** Gandhi Jayanti is celebrated every 2nd October in BITS in remembrance of Mahatma Gandhi. Faculty and students remember his philosophy, principles and his role in bringing independence to India.

**4. Engineers' Day :** BITS celebrates Engineers' Day on 15th September every year as a tribute to the greatest Indian Engineer, Bharat Ratna Mokshagundam Visvesvaraya.

**5.Teachers' Day:** Teachers' Day is celebrated on 5th September to commemorate the birth anniversary of Dr. Sarvepalli Radhakrishnan, a great teacher, great scholar, philosopher and Bharat Ratna recipient, first vice president and second president of India.

Students celebrate Teachers' Day in their own way by wishing & greeting the teachers, by offering flowers and paying tributes to teachers on this day. Programmes are organized by students.

**6.Regional Festivals:** Regional festivals like Bathukamma, Bonalu, Sankranthi and Ugadi are celebrated to enable present generation students keep in touch with customs and traditions. Relevant programmes are organized in the college.

File Description	Document
Any additional information	<a href="#">View Document</a>

### 7.1.19 The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions

#### Response:

Management of BITS believes that character-building is an important step towards Nation-Building. We have a well-defined set of procedures for maintaining transparency in all its financial, academic and administrative activities.

### **1. Financial Transparency:**

- All payments, registrations are routed through the Accounts Department with proper documentation and receipts.
- Fees collection and receipt generation happens through the Accounts Department. Students and parents are given the clear breakup of fees at the time of admissions and through parent teacher meetings.
- Students availing educational loans are provided with bonafide and the fee details on the college Letterhead'
- Apart from the tuition fees, a system generated fee receipt is also provided for the University exam fees.
- Salary payment is through bank credit .Income tax is deducted at source, PPF amount is credited.
- Audited statements are available with the institute.

### **2. Academic Transparency:**

- The academic calendar is given at the beginning of every academic year and academic schedule prepared in line with JNTUH is given at the beginning of every semester during orientation programme.
- Lesson Plan is prepared based on the academic schedule and circulated to all.
- Course Delivery Plan is prepared by the course coordinator before the semester beginning.
- All the internal tests are controlled by the centralized exam cell. Question papers are prepared with answer key and submitted to the exam cell.
- The internal test answers scripts are given to the students by the respective faculty member with due academic advice to improve their performance.
- Students can also give their feedback and concerns to the mentors and online feedback is obtained twice a semester for continuous improvement.
- Performance of all the students is updated to their parents regularly through SMS.
- Marks are also available online and can be seen via OnEdu software and a separate login is given to every student.
- Decisions are taken by the Principal on discussion with the HoDs and other executives. Regular meetings of the Heads are conducted and Minutes of Meetings are circulated to all faculty members

### **3. Administrative Transparency:**

- The information pertaining to administration, rules, and code of conduct are available in policy Document for the faculty and the same is informed to students in the orientation programme.
- Any administrative information is communicated to students through noticeboards and classroom circulars.
- A general staff meeting is organized at the beginning of every semester to disseminate the academic schedule and also any change in policy.
- Service rules and various policies like conference sponsorship, Group insurance and various other benefits that can be availed by the faculty are communicated in orientation meeting held for all staff before commencement of semester.

### **4. Auxiliary Transparency:**

- Statutory Committees like Anti-Ragging Committee, College Committees are functioning as per

the UGC directives.

- All research grant proposals, guest lectures, academic and nonacademic programmes are channeled through proper hierarchy of Heads of the Department, Chief Academic Officer, Principal and Chairman. Standard Operating Procedures are designed and disseminated for all academic and administrative committees.

File Description	Document
Any additional information	<a href="#">View Document</a>

## 7.2 Best Practices

### 7.2.1 Describe at least two institutional best practices (as per NAAC Format)

**Response:**

#### Best Practice – 1

##### 1. Title of the Practice: Bridging the gap between industry and institution

**2. Objective of the Practice:** To involve the students in practical learning to get real-time industrial experience and acquired knowledge from industry interactions with R&D and through the assignments more interesting.

Execution of MOU (Memorandum of Understanding) at our institution : MOU's with various organizations will be helpful to bridge the gap between academic and industry.

Some MoU's are listed below:

- With the support of "CISCO" as Certification partner conducted training programs in our college. Students have actively participated and also got certified.
- With the support of "TASK" as skill development partner, many seminars and workshops for students are successfully conducted.
- With the support of "SWECHA" a non profitable organization as a partner works towards enlightening the masses with the essence of Free Software and to liberate knowledge to the students. Swecha conducted different workshops and seminars.

**Internship program:** Students of different branches attend various internship programs conducted by different companies for a period of 30-45 days during summer. This will help them to understand the requirement of industry and will be helpful to enhance their technical skills. Student can also be placed in the same company, if they excel during this internship program

**3. The Context:** To make a student ready to fulfill the requirement of the industry.

**4. The Practice:** Institute followed method of project-based assignments.

**Project Based Learning:** The institution has implemented this method for Mini projects related to subjects which was given to students as a part of the assignment. Students are encouraged to do the projects with the guidance of faculty on their own

**5.Evidence of Success:** Under R&D cell one of the project named “Portable Facial recognition attendance device “has been selected in the IIT Bombay Innovation Cell for program UREKA-2019 and got 14th place among 10858 projects.

Portable Facial recognition attendance device: Now a day’s human authentication is very important issue in all public and private organizations. In all traditional software authentications like thumb authentication, iris authentications are limited and can take more processing time for authentication. In ordered to avoid we designed a new image processing application for human facial recognitions. And also can record human existence without human interaction. This new device can hold 50000 faces and can recognize 35 faces simultaneously.

#### **6. Problems Encountered and Resources Required:**

- Our college follows the curriculum prescribed by the university which is completely different from the industry requirement, to fulfill this gap lot of efforts is required.
- More effort is required to train the students according to the needs of the industry.

#### **Best Practice – 2**

##### **1.Title of the Pracice: Fusion of “Student-centric “Pedagogy to achieve Graduate Attributes**

##### **2.Objectives of the Practice:**

- Develop “Learner– Centric Environment”.
- Knowledge and Process Skills development through “Course-Based Projects”.
- Enhance usage of “ICT in Teaching-Learning Process”.
- Achieving “Graduate Attributes’ by all students.

**3.The Context:** A fusion of several pedagogical - Learner-centric methods meets the needs of such diversity in various dimensions in our institution.

**4.The Practice:** Student centered teaching shifts the focus from the teacher to the student. It encourages active participation on the part of the students and requires that they monitor their own thinking. One of the feature of learner-centric pedagogy is Outcome Based Education.

**Outcome-Based Education (OBE)** is a student-centric teaching and learning methodology in which the course delivery, assessment are planned to achieve stated objectives and outcomes. It focuses on measuring student performance i.e. outcomes at different levels.

##### **Graduate Attributes in Outcome Based Education**

- **Engineering knowledge:** Apply the knowledge of mathematics, science, engineering fundamentals, and an engineering specialization for the solution of complex engineering problems.
- **(Problem analysis:** Identify, formulate, research literature, and analyse complex engineering

problems reaching substantiated conclusions using first principles of mathematics, natural sciences, and engineering sciences.

- **Design/development of solutions:** Design solutions for complex engineering problems and design system components or processes that meet the specified needs with appropriate consideration for public health and safety, and cultural, societal, and environmental considerations.
- **Conduct investigations of complex problems:** The problems:that cannot be solved by straightforward application of knowledge, theories and techniques applicable to the engineering discipline.that may not have a unique solution. For example, a design problem can be solved in many ways and lead to multiple possible solutions.that require consideration of appropriate constraints/requirements not explicitly given in the problem statement. (like: cost, power requirement, durability, product life, etc.).which need to be defined (modeled) within appropriate mathematical framework.that often require use of modern computational concepts and tools.
- **Modern tool usage:** Create, select, and apply appropriate techniques, resources, and modern engineering and IT tools, including prediction and modeling to complex engineering activities, with an understanding of the limitations
- **The engineer and society:** Apply reasoning informed by the contextual knowledge to assess societal, health, safety, legal, and cultural issues and the consequent responsibilities relevant to the professional engineering practice
- **Environment and sustainability:** Understand the impact of the professional engineering solutions in societal and environmental contexts, and demonstrate the knowledge of, and need for sustainable development.
- **Ethics:** Apply ethical principles and commit to professional ethics and responsibilities and norms of the engineering practice.
- **Individual and team work:** Function effectively as an individual, and as a member or leader in diverse teams, and in multidisciplinary settings.
- **Communication:** Communicate effectively on complex engineering activities with the engineering community and with t h e society at large, such as, being able to comprehend and write effective reports and design documentation, make effective presentations, and give and receive clear instructions.
- **Project management and finance:** Demonstrate knowledge and understanding of the engineering and management principles and apply these to one's own work, as a member and leader in a team, to manage projects and in multidisciplinary environments.
- **Life-long learning:** Recognize the need for, and have the preparation and ability to engage in independent and life-long learning in the broadest context of technological change

## 5. Evidence of Success:

- The interactive learning enhanced the team spirit, learning capabilities and soft skills making them socially responsible.
- Students and faculty proactive involvement Course projects are a part of research projects to register for Patent publications

This could be possible by means of innovative projects and one of the example is given below.

### Smart Class Switching

The Internet of Things is comprised of a variety of wireless technologies and standards each offering unique connected lighting solutions. A connected lighting application in a smart home uses a connected

light operating. This Project can give Smart interaction with class appliances through Wi-Fi and it can allow mobile app based switching to students.

#### 6.Problems Encountered and Resources Required:

- Learning styles creating a challenge to the classroom deliverables for the student fraternity.
- Adaptation of ICT teaching methodologies is always a big task.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 7.3 Institutional Distinctiveness

#### 7.3.1 Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

##### Response:

Balaji Institute of Technology & Science was one of the first engineering colleges that were established in the year 2001 in the most backward region of Telangana, Narsampet.

The mission statement clearly defines the college's distinctive characteristic in terms of addressing needs of the society, institute's tradition & value orientations.

The objective of the institute is to provide quality education in engineering to the students, to make them academically superior and ethically strong. This objective is clearly reflected in the mission statement. The vision of college is to become a renowned institute for imparting quality education. The institute aims to achieve this by incorporating experimental and project-based learning in teaching-learning process along with strong Industry-Institute Interaction and research opportunities.

Our strengths in curricular, co-curricular and extra-curricular areas have improved the quality of education. Specifically, the attributes like 60% graduation rate, more than 60% placement for eligible graduating students, 10% students opting for higher education in India and abroad reflect the existence of a high-quality undergraduate program in BITS.

The basic distinction is made with the following:

- Institute provides training to the students through industry internship program to bridge the gap between industry and institution
- ICT enabled classes are more interactive.
- Our Students acquire socially responsible by participating in various programs conducted in nearby



villages of Narsampet.

- Green campus initiatives are implemented keeping in mind the holistic perspective of land use, social well being and preservation of the environment.
- Our College adopts OBE(Outcome Based Education) which is a student-centric learning model enabling students understand subjects. To execute this, various programs such as workshops, conferences, debates, guests lectures, mock tests are conducted.
- Our college support faculty in their all round development.

Some of the innovations and best practices which have created a positive impact on functioning of institution are:

- encouragement to students and faculty to involve in R&D activities.
- Book bank facility for SC & ST students;
- Makeup/Remedial classes for weak learners;
- beyond curriculum,
- sending students to take internship,
- decentralization of academic administration,
- well-thought student counseling (mentorship)program.
- The institute provides freeship (Free Transportation, Free Library Books Facility & Exemption from Examination Fee) to encourage economically backward and meritorious students.

#### **Appropriate Toolset:**

BITS have thoughtfully catered to every aspect that a learner should be equipped with, in terms of learning resources and amenities.

BITS has qualified, experienced and faculty monitor our students as guides, mentors and facilitators. Faculty networking and faculty training programs help our faculty to build global competencies in the learners. BITS had a world class infrastructure & well-equipped with the best of ICT enabled Provisions enabling dynamic learning environment.

#### **Technical Skill set:**

Various Bridge Courses and Value-Added Courses are offered to make the learners industry competent. The Problem Based Learning Methodology helps build critical thinking and problem-solving abilities amongst our learners. To facilitate experiential learning, students are encouraged to take up Internships. To inculcate the spirit of learning, students are encouraged to participate in the annual International conferences and projects.

#### **Soft Skill Set:**

To develop public speaking skills, teamwork and to build confidence, programmes such as extempore speeches, presentations, seminars, group discussions are an integral part of many courses. Soft skill training is provided through collaboration with the COIGN. BITS's Language Lab reinforces English proficiency among learners from vernacular backgrounds. To enhance their prospects of employability, Pre-placement training is offered to all the students. To assess their Employability, online examinations will be conducted to all the students.

### **Motivating Mindset:**

Fostering the proper attitude among learners plays a vital role in shaping young minds to develop the right attitude.

Learners are exposed to a plethora of guest lectures by industry experts, eminent academicians and well-established alumni. Motivated talks by eminent personalities help promote a global outreach and enrich young minds. Industrial visits are organized for learners to bridge the gap between the curriculum and industry.

To build a healthy competitive spirit and maintain physical fitness, learners are encouraged to participate in Indoor and outdoor sports. Various committees and student associations have been constituted to enable learners to learn teambuilding, leadership and management skills. BITS collaborated with global platform TEDx, which gave learners a new learning dimension with the theme of “Out of the Box”.

Various volunteering committees at BITS like NSS inspire students to shoulder societal responsibilities. All graduating students take a pledge which is based on the Institute’s Learn- Earn- Return philosophy. Students are encouraged to identify Final Year projects that use technology to benefit society. Many such projects (for instance on Smart Home Automation, Smart Agriculture, Waste management by IOT, etc.) have been featured in national dailies.

### **Performance of the Institute:**

**Placements:** At Balaji Institute of Technology & Science, we trust in equipping our students with the right talent and personality to face the industry requirements. Our focus is on placement, on creating new approaches to attract the best from the industry to our campus.

- The Cell is well equipped with ample infrastructure in terms of Seminar Hall, Meeting Hall for Pre Placement Talk, Presentations, etc. We maintain a comprehensive database ready for reference of placement drives. The placement cell operates round the year to facilitate contacts between companies and graduates.
- It plays a very important and key role in guiding the students of the college for their successful career placement.
- The Institute has seen a lot of progress in terms of the number of learners being absorbed by various prestigious companies over the years.

### **Achievements:**

- The academic B.Tech. Programs (CSE,ECE,ME,CE) are accredited by the NBA, New Delhi in the year 2019 .
- The institute accredited by NAAC in the year 2018.
- Institute is also certified by ISO 9001-2015.
- Receiving funds from UGC, AICTE and other organizations towards research and development.
- Vibrant Alumni association which meet periodically to help Alma mater .
- The institute has Active professional bodies and student chapters like ISTE,CSI,IEEE,SAE.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

NAAC

## 5. CONCLUSION

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### Additional Information :

- Integrated development of every student is ensured through continuous training extended by in-house faculty and also external agencies like FORGE, COIGN, MYAKS skills lab etc. MOU is signed with Swecha organisation for student career development programs. Institute has signed MOUs with various training agencies for collaborative learning and continued skill development.
- Institute has good Placement track record with companies such as TCS, GGK, Infosys, Wipro, Tech Mahindra, Medha Servo Drives, Syntel that visit the campus for recruitment drives.
- The institute works with Telangana Academy for Skill and Knowledge (TASK), a Telangana Government's programme that aims at providing subsidized training to students for skill development. In collaboration with TASK, the institution has conducted CISCO certification training programme.
- Faculty improve their skills through faculty development programmes.
- The students are encouraged to undertake their minor projects and internships in well-known organisations like Swecha and companies like ECIL, BHEL, NTPC etc, to get required exposure to industrial environment.
- Drinking water plant is installed for supply of safe and potable water.
- Parent-teacher meetings are conducted once in a semester to make the parents effective contributor in education system and to share students' attendance, marks statements and their behavioural aspects with parents.
- Two Generators of 125 KVA and 75 KVA capacities exist on campus for power backup.
- A full-fledged Manager's office looks after the maintenance of inventory and infrastructure of the institute.
- Campus is provided with Health care centre with a medical doctor and ambulance for any health problems and medical emergencies.
- All parts of the campus & buildings are connected by BT Roads to ensure a low dust zone and comfortable transport.
- Fire extinguishers are made available in strategic points to douse the fire in case of any fire accidents.
- "SHRESHTA", a national level symposium and a techno-cultural festival is organized every year to tap the talents of students.
- All the details pertaining to infrastructure are given along with motto of the institution. All basic requirements and amenities including Hostels and Library are provided. Other details regarding Alumni Association, NSS, Industry Institute Interaction, Training programmes and Academic programmes are stated.

### Concluding Remarks :

- BITS, Narsampet is an institute having a motto to serve the society through education.
- Quality technical education is imparted through student-centric teaching learning practices to students of rural areas of this region. Efforts of the Institution in this direction are furnished in the form of descriptive summaries along with essential data under each criterion as a proof.
- SWOC analysis is clearly furnished covering General strengths, Academic strengths, Faculty, Students' centric ambience in addition to institutes weaknesses, opportunities and challenges.
- Right from the Inception in 2001, the Institute has grown both in size as well as stature till this day and promises to continue its progressive mode and initiatives for the overall development of students as

conscientious engineering professionals with knowledge, communication skills, and problem solving skills as well as human values.

- The strength of the organization lies in the factor that it internally evolved certain best practices to overcome the inevitable challenging factors.
- The visionary management has made far-reaching efforts to pool resources, attract employees to this work environment to refine its focus as well as modus operandi to accomplish vision it has set for itself.
- Management of the Institution always perceives that the growth in infrastructure, academics, research, co-curricular, extra –curricular activities to create awareness on social and national issues, activities to contribute to local community, is maintained as per the expectations of NAAC- a wing of UGC.
- The NAAC accreditation process would provide us an immense scope for continuation of this noble service. The feedback, we receive would certainly help us refine our best practices and achieve distinction. The College has been in the forefront in providing quality technical education. This accreditation will serve as a great morale booster to our institution as a centre for higher education and for accelerating institute's growth in providing quality Engineering Education.

## 6.ANNEXURE

### 1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
1.1.3	<p>Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years</p> <p>1.1.3.1. Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>04</td> <td>07</td> <td>01</td> <td>01</td> <td>01</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> </tr> </tbody> </table> <p>Remark : Metric opted out as HEI clarified</p>	2018-19	2017-18	2016-17	2015-16	2014-15	04	07	01	01	01	2018-19	2017-18	2016-17	2015-16	2014-15	0	0	0	0	0
2018-19	2017-18	2016-17	2015-16	2014-15																	
04	07	01	01	01																	
2018-19	2017-18	2016-17	2015-16	2014-15																	
0	0	0	0	0																	
1.3.2	<p>Number of value added courses imparting transferable and life skills offered during the last five years</p> <p>1.3.2.1. Number of value-added courses imparting transferable and life skills offered during the last five years</p> <p>Answer before DVV Verification : 47</p> <p>Answer after DVV Verification: 09</p> <p>Remark : Most of the brochure look similar wherein there is no mention of dates duration of the course so revised considering the courses for which brochure is attached with date mentioned of the courses within the assessment period.</p>																				
1.3.3	<p>Percentage of students undertaking field projects / internships</p> <p>1.3.3.1. Number of students undertaking field projects or internships</p> <p>Answer before DVV Verification : 1279</p> <p>Answer after DVV Verification: 526</p> <p>Remark : Revised as clarified by HEI</p>																				
2.4.4	<p>Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years</p> <p>2.4.4.1. Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	2018-19	2017-18	2016-17	2015-16	2014-15															
2018-19	2017-18	2016-17	2015-16	2014-15																	

54	5	1	4	3
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Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
02	01	01	01	00

Remark : Revised excluding the awards that are local, participation in conference. Awards from State, National and International level from Government, recognized bodies are only considered.

3.1.2 Percentage of teachers recognised as research guides at present

3.1.2.1. Number of teachers recognised as research guides

Answer before DVV Verification : 5

Answer after DVV Verification: 0

Remark : Opted out by HEI

3.1.3 Number of research projects per teacher funded, by government and non-government agencies, during the last five year

3.1.3.1. Number of research projects funded by government and non-government agencies during the last five years

Answer before DVV Verification : 81

Answer after DVV Verification: 0

3.1.3.2. Number of full time teachers worked in the institution during the last 5 years

Answer before DVV Verification : 605

Answer after DVV Verification: 605

Remark : Opted out by HEI

3.3.4 Number of research papers per teacher in the Journals notified on UGC website during the last five years

3.3.4.1. Number of research papers in the Journals notified on UGC website during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
76	61	48	17	09

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
13	2	0	4	1

Remark : Revised as per the UGC approved list of journals.

3.3.5

Number of books and chapters in edited volumes/books published and papers in national/international conference proceedings per teacher during the last five years

3.3.5.1. Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
19	27	19	07	14

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
15	17	12	0	0

Remark : Revised on the basis of the supporting data provided in the link available in the HEI response box.

3.4.2

Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

3.4.2.1. Total number of awards and recognition received for extension activities from Government /recognised bodies year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
6	5	2	1	1

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

3.4.3

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 last five years

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., year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
12	11	7	8	3



Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
12	11	6	7	3

3.5.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc during the last five years

3.5.1.1. Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
65	56	20	7	2

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
46	45	23	4	2

3.5.2 Number of functional MoUs with institutions of National/ International importance, Other Institutions, Industries, Corporate houses etc., during the last five years (only functional MoUs with ongoing activities to be considered)

3.5.2.1. Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years (only functional MoUs with ongoing activities to be considered)

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
21	10	06	05	05

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
04	03	02	01	02

Remark : Revised excluding repetition and considering the MoUs that are functional during the assessment period according to the link provided in the HEI response box.

4.2.4 Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)

4.2.4.1. Annual expenditure for purchase of books and journals year-wise during the last five years (INR in Lakhs)

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
11.18787	5.38401	13.14074	7.58670	3.77167

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
11.18	5.38	13.14	7.58	3.77

4.2.5 Availability of remote access to e-resources of the library

Answer before DVV Verification : Yes

Answer After DVV Verification: No

5.1.5 Average percentage of students benefited by Vocational Education and Training (VET) during the last five years

5.1.5.1. Number of students attending VET year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
1130	936	830	733	353

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

Remark : Opted out by HEI

5.3.1 Number of awards/medals for outstanding performance in sports/cultural activities at national / international level (award for a team event should be counted as one) during the last five years.

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
34	28	5	4	6

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0	6	0	0	1

Remark : Revised considering only the national or international achievements from the given certificates of awards.

5.3.3 Average number of sports and cultural activities/ competitions organised at the institution level per year

5.3.3.1. Number of sports and cultural activities / competitions organised at the institution level year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
18	16	15	14	12

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
17	15	14	13	11

6.2.3 Implementation of e-governance in areas of operation

1. Planning and Development
2. Administration
3. Finance and Accounts
4. Student Admission and Support
5. Examination

Answer before DVV Verification : A. All 5 of the above

Answer After DVV Verification: A. All 5 of the above

6.3.2 Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
213	158	05	06	08

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
171	99	05	06	07

6.4.2 Funds / Grants received from non-government bodies, individuals, Philanthropists during the last five years (not covered in Criterion III) (INR in Lakhs)

6.4.2.1. Total Grants received from non-government bodies, individuals, philanthropists year-wise

during the last five years (INR in Lakhs)

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
1.9725	1.827	0.10	0.10	0.06

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0.00	0.00	0.00	0.00	0.00

Remark : opted out by HEI

- 6.5.4 Quality assurance initiatives of the institution include:
1. Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements
  2. Academic Administrative Audit (AAA) and initiation of follow up action
  3. Participation in NIRF
  4. ISO Certification
  5. NBA or any other quality audit
- Answer before DVV Verification : A. Any 4 of the above  
 Answer After DVV Verification: A. Any 4 of the above

7.1.1 Number of gender equity promotion programs organized by the institution during the last five years

7.1.1.1. Number of gender equity promotion programs organized by the institution year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
11	10	02	01	01

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
11	10	02	01	01

7.1.9 Differently abled (Divyangjan) Friendliness Resources available in the institution:

1. Physical facilities
2. Provision for lift
3. Ramp / Rails
4. Braille Software/facilities
5. Rest Rooms
6. Scribes for examination
7. Special skill development for differently abled students
8. Any other similar facility (Specify)

Answer before DVV Verification : A. 7 and more of the above

Answer After DVV Verification: A. 7 and more of the above

7.1.17 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years

7.1.17.1. Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
9	8	5	4	2

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
7	6	4	3	2

## 2.Extended Profile Deviations

### Extended Profile Deviations

No Deviations