YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution   SRI VELLAPPALLY NATESAN COLLEGE OF ENGINEERING

- Name of the Head of the institution   Dr. MANJU J

- Designation   Principal

- Does the institution function from its own campus?   Yes

- Phone no./Alternate phone no.   04792331696

- Mobile no   9995449854

- Registered e-mail   svnce@yahoo.in

- Alternate e-mail   principal@mahagurutech.ac.in

- Address   kattachira, pallickal p. o

- City/Town   Kayamkulam

- State/UT   Kerala

- Pin Code   690503

2.Institutional status

- Affiliated /Constituent   Affiliated

- Type of Institution   Co-education

- Location   Rural

- Financial Status — **Self-financing**

- Name of the Affiliating University — **APJ Abdul Kalam Technological University**

- Name of the IQAC Coordinator — **Mr. Prajeesh R**

- Phone No. — **04792331696**

- Alternate phone No. — **9447305765**

- Mobile — **9447305765**

- IQAC e-mail address — **iqac@mahagurutech.ac.in**

- Alternate Email address — **principal@mahagurutech.ac.in**

3.Website address (Web link of the AQAR (Previous Academic Year) — https://www.mahagurutech.ac.in/pdf/AQAR%202019-2020.pdf

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

- if yes, whether it is uploaded in the Institutional website Web link: — http://www.mahagurutech.ac.in/calender.php

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B+**	**2.71**	**2019**	**28/03/2019**	**27/03/2024**

6.Date of Establishment of IQAC — **01/02/2017**

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

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

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

- Upload latest notification of formation of IQAC — View File

9.No. of IQAC meetings held during the year   4

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

- If No, please upload the minutes of the meeting(s) and Action Taken Report   No File Uploaded

10.Whether IQAC received funding from any of the funding agency to support its activities during the year?   **No**

- If yes, mention the amount

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

Implementation of effective mentor system so that the students are monitored and guided throughout.

Effective implementation of academic audits.

Constant encouragement and inspiration by the IQAC to promote research aptitude among faculty members.

All departments are encouraged to conduct webinars, workshops, conferences. This encouragement has resulted in a significant increase in the number of events conducted.

Effective collection and documentation of qualitative and quantitative data.

12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
Improving the skills of students	Had a significant increase in the number of events(technical and non technical) conducted and thereby increasing the awareness and skills of students.
Adherence to curriculum and implementation of academic activities.	Implemented and audited.
Improving industry interaction	All departments has signed MoUs with industries and has resulted in a better institute – industry interaction.
Encouragement to students to participate in cultural activities.	All departments conducted department level arts festivals (online) to promote student cultural activities.
Promote extension service through extension unit.	Organized a variety of NSS events through NSS unit.

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

- Name of the statutory body

Name	Date of meeting(s)
Academic Council	11/01/2022

14.Whether institutional data submitted to AISHE

Part A

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• Address	kattachira, pallickal p. o
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17-11-2022 08:05:58

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Academic Council	11/01/2022

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2019	26/02/2019

15.Multidisciplinary / interdisciplinary

16.Academic bank of credits (ABC):

17.Skill development:

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

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

20.Distance education/online education:

Extended Profile

1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	**9**

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

2.Student	
2.1 Number of students during the year	**166**

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

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**154**

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

2.3 Number of outgoing/ final year students during the year	**167**

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	**63**

File Description	Documents
Data Template	No File Uploaded

3.2 Number of sanctioned posts during the year	**80**

File Description	Documents
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	**42**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**477736388**
4.3 Total number of computers on campus for academic purposes	**250**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

- **MIT is affiliated to Kerala Technological University and**

meticulously follows the curriculum offered by the university.

- Curriculum, scheme and syllabus including course objectives, total credit, text books/reference books to be followed and the evaluation pattern are also provided by the universities.
- With reference to the university schedule, academic calendars are published by the college. Before the semester commences, the subjects are allotted to the concerned faculty based on their specialization and experience.
- To ensure effective curriculum delivery, every faculty member must submit a syllabus teaching plan to the heads of the department at the beginning of each semester.
- Faculty maintain course files, which contain: Individual time table, syllabus, teaching plan, assignment/ tutorial questions, attendance, internal assessment marks and university question papers.
- The faculty uses various online platforms, modern teaching aids and online resource to conduct classes more effectively.
- Student feedback is obtained during the class committee meetings held periodically through online meetings.
- The HODs periodically review the progress in the syllabus completion and also the performance of the students.
- In addition, every semester KTU is conducting academic auditing, which includes the assessment of course delivery as per the curriculum and syllabus

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

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

Before the commencement of the academic year, the Institution prepares and publishes 'Academic calendar' containing the relevant information regarding the teaching learning schedule (working days), events to be organized, holidays, dates of internal, semester examination etc. The academic calendar is prepared so that teachers should know all the activities regarding continuous internal evaluation process and it is also published on website of the college and displayed in the Principal's office. The students'

academic progress is monitored regularly by continuous internal evaluation, seminars, project work, and semester examinations. The review of internal assessment is taken by the Principal. For its implementation, Examination committee is formed at the college level which monitor overall internal assessment process and its record is maintained at college level. Every department has to submit the compliance of the academic calendar as part of their annual submissions. In addition the internal audit conducted which ensures the compliance to verify with documentary evidence. The teacher plans the teaching and evaluation schedule of subject. The type and schedule of internal evaluation is Planned in consultation with the head of the department. Then the Academic calendar is forwarded to the IQAC. IQAC compiles the inputs received from the various departments and a comprehensive plan is prepared and uploaded on the college website.

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

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

C. Any 2 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

26

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	**No File Uploaded**
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

79

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

174

File Description	Documents
Any additional information	**No File Uploaded**
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

Our Institution integrates Cross-cutting issues of the society like Moral Values, Human Values, Professional Ethics, Ethical

Values, Gender Equality, Environmental Awareness, which are inseparable part of our curriculum.

The compulsory course "Life skill" for 1st year & "Professional Ethics" are important part of Curriculum. The common course "Principles of Management" is a basic part of curriculum of third year. Students will be able to understand the importance of ethics and values in their personal, social & professional life after studying these courses. College celebrates days of National and International importance as Republic day, Women's day, Independence Day, Teacher`s day, Human Right Day, International Yoga Day etc. These celebrations nurture the moral, ethical and social values in the students.

The college has Internal complaint committee, Grievance Redressal Committee to provide counseling to students, promote gender equity among students and also deal with related issues of safety and security of female students, staff and faculty. The college campus is secured with CCTV and high level security. There are separate Boys & Girls hostel for providing the safe environment to all students.

College celebrates the day of National importance as Earth day, Environment day and Ozone day.

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

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

8

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	**No File Uploaded**
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships

21

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni

B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	https://drive.google.com/file/d/1ZMHaK4vVRcnECM-XAtbyWq3XzET-chK0/view?usp=sharing
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	**No File Uploaded**
Any additional information	**No File Uploaded**

1.4.2 - Feedback process of the Institution may be classified as follows

C. Feedback collected and analyzed

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://drive.google.com/drive/folders/1Vl l4AnClLtlsHwFBvtYlMv3bPM-W2Hew?usp=sharing

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

157

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

29

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

2.2 - Catering to Student Diversity

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

- **The student profile is analysed and the marks scored by the student in the qualifying examination are identified. The PCM (Physics, Chemistry, and Mathematics) marks give an idea**

of the learning level of the student. Students with low marks are identified as slow learners.

To bridge the gap between the slow learners and the advanced learners, bridge courses are conducted before the beginning of first semester.

The strategies adopted to improve the learning level during the course are:

- Class committee meetings are conducted during the beginning, middle and end of the semester. The class committee consists of the faculty members handling the courses, chairman and student representatives.

The course outcome and the course objectives are provided to the students in the class committee meeting held at the beginning of the course.

- Remedial classes followed by retest are conducted after internal examinations.
- The class room teaching accompanied with videos, practical examples make the students understand at a higher speed.
- Special tutorial classes are conducted whenever required.
- Interaction with industry experts are arranged through which the experts share their industrial experience with the students.

- The digital library is made available to all the students.

File Description	Documents
Paste link for additional information	https://www.youtube.com/playlist?list=PLiFDo4GvOcYVbsC3AlVDcPfGj4mXQlsQA
Upload any additional information	No File Uploaded

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
661	63

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

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Experiential Learning

• Internships are arranged for the students which will help them to acquire a direct exposure and to learn directly from the industry.

• Lab sessions are provided for important theory papers which will help the students to understand the basic concepts through practical experimentation.

• Workshops in relevant fields are provided which will help the students to gain practical knowledge through experimentation.

• Guest lectures are provided to the students to gain additional knowledge in the respective field.

Participative Learning

• The faculty usually begins the class hours after a discussion regarding the previous class hour topic and thus making the student participative.

• Question answer session or a doubt clearance session is conducted at the end of class hour thus making the students participative.

• Seminars are conducted during class hours which will help the student to explore, learn and present the topic in the class.

• Blended learning in which e-learning is combined with traditional classroom teaching, which will help the students to become more student centric.

·Quiz sessions in relevant topics are conducted during the class hours which will make the learning student centric.

· Mini projects, projects guided by the faculty are implemented by the students which will help them in participative learning.

Problem solving methodologies

· Tutorial classes are provided as a part of problem-solving methodology in which problems at different levels are solved.

· Aptitude training and logical reasoning training are provided to the students so as to improve their aptitude and reasoning skills and also as a part of placement training. Tests are also conducted to find the ability of the students to handle aptitude, logical and reasoning tests.

· Assignments are provided which will help them to explore different learning resources and to develop learning skills.

· Study materials are provided to the students which include additional problems and theoretical notes apart from regular class hour notes, to promote self- study among the students.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	NIL

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

In addition to chalk and talk method of teaching, the faculty members are using the ICT enabled learning tools such as PPT, Video lectures, You Tube Videos and other online e- sources to expose the students for advanced knowledge and practical learning.

All the teachers are well talented with the latest technology and use ICT -enabled tools in the teaching-learning process.

Commonly used ICT tools in the institution are Personal Computers, Tablets, Smart Boards, LCD Projectors, Over-head projectors, Audio-visual aids, various online platforms like Zoom, Google classrooms, Webex etc. along with various softwares and e-resources.

The college campus is covered with Wi-Fi and LAN based facilities which are powered by high bandwidth dedicated lease line which is effectively utilized for teaching-learning process.

The Institution has facilities for conducting online classes / webinars/ teleconferencing / online exams to enhance teaching-learning process.

Students and faculty members utilize e-reference books and e-journals available in the central library for preparation of assignments and research studies.

Teachers and students can access various online e-resources including MOOC and NPTEL SWAYAM programs.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

48

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

63

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	**No File Uploaded**
List of the faculty members authenticated by the Head of HEI	**No File Uploaded**

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

5

File Description	Documents
Any additional information	**No File Uploaded**
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

337

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

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The internal assessment is made transparent and robust by the following methods

- **The academic calendar published at the beginning of every academic year will have the number of working days, holidays, dates for internal examinations, assignment submission, model examination etc.**

- **Confidentiality and transparency in internal examination: Two different sets of question papers are prepared by two faculty members (subject handling faculty and another faculty) and submitted to the exam cell. The exam cell scrutinizes the questions and selects any one from the two just one day before the conduction of internal examination of the particular subject. The answer sheets of internal examination are valued by centralized valuation under the supervision of exam cell.**

- **The mark report is published in the notice board and student grievances if any are addressed.**

The marks are intimated to the parents through the progress report. Remedial classes followed by retest are also conducted for the failures in the internal examination.

- **The number of internal tests varies from 2 to 3 in a semester. They are conducted at regular intervals as shown in the academic calendar.**

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	NIL

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

The examination related grievances is made transparent, time bound and efficient by the following strategies

- The internal examination answer sheets after valuation are distributed to the students by the corresponding faculty. The answer sheets are distributed within three days after the completion of internal examination.
- The answer sheets are verified by the students and the related grievances if any are reported to the concerned faculty. The grievances may arise in terms of the amount of marks allotted, calculation mistakes etc.
- The faculty addresses the grievances personally and makes sure that the student is completely satisfied with the valuation.
- The unsolved grievances (if any) are reported to the HODs and the HODs make sure that they are solved immediately. The HODs make sure that the action taken against the student grievance solves the issue and the student is satisfied.

- The final report of marks for all subjects is published in the notice board within 5 days after the completion of internal examination.

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	NIL

2.6 - Student Performance and Learning Outcomes

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

The program outcome, program specific outcomes and course outcome for all programs are communicated to teachers and students by the following ways

- The program outcome and program specific outcome are displayed in the department staff room.
- Program outcome, program specific outcome, course outcome are displayed in the college website.
- The program outcome, program specific outcome and course outcome are also communicated to the students in the

beginning of a semester through the class committee meeting.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	https://www.mahagurutech.ac.in/co_po.php
Upload COs for all Programmes (exemplars from Glossary)	View File

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

The program outcome, program specific outcome and course outcome are evaluated and steps are taken to improve the level of attainment.

The Institution took care of the attainment to measure the POs, PSOs and COs and implemented the mechanism as follows:

The institute follow the Academic Calendar of our affiliated university KTU.

All the subject teachers maintained Academic Diary in every academic year.

Internal examination committee analyzed evaluation reports of results.

Internal audits are conducted in every semester.

The knowledge and skills described by the course outcomes are mapped to specific problems on University Examination, internal exams and home assignment.

At the end of each semester, university conducts examinations based on the result published by university the course outcomes are measured. Assignments are given at the end of each module. The assignments are provided to students and they refer the text books and good reference books to find out the answers and understand the expected outcome of the given problem.

The program outcomes and Program Specific outcomes are assessed with the help of course outcomes of the relevant courses through

direct and indirect methods.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	https://drive.google.com/drive/folders/1pe8S2YSfqZx2YcxehlDrrDH63RRiUHEG?usp=sharing

2.6.3 - Pass percentage of Students during the year

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

75

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	[View File](#)
Upload any additional information	**No File Uploaded**
Paste link for the annual report	[NIL](#)

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://www.mahagurutech.ac.in/pdf/Survey%202020-2021.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

1

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	View File

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

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

0

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

3.2 - Innovation Ecosystem

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

Mahaguru Institute of Technology (MIT) understands that entrepreneurship is the future of the global economy and has

realized the shift in temperament towards self-employment. The institution is in the mission of aiding young aspiring entrepreneurs as global forecasts say that almost one third of millennials today aspire to some form of entrepreneurial venture.

MIT is going to set up a conducive ecosystem for the startup culture to flourish with the best infrastructure, training, and mentorship. The Entrepreneurship Development Cell strives to identify, nurture and support budding entrepreneurs. The extensive efforts showed results with a large number of Alumni starting their independent ventures. The institution indeed takes pride in the shaping young Men & Women who aspire to change the future and be part of their journey.

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

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

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

9

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

3.3 - Research Publications and Awards

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

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

5

File Description	Documents
URL to the research page on HEI website	[nil](nil)
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	**No File Uploaded**

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

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

6

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

3

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Our institution envisions its mission for "Holistic Development" of students, where it fosters educating and empowering the learners to realize their potential through righteous blending of

knowledge, skills, and values for serving the society.

The college is progressively involved in conducting the outreach programmes for the welfare of the

society and sensitizing the budding engineers towards social issues.

Response:

Institute NSS Unit and First Year Coordinators organizes every year the orientation program for the first years to inculcate the importance of community service to sensitize and motivate them to enroll for the said programs. The extension activities by the above programs to inculcate volunteers towards social issues and holistic development in the neighborhood community in terms of impact and sensitizing students.

National Service Scheme (NSS):

The college has undertaken several initiatives through which the students have contributed to the local community and addressed various social issues. MIT has deployed many practices to enhance Societal Empowerment among students through various activities.

File Description	Documents
Paste link for additional information	https://www.mahagurutech.ac.in/nss.php
Upload any additional information	No File Uploaded

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

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

0

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

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

6

File Description	Documents
Reports of the event organized	View File
Any additional information	**No File Uploaded**
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

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

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

100

File Description	Documents
Report of the event	View File
Any additional information	**No File Uploaded**
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

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

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

0

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	No File Uploaded

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

6

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

Our college aims to provide world class infrastructure adequate for professional and personal growth ofengineering students as well as to meet the academic and administrative requirements of

the college.36classrooms are available inside the campus with smart learning that includes LCD projectors and also there isthe facility of public announcement system. Our college land requirements, all class rooms and laboratoriesare complying with AICTE and University norms. A library of area 4000 sq.m, a seminar hall of area 247sq.m and a conference hall of area 135 sq.m are available in our campus.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://docs.google.com/spreadsheets/d/1uj J-eAnKUm4fR-5IByvTtczTYqtIuviO/edit?usp=sh aring&ouid=114490377606664017781&rtpof=tru e&sd=true

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

MIT has multiple facilities on campus to promote sports, games and cultural activities. College hasfacilities for students and staff to play Volleyball, Cricket, and Football. Hostels are equipped with indoorgame facilities. The College has a good collection of sports materials. The students can use the facility weeklyone hour as per the time table and from 4.30pm to 6pm after class time. They can use the facilities on holidaysalso. Sports Meets are conducted annually. A well equipped gymnasium with an area of 500 sq.ft is availablein the college boy's hostel. Various programmes on topics related to health, hygiene, yoga and safety areconducted for the benefit of the students. Art of living courses were conducted as a part of yoga. A room withan area of 500 sqft is available for conducting yoga classes. Festivals like Onam and Christmas are celebratedwith various cultural programs of the students. A room with an area of 800 sqft is available for practice andperformance of different cultural programs like dance, drama, music, mime etc. Musical instruments such as Violin,Guitar,and Keyboard are available for cultural activities.College Day is conducted annually.

Fresher'sday is conducted to welcome the fresher.Various quiz programmes are conducted as part of departmental association activities.

The College has necessary infrastructure to promote sports and

games.

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

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

42

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://drive.google.com/drive/folders/1yw w9EkH52B3jSDOsmMZqyhTp65CrFzX1?usp=sharing
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	[View File](#)

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

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

477.46

File Description	Documents
Upload any additional information	[View File](#)
Upload audited utilization statements	**No File Uploaded**
Upload Details of budget allocation, excluding salary during the year (Data Template	[View File](#)

4.2 - Library as a Learning Resource

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

Resources and Services: Collections are organized according to Dewey Decimal Classification Scheme and follows Open access policy. Library is manned by qualified professionals who are instrumental in organizing the library and in providing hassle free services to the users.

Name of ILMS software: : LIMA, library module of ZEED (Ver 2.0)

LIMA is the ILMS used for library functions. LIMA is the library module of ZEED (Ver 2.0), proprietary software offered by ZentApps, Trivandrum. Circulation, Cataloguing and Information Retrieval are automated through LIMA which works on Cloud. Serial control and acquisition are being incorporated in LIMA.

• Nature of automation (fully or partially):partial

• Version:2

• Year of Automation: 2015 (switching over to LIMA from Libsys)

File Description:

Books are arranged according to DDC Scheme Bay /Guide cards are displayed in the stalk bay for ease of the users. Each book is assigned with a Call Number which consists of a Class Number and Book Number. Class Number indicates the subject dealt in the book. Book Number individualizes a book from among others having same Class Number. Members are advised to consult OPAC on terminals provided in the library first before proceeding to shelves. Collections are Open access.

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources B. Any 3 of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

2.19337

File Description	Documents
Any additional information	View File
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

25

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

With the expansion of the college, it is vital to develop the IT infrastructure. The college has developed an environment for creation and augmentation of IT infrastructure in order to promote a good teaching-learning atmosphere. IT infrastructure refers to the combination of hardware, software, network resources and

services required for the operation and management of an IT environment. The college has online software support services for students, parents and teachers. The teachers can upload internal exam marks, attendance and notes. The students and parents can access these services online, whereby parents can monitor their ward's performance. The computer centre in our college helps both the students and faculty members to utilize the internet facility as per their necessity and enrich their level of knowledge. The IT infrastructure of our college helps to conduct online bank exams, gate exams and other competitive exams. Our college campus networking uses coaxial cables (CAT6) and fiber optic cables. Wi-Fi facility is available in the college and can be accessed within an area of 50m.Cloud server is used in the college which is hosted at Singapore, with 4GB RAM and 60 GB hard disk space. Our college has virtual project server with domain name svnce.zentapps.com.

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

4.3.2 - Number of Computers

155

File Description	Documents
Upload any additional information	View File
List of Computers	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic

support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

477.46388

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

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

At the beginning of each semester all the facilities in the classrooms are inspected for maintenance. Stock rectification of library books, periodicals and reference books,re-bindingof library books and binding of journals into Back volumes are done periodically.

Laboratory maintenance is done at beginning of each semester in accordance with respective department labcriteria.Computers are always kept updated with the latest software to cater to the needs of the students. Under the guidance of physical instructor proper maintenance is being done for the sports equipments including gymnasium.

The college has a diesel generator of 125KVA to ensure uninterrupted power supply. The services and maintenance of infrastructure facilities are managed by plumber, electrician, canteen manager and PRO forvehicles. College hires masons, carpenters and workshop technicians as per need. College is maintaining ahouse keeping division headed by a supervisor. Under the supervisor, last grade staffs are appointed for cleaning classrooms, lab, toilets, hostel compound etc. College has employed staff for maintaining a beautifulgarden in college campus. For improving the physical ambience of the campus, several initiatives are taken asper necessity like painting and white washing of building and labs, ground-men for maintaining grounds,lawns and upkeep of plants.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

29

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

0

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	No File Uploaded

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

A. All of the above

File Description	Documents
Link to Institutional website	https://drive.google.com/file/d/1yd6_VzNHzppAgMfmFEcBa-5yd0TeZ28T/view?usp=sharing
Any additional information	**No File Uploaded**
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

240

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

240

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

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

55

File Description	Documents
Self-attested list of students placed	[View File](#)
Upload any additional information	**No File Uploaded**
Details of student placement during the year (Data Template)	[View File](#)

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

1

File Description	Documents
Upload supporting data for student/alumni	[View File](#)
Any additional information	**No File Uploaded**
Details of student progression to higher education	[View File](#)

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

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

1

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

5.3 - Student Participation and Activities

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

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

0

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

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Based on a democratic election process a student's council was formed. Student's Council is a body comprising of 21 students representing all the classes with one student from each class.

Student's Council Committee nominates the academic and administrative committee members. Administrative committee is again subdivided into Women Cell, cultural, technical and sports committee. Academic Committee is again sub divided into class committee, disciplinary and Industrial Visit committee. The first Student's Council of the college was started on November 11, 2012. During this tenure, the council conducted various academic and extra-curricular programs and initiated student's welfare activities.

Every year student's body organizes several activities to mark state level and national festivities to raise awareness on meaningful social issues and also participates in cultural fests and sports competitions across the country, proudly representing the college. Some of the events and activities are also organized by our students in the college itself. The cultural committee is in charge of all these activities.

Due to the pandemic situation most of the programs like cultural, technical were conducted online .On Independence Day, the National flag is hoisted in the college premises and sweets are distributed to everyone. Festivals like Onam, Christmas, Eid, Holi are all celebrated by the students and staff of the college with equal spirit and enthusiasm every year.

Teacher?s performance is being evaluated based on the feedback from the class committee and their suggestions are looked in to. While taking disciplinary action against students, suggestions from the disciplinary committee is also considered. Branch wise sports events such as football, cricket, badminton etc are held every year in the guidance of the sports committee. Library, internet and other facilities required for smooth conduct of the class are evaluated on the basis of the feedback from the class committee.

Our college has an effective board of studies to make improvement in the daily academic activity. The student?s council always puts forward their suggestion to the board of studies for improving academic program.

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

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

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

4

File Description	Documents
Report of the event	View File
Upload any additional information	**No File Uploaded**
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

The alumni association of our college is named as 'SVNCE Alumni Association? (SVNCEAA). The alumni association is a registered one with registration number ALP/TC/611. The alumni association has always been an active participant towards the development of SVNCE. It has contributed to the development of our college in various ways.

VISION: The vision is to serve as an entity that binds the alumni and the college in future endeavors and thus mutually benefitting each other.

MISSION: The mission is to foster a spirit of union between the members of the alumni and the college that will act as resourceful means for collective efforts towards the development of the institution and the students. To establish a sound relationship between the alumni and the college that will procure support in attaining objectives and help in carrying the spirit and tradition of the institution.

File Description	Documents
Paste link for additional information	[NIL]()
Upload any additional information	**No File Uploaded**

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

File Description	Documents
Upload any additional information	[View File]()

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Response:

VISION

The vision articulated for the college is to emerge as a world class technical and research institution dedicated to the pursuit of knowledge and development.

MISSION

To impart quality technical education to mould responsible and intellectually thriving engineers who will contribute substantially to the society and the world.

NATURE OF GOVERNANCE

The governing council is constituted by management representatives, Principal and external education expert which conducts meeting twice in a year and decisions are taken which are beneficial for the students.

PERSPECTIVE PLAN

Academic Excellence

The college conducted add-on courses related to industrial requirement to improve the employment potential.

Innovation and incubation centre

MIT promotes innovation by creating an ecosystem to motivate students to start their own startup companies.

Preparing 'Industrial Ready' Engineers

MIT imparts intensive training to the students to meet industrial requirements and further enhances to improve and aligned with international standards.

Research and Development

R & D cell is effectively functioning in our college which brings research atmosphere in the college.

PARTICIPATION OF THE TEACHERS IN THE DECISION MAKING BODIES

The various committees have been constituted are IQAC Cell, NSS Committee, Academic committee, Website Development committee, Alumni Association, Students Grievance Redressal Committee etc.

File Description	Documents
Paste link for additional information	https://www.mahagurutech.ac.in/index.php
Upload any additional information	No File Uploaded

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

Response:

The college practices decentralization in most of the activities conducted in the institution. It helps in involving all the student members thus helping each one to come up and contributing their own ideas. During the pandemic situation, the college initiated, 'Online Cultural fest' annual science and technology festival in the year 2020-21 can be taken a case study to exhibit the decentralization and participative management in the institution. Online cultural fest will showcase many technical events that will help the engineering students to unveil their

engineering prowess.

In order to facilitate the decision-making related to academic and administrative activities faster and to ensure complete transparency, various decentralization strategies have been practiced as noted below. An executive committee consisting of the Managing Trustee, Admission Committee, and Research Monitoring Committee (Academics) and the Principal have been constituted to decide on certain policy matters. This committee meets once in a month to review the progress in academic, research, placement etc. Apart from this executive committee, the various committees have been constituted at the institute level are IQAC Cell, NSS Committee, Placement cell, IEDC, Alumni Association, Sexual Harassment Prevention & Women's Grievance Redressal Committee, Anti-Ragging Committee, Mentoring and counseling cell.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Response:

The institutional perspective plan is effectively deployed to focus on bringing quality improvements in the field of:

1. Curriculum planning and implementation
2. Teaching and learning process
3. Research and development
4. Academic Infrastructure
5. Internal Quality Assurance system
6. Student support activities
7. Governance, leadership and management

Institutional Perspective and Strategic Plan has been successfully implemented in the field of Teaching and Learning process. The COVID-19 crisis has forced education systems worldwide to find alternatives to face-to-face instruction. As a result, online teaching and learning have been used by teachers and students on an unprecedented scale. The institution provides various levels of knowledge providing platforms to the students. NPTEL videos,

lectures and notes are given through online platforms. The faculty uses various online resources like Cisco Webex, Google meet to conduct the online teaching process effectively. Google Classroom was used to share assignments, internal exams between teachers and students. For virtual labs, simulation tools and virtual reality were used. Remote laboratories allow the undertaking of experiments through the internet, whereas video-based activities provide a step-by-step overview of a real lab so that students could visualize the whole experimental process through a video.

File Description	Documents
Strategic Plan and deployment documents on the website	**No File Uploaded**
Paste link for additional information	NIL
Upload any additional information	View File

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

Response:

The College has developed a well-structured organizational structure over the years for the smooth and efficient functioning of the College.

Governing Body:

The administration is overseen by the Board of Governors (BOD). Governing body meets regularly and approves the strategic plan, Vision and Mission and the budget based on the strategic plan.

Administrative Setup:

The College administrative setup is headed by the Principal. The administrative decisions are implemented through the Administrative Officer, who is assisted by a team of section officers from the administration and the accounts section.

Service rules and Procedures:

The service rules of the Principal, teaching and non teaching staff is determined by AICTE. All procedures related to admissions, recruitment, leave, promotion, purchase of equipment

and other objects are followed as per rules.

Recruitment:

Recruitment in teaching positions is done after calculating the total requirement of teachers in each academic session which is passed by the Staff Council and then by the Governing Body. Process of recruitment follows the guidelines of AICTE. Recruitment of non-teaching staff is done based on roster following AICTE rules in this regard.

Promotional Policies:

Promotion of the teaching and non-teaching staff is effected based on AICTE rules in this regard.

File Description	Documents
Paste link for additional information	nil
Link to Organogram of the institution webpage	https://drive.google.com/file/d/14oZD59t8x toiLQK_wUQEnzLBG-uYSg93/view?usp=sharing
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	**No File Uploaded**
Screen shots of user inter faces	View File
Any additional information	**No File Uploaded**
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

Response:

Yes, the institution has effective welfare measures for teaching and non teaching staff. The benefits enjoyed by the teaching and non teaching staff include:

Teaching staff

Teaching staffs are getting the following benefits:

Medical leave: The covid affected and quarantine staffs are given medical leave as per government rules.

- : The staffs are provided with free transportation by the management irrespective of their places.

On Duty: The staffs are provided OD for attending FDP, Conferences and examination duties.

Gymnasium facilities: The staffs are provided with good gymnasium facilities

Free Wi-Fi facilities: Free Wi-Fi facilities were provided in the campus.

- Canteen facilities are available with subsidiary rate.

Non Teaching staff

Non teaching staff gets the following benefits

1. : The non teaching staffs is given PF which accounts 25% of their total salary,13% will be given by the management.
2. : The staffs are provided with free transportation by the management irrespective of their places.

Medical leave: The covid affected and quarantine staffs are given medical leave as per government rules.

Gymnasium facilities: The staffs are provided with good gymnasium facilities.

Free Wi-Fi facilities: Free Wi-Fi facilities were provided in the campus.

- **Canteen facilities are available with subsidiary rate.**

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

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

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

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

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

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

14

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	**No File Uploaded**
Reports of Academic Staff College or similar centers	**No File Uploaded**
Upload any additional information	[View File](#)
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	[View File](#)

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

30

File Description	Documents
IQAC report summary	**No File Uploaded**
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	[View File](#)
Details of teachers attending professional development programmes during the year (Data Template)	[View File](#)

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

Response:

A periodic performance appraisal system implemented in MIT is to improve the efficiency of faculty members. The main objectives of

performance appraisal system are assessing the faculty in various aspects like academic administration and research. It helps to identify and correct inefficiencies and provide the necessary direction and guidance in support of each individual faculty member for assurance of quality and integrity. Faculty appraisal system is done based on 3 criteria's:

1. Feedback from students:

It includes 10 students from each class based on their academic performance. Feedback and suggestions discussed in each subjects, analyze each faculty based on this meeting and HOD give report to the principal.

2. Feedback from HOD:

HOD give report which is purely based upon the assessment done by the students depending upon various factors like subject knowledge, presentation skill, audibility, understanding capability & how faculty perform in the department.

3. Faculty self appraisal form:

College management appraises each faculty considering various factors which academic and non academic performance in the college.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1DNDIkP8CmgJHejupuN1fHR74U30IqFBV/view?usp=sharing
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

Response:

MIT conducts internal and external financial audits every year and the reports are submitted to the Management. The audit was regularly conducted by Mr. K.K. Padmanabha Pillai & Co FRN.2502S (chartered accountant, Allepey). In the year of 2020-2021, the

total expenditure was Rs.64239099. The college has an administration office and is under the control of the Management. The college has two administrative officers, one for maintaining admission activities and other for accounts. Duties of accounts department are allocation of funds and budgets, fees collection, tax calculation, salary calculation, purchase for lab and other requirements etc. Duties of admission department are issuing admission forms, data collection based on merit and management admissions, collection of student's certificates etc. At the end of every academic year, financial budgets are prepared in each department and submitted to the Principal. Principal along with Accounts officer prepares the budget for institution. The audit objections being raised by Chartered Accountant are brought to the notice of the trust and anomalies if any will be rectified subsequently noting the objection for future guidance. The Chartered accountant also suggests further improvements in the accounting system for inclusion of various items of expenditure.

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

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

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

1.0196

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

Response:

Mahaguru Institute of Technology promoted by the Sree Gurudeva Charitable and Educational Trust was founded in 2009. With the new strategy and structure MIT aims to dynamically mobilize funds for the infrastructure, land, maintenance, purchase of equipments, salary, advertisements, and transportation facilities. In fact, nearly Rs.28022153 was spent on payment of salaries, maintenance and social security contributions. The project grants from AICTE, tuition fee, funds of PTA, alumni association, research fund and grants are the major sources of institutional income. The Management provides funds for capital expenditure like building and purchase of equipment etc. Only tuition fees are collected from students. No other capitation fee is being collected. The additional fees such as transportation, mess and university exam fees were collected in the office. The audited income and expenditure statement of academic and administrative activities of the previous year is provided. The major expenditure of the college are infrastructure maintenances, advertisement, college festival, cleaning charges, electricity bills, internet charges, counseling charges, transportation maintenance and fuel cost, insurance, placement expenses, stationery expenses etc.

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

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

Response:

Mentoring System

Mentoring is a systematic process focusing on student-staff adviser relationship for improving as well as achieving academic, career, and human values. Eight students were allotted for each staff in concerned department.The students can reveal their academic/personal problems to their Mentors freely and frankly.

Scheme is adapted for the benefits to the students like

- The Mentor should monitor the performance of the students in internal and university examinations and also note their

behaviour.

- **The students should take the prior permission from the Mentor before they are absent themselves from classes.**
- **The mentor must meet their ward at least once in a month.**

- **In addition counseling is offered to the needy students by the counselor.**

Outcome Based Learning Management system

Outcome Based Learning was introduced. Outcome based education is an innovative teaching and learning methodology continuously focusing on the improvement of learning outcomes. The question paper setting was based on Blooms Taxonomy and the course outcomes of a particular course defined by the subject expert, Programme Educational Objectives and Program Outcomes are well communicated and disseminated to the stakeholders. The outcome is measured for each course and the attainment of PO-PEO is calculated.

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

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

Response:

IQAC adopts two practices to enhance the quality of the academic and co-curricular activities of the college in keeping with its vision and mission.

1. **Updating of lesson plans and instructional strategies according to Bloom's Taxonomy**

Faculties are given awareness about blooms taxonomy and the outcome based education. Under IQAC the internal exam committee will regularly monitor and evaluate internal exam question papers. A question paper scrutiny committee has been formed under the supervision of head of the departments along with IQAC for monitoring and implementing all the exam related activities.

1. Academic Auditing

Conducting Academic Audits annually and analyze the performance based on results, research projects, effective curriculum implementation and use of ICT-related pedagogical methodologies. Based on the audit, the IQAC gives constructive feedback to the departments suggesting measures for internal quality enhancement. It makes recommendations for the Departments to do self-evaluation and to set higher goals to meet new challenges.

Based on the information received due to implementation of the above two practices, IQAC, post accreditation, two broad areas where these reforms are reflected are as follows:

- Departments are encouraged to organize Conferences and Seminars.
- Many Industry collaborations are established.

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

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

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://www.mahagurutech.ac.in/iqac.php
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

The Induction Program is designed to make the newly joined students feel comfortable, sensitize them towards exploring their academic interests and activities, reducing competition and making them work for excellence, promote bonding within them, build relations between teachers and students, give a broader view of life, and building of character.

SAFETY AND SECURITY

Security and safety is the major concern of every institution.Highly secured sophisticated hostels. Hygienic food in hostel mess and canteen. Well experienced security in all gates. college campus is under the surveillance of CCTV camera.

COUNSELLING

A counselor was appointed in MAHAGURU INSTITUTE OF TECHNOLOGY Pallickal P.O. Kattachira, Mavelikara on 9th September 2013 to give counseling for the students. In the initial stage the students were reluctant to come for counselling because most of them thought that only students who are not normal will go for counseling.

ICC

Mahaguru Institute of Technology has constituted Internal Complaint Committee (ICC) in pursuance of guidelines issued by Supreme Court, UGC and as per the provisions of the Sexual

Harassment of Women at Workplace (Prevention, Prohibition & Redressal) Act, 2013.

WOMEN'S CELL

A women's cell is functioning in the college with the goal of empowering the women community in the college.

File Description	Documents
Annual gender sensitization action plan	https://drive.google.com/file/d/17VoBrI00P ZCWiMJcVGppVI9cjcP-tHd1/view?usp=sharing
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://drive.google.com/file/d/17VoBrI00P ZCWiMJcVGppVI9cjcP-tHd1/view?usp=sharing

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

C. Any 2 of the above

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

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

Solid waste disposal:

Incineration- Incineration of waste materials converts the waste into ash and heat. Most of our college organic wastes are disposed by incinerating.Pits – Our College also uses a rubbish pit for solid waste disposal. This helps prevent contamination of water supplies and breeding of flies and rats which may spread disease to people in the community.A rubbish pit reduces unpleasant smells and removes household waste from sight.

Rubbish collected is sorted before it is considered for the rubbish pit. Organic materials such as vegetable peelings, etc are used to make compost. Paper waste is sold off to vendors who send it for recycling

Liquid waste disposal:

Our college Sewage consists mostly of grey-water (from sinks, tubs, showers, dishwashers, and clothes washers), black-water (the water used to flush toilets, combined with the human waste that it flushes away);soaps and detergents; and bidets (widely used instead of paper) which are connected to septic tank through Outlet pipes. Labs don't contain harmful acids so that no particular waste treatment is necessary.

E-waste:

E-waste like mother board, resistors and capacitors, transistors, used wires, breadboard etc are sold for intermediary outside college. Old computers have been kept in an isolated room.

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

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

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

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: A. Any 4 or All of the above

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

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

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

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

A. Any 4 or all of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	View File

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

C. Any 2 of the above

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

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	**No File Uploaded**
Details of the Software procured for providing the assistance	**No File Uploaded**
Any other relevant information	**No File Uploaded**

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

Response:

The college is undertaking various initiatives in the form of celebration of days of Eminent personalities National Festivals, NSS, and other such activities to provide for an inclusive environment by bringing students and teachers with diverse background on single platform for creating inclusive environment ,These functions help in developing tolerance harmony towards culture ,region and linguistics and also communal social economics and other diversities. The subject Constitution of India and professional ethics is made mandatory to all students across disciplines. Convocation ceremony is conducted every year, where the convocation address is delivered to inspire and motivate the students for future journey.

Two important national festivals, Republic Day and Independent Day are celebrated every year in the college.All teaching , non teaching staff and students participate for the cause of nation. The inspiring speeches are conducted.

Days celebrated

Date

Sadbhavana diwas,

1 Day(3rd December)

Gandhi jayanti

1 Day(2nd October)

Teachers day

1 Day(5th September)

Yoga day

1 Day(21st June)

Independence day

1 Day(15th August)

Republic day

1 Day(26th January)

Engineering day

1Day(15th September)

NSS day

1 Day(24th September)

Women's day

1 Day(8th March)

World environmental day

1 Day(5th June)

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

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

National Identities and Symbols:

The College has always taken various direct and indirect steps which promote the awareness about various National Identities and Symbols. The College celebrates the Independence Day & Republic Day with great pomp and vigour. The college organizes and celebratesConstitution Day on an annual basis and thus contributes to the spreading of Constitutional values and ideals.

Fundamental Duties and Rights of Indian Citizens:

The Faculties of various departments, have organized various academic and co-curricular activities for the propagation of the Fundamental Duties and Rights of the Indian citizens. The students of have enthusiastically participated in various programs like:

- **Academic programs like Seminar, Conferences,etc which have enriched the awareness about these aspects.**
- **Various activities like poster making competition, etc.**
- **A separate NSS unit is started exclusively to encourage the students and the unit is successfully conducting activities to serve the society.**
- **Organizing various forms of legal aid and legal awareness camps to impart awareness of such issues.**

Constitutional Obligations:

MIT has organized student centric activities like paper, poster & essay competition displays at annual Synergy event etc which have always received huge participation from the students and promoted their awareness about various aspects of Indian citizenship.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://drive.google.com/file/d/1N_cgHNPYF vWhgySTIihBwOpKRhaT-Fba/view?usp=sharing
Any other relevant information	https://drive.google.com/file/d/1N_cgHNPYF vWhgySTIihBwOpKRhaT-Fba/view?usp=sharing

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students,   teachers, administrators and other staff   4. Annual awareness programmes on Code of Conduct are organized   A. All of the above

File Description	Documents
Code of ethics policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

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

Mahaguru Institute of technology College established in 2009. The College offers Engineering courses (B.Tech.) in ECE, CSE, AI, MECH andCE disciplines and Post Graduate (M.Tech.) courses in ECE, CE, MECH specializations in addition to BTech programmes. The College campus with its arboriculture and horticulture is situated away from the hustle and bustle of the city provides a serene and tranquil atmosphere, which is conducive to both teaching and learning processes.

FUTURE PLANS OF THIS INSTITUTE

To be UGC-CPE institute: The institute is accreditated with NAAC and trying to attainNBA Tier-I accreditation. Based on the accomplishments and achievements of the institute, it is planning to apply for UGC-CPE Scheme

To Establish Technology Business lncubation Centre:

As there is considerable scope for innovations and consultancy frorrr the nearby industries. Therefore. it is planned to establish TBI Centre with all latest and hi-tech equipment to fulfil the requirement of nearby industries in respect of testing" calibration, consultancy in research etc.

To obtain ATAL Rankings: It will try to obtain better position ATAL rankings.

Construction of Auditorium for 1000 Students Capacity: At present. this institution has only one auditorium of capacity, around _500 audiences. Considering the present/future

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	[View File](#)
Geo tagged photographs of some of the events	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.2 - Best Practices

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

MOOC LEARNING SKILLS OF TOMMORROW

Objectives of the Practice:

- **To help the students to enhance their employment potential**

- **To provide a platform to students to facilitate them for digital courses**

- **To encourage the students to pursue online courses according to their learning goals, prior knowledge and skills**

- **To promote the IT literacy among students**

- **To inculcate the habit of self-study**

Student Mentoring Programme

Aim of the practice: •

To counsel students and to interact with them for doubt clearance and problem solving •

To improve teacher-student relationship •

To guide students to choose right career paths for job, higher studies, entrepreneurship, etc

- **To train students for improving their behavior and quality of life in the society.**

File Description	Documents
Best practices in the Institutional website	https://www.mahagurutech.ac.in/best_practices.php
Any other relevant information	nil

7.3 - Institutional Distinctiveness

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

Vision & Mission of the Institute

VISION

"Emerge as a world class technical and research institution dedicated to the pursuit of knowledge and development."

MISSION

"Impart quality technical education to mould responsible and intellectually thriving engineers who will contribute substantially to the society and the world."

Innovation & Entrepreneurship Development Cell (IEDC)

Objectives

i) To promote knowledge based and innovation driven enterprises.

ii) To facilitate generation of entrepreneurship and self-employment opportunities for S & T persons.

iii) To facilitate the information dissemination.

iv) To generate employment through technical skill development using Science & Technology infrastructure.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

- **MIT is affiliated to Kerala Technological University and meticulously follows the curriculum offered by the university.**
- **Curriculum, scheme and syllabus including course objectives, total credit, text books/reference books to be followed and the evaluation pattern are also provided by the universities.**
- **With reference to the university schedule, academic calendars are published by the college. Before the semester commences, the subjects are allotted to the concerned faculty based on their specialization and experience.**
- **To ensure effective curriculum delivery, every faculty member must submit a syllabus teaching plan to the heads of the department at the beginning of each semester.**
- **Faculty maintain course files, which contain: Individual time table, syllabus, teaching plan, assignment/ tutorial questions, attendance, internal assessment marks and university question papers.**
- **The faculty uses various online platforms, modern teaching aids and online resource to conduct classes more effectively.**
- **Student feedback is obtained during the class committee meetings held periodically through online meetings.**
- **The HODs periodically review the progress in the syllabus completion and also the performance of the students.**
- **In addition, every semester KTU is conducting academic auditing, which includes the assessment of course delivery as per the curriculum and syllabus**

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

1.1.2 - The institution adheres to the academic calendar including for the conduct of

Continuous Internal Evaluation (CIE)

Before the commencement of the academic year, the Institution prepares and publishes 'Academic calendar' containing the relevant information regarding the teaching learning schedule (working days), events to be organized, holidays, dates of internal, semester examination etc. The academic calendar is prepared so that teachers should know all the activities regarding continuous internal evaluation process and it is also published on website of the college and displayed in the Principal's office. The students' academic progress is monitored regularly by continuous internal evaluation, seminars, project work, and semester examinations. The review of internal assessment is taken by the Principal. For its implementation, Examination committee is formed at the college level which monitor overall internal assessment process and its record is maintained at college level. Every department has to submit the compliance of the academic calendar as part of their annual submissions. In addition the internal audit conducted which ensures the compliance to verify with documentary evidence. The teacher plans the teaching and evaluation schedule of subject. The type and schedule of internal evaluation is Planned in consultation with the head of the department. Then the Academic calendar is forwarded to the IQAC. IQAC compiles the inputs received from the various departments and a comprehensive plan is prepared and uploaded on the college website.

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

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation	C. Any 2 of the above

process of the affiliating University

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

26

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	**No File Uploaded**
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

79

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

174

File Description	Documents
Any additional information	**No File Uploaded**
Details of the students enrolled in Subjects related to certificate/Add-on programs	[View File](#)

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

Our Institution integrates Cross-cutting issues of the society like Moral Values, Human Values, Professional Ethics, Ethical Values, Gender Equality, Environmental Awareness, which are inseparable part of our curriculum.

The compulsory course "Life skill" for 1st year & "Professional Ethics" are important part of Curriculum. The common course "Principles of Management" is a basic part of curriculum of third year. Students will be able to understand the importance of ethics and values in their personal, social & professional life after studying these courses. College celebrates days of National and International importance as Republic day, Women's day, Independence Day, Teacher`s day, Human Right Day, International Yoga Day etc. These celebrations nurture the moral, ethical and social values in the students.

The college has Internal complaint committee, Grievance Redressal Committee to provide counseling to students, promote gender equity among students and also deal with related issues of safety and security of female students, staff and faculty. The college campus is secured with CCTV and high level security. There are separate Boys & Girls hostel for providing the safe environment to all students.

College celebrates the day of National importance as Earth day, Environment day and Ozone day.

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

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

8

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	**No File Uploaded**
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships

21

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the	**B. Any 3 of the above**

institution from the following stakeholders Students Teachers Employers Alumni	

File Description	Documents
URL for stakeholder feedback report	https://drive.google.com/file/d/1ZMHaK4vVRcnECM-XAtbyWq3XzET-chK0/view?usp=sharing
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	**No File Uploaded**
Any additional information	**No File Uploaded**

1.4.2 - Feedback process of the Institution may be classified as follows	**C. Feedback collected and analyzed**

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://drive.google.com/drive/folders/1Vll4AnC1LtlsHwFBvtYlMv3bPM-W2Hew?usp=sharing

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

157

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

29

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

2.2 - Catering to Student Diversity

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

- The student profile is analysed and the marks scored by the student in the qualifying examination are identified. The PCM (Physics, Chemistry, and Mathematics) marks give an idea of the learning level of the student. Students with low marks are identified as slow learners.

To bridge the gap between the slow learners and the advanced learners, bridge courses are conducted before the beginning of first semester.

The strategies adopted to improve the learning level during the course are:

- Class committee meetings are conducted during the beginning, middle and end of the semester. The class committee consists of the faculty members handling the courses, chairman and student representatives.

The course outcome and the course objectives are provided to the students in the class committee meeting held at the beginning of the course.

- Remedial classes followed by retest are conducted after internal examinations.
- The class room teaching accompanied with videos, practical examples make the students understand at a higher speed.
- Special tutorial classes are conducted whenever required.
- Interaction with industry experts are arranged through which the experts share their industrial experience with the students.

- **The digital library is made available to all the students.**

File Description	Documents
Paste link for additional information	https://www.youtube.com/playlist?list=PLi FDo4GvOcYVbsC3AlVDcPfGj4mXQ1sQA
Upload any additional information	**No File Uploaded**

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
661	**63**

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Experiential Learning

· Internships are arranged for the students which will help them to acquire a direct exposure and to learn directly from the industry.

· Lab sessions are provided for important theory papers which will help the students to understand the basic concepts through practical experimentation.

· Workshops in relevant fields are provided which will help the students to gain practical knowledge through experimentation.

· Guest lectures are provided to the students to gain additional knowledge in the respective field.

Participative Learning

· The faculty usually begins the class hours after a discussion regarding the previous class hour topic and thus making the student participative.

· Question answer session or a doubt clearance session is conducted at the end of class hour thus making the students participative.

· Seminars are conducted during class hours which will help the student to explore, learn and present the topic in the class.

· Blended learning in which e-learning is combined with traditional classroom teaching, which will help the students to become more student centric.

·Quiz sessions in relevant topics are conducted during the class hours which will make the learning student centric.

· Mini projects, projects guided by the faculty are implemented by the students which will help them in participative learning.

Problem solving methodologies

· Tutorial classes are provided as a part of problem-solving methodology in which problems at different levels are solved.

· Aptitude training and logical reasoning training are provided to the students so as to improve their aptitude and reasoning skills and also as a part of placement training. Tests are also conducted to find the ability of the students to handle aptitude, logical and reasoning tests.

· Assignments are provided which will help them to explore different learning resources and to develop learning skills.

· Study materials are provided to the students which include additional problems and theoretical notes apart from regular class hour notes, to promote self- study among the students.

File Description	Documents
Upload any additional information	**No File Uploaded**
Link for additional information	NIL

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

In addition to chalk and talk method of teaching, the faculty members are using the ICT enabled learning tools such as PPT, Video lectures, You Tube Videos and other online e- sources to expose the students for advanced knowledge and practical learning.

All the teachers are well talented with the latest technology and use ICT -enabled tools in the teaching-learning process.

Commonly used ICT tools in the institution are Personal Computers, Tablets, Smart Boards, LCD Projectors, Over-head projectors, Audio-visual aids, various online platforms like Zoom, Google classrooms, Webex etc. along with various softwares and e-resources.

The college campus is covered with Wi-Fi and LAN based facilities which are powered by high bandwidth dedicated lease line which is effectively utilized for teaching-learning process.

The Institution has facilities for conducting online classes / webinars/ teleconferencing / online exams to enhance teaching-learning process.

Students and faculty members utilize e-reference books and e-journals available in the central library for preparation of assignments and research studies.

Teachers and students can access various online e-resources including MOOC and NPTEL SWAYAM programs.

File Description	Documents
Upload any additional information	**No File Uploaded**
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

48

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

63

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	**No File Uploaded**
List of the faculty members authenticated by the Head of HEI	**No File Uploaded**

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

5

File Description	Documents
Any additional information	**No File Uploaded**
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

337

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

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The internal assessment is made transparent and robust by the following methods

- **The academic calendar published at the beginning of every academic year will have the number of working days, holidays, dates for internal examinations, assignment submission, model examination etc.**

- **Confidentiality and transparency in internal examination: Two different sets of question papers are prepared by two faculty members (subject handling faculty and another faculty) and submitted to the exam cell. The exam cell scrutinizes the questions and selects any one from the two just one day before the conduction of internal examination of the particular subject. The answer sheets of internal examination are valued by centralized**

valuation under the supervision of exam cell.

- The mark report is published in the notice board and student grievances if any are addressed.

The marks are intimated to the parents through the progress report. Remedial classes followed by retest are also conducted for the failures in the internal examination.

- The number of internal tests varies from 2 to 3 in a semester. They are conducted at regular intervals as shown in the academic calendar.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	NIL

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

The examination related grievances is made transparent, time bound and efficient by the following strategies

- The internal examination answer sheets after valuation are distributed to the students by the corresponding faculty. The answer sheets are distributed within three days after the completion of internal examination.
- The answer sheets are verified by the students and the related grievances if any are reported to the concerned faculty. The grievances may arise in terms of the amount of marks allotted, calculation mistakes etc.
- The faculty addresses the grievances personally and makes sure that the student is completely satisfied with the valuation.
- The unsolved grievances (if any) are reported to the HODs and the HODs make sure that they are solved immediately. The HODs make sure that the action taken against the student grievance solves the issue and the student is satisfied.

- The final report of marks for all subjects is published in the notice board within 5 days after the completion of

internal examination.

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	NIL

2.6 - Student Performance and Learning Outcomes

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

The program outcome, program specific outcomes and course outcome for all programs are communicated to teachers and students by the following ways

- **The program outcome and program specific outcome are displayed in the department staff room.**
- **Program outcome, program specific outcome, course outcome are displayed in the college website.**
- **The program outcome, program specific outcome and course outcome are also communicated to the students in the beginning of a semester through the class committee meeting.**

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	https://www.mahagurutech.ac.in/co_po.php
Upload COs for all Programmes (exemplars from Glossary)	View File

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

The program outcome, program specific outcome and course outcome are evaluated and steps are taken to improve the level of attainment.

The Institution took care of the attainment to measure the POs, PSOs and COs and implemented the mechanism as follows:

The institute follow the Academic Calendar of our affiliated university KTU.

All the subject teachers maintained Academic Diary in every academic year.

Internal examination committee analyzed evaluation reports of results.

Internal audits are conducted in every semester.

The knowledge and skills described by the course outcomes are mapped to specific problems on University Examination, internal exams and home assignment.

At the end of each semester, university conducts examinations based on the result published by university the course outcomes are measured. Assignments are given at the end of each module. The assignments are provided to students and they refer the text books and good reference books to find out the answers and understand the expected outcome of the given problem.

The program outcomes and Program Specific outcomes are assessed with the help of course outcomes of the relevant courses through direct and indirect methods.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	https://drive.google.com/drive/folders/1pe8S2YSfqZx2YcxehlDrrDH63RRiUHEG?usp=sharing

2.6.3 - Pass percentage of Students during the year

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

75

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<u>View File</u>
Upload any additional information	**No File Uploaded**
Paste link for the annual report	<u>NIL</u>

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://www.mahagurutech.ac.in/pdf/Survey%202020-2021.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

1

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

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

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

0

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

3.2 - Innovation Ecosystem

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

Mahaguru Institute of Technology (MIT) understands that entrepreneurship is the future of the global economy and has realized the shift in temperament towards self-employment. The institution is in the mission of aiding young aspiring entrepreneurs as global forecasts say that almost one third of millennials today aspire to some form of entrepreneurial venture.

MIT is going to set up a conducive ecosystem for the startup culture to flourish with the best infrastructure, training, and mentorship. The Entrepreneurship Development Cell strives to identify, nurture and support budding entrepreneurs. The extensive efforts showed results with a large number of Alumni starting their independent ventures. The institution indeed takes pride in the shaping young Men & Women who aspire to change the future and be part of their journey.

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

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

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

9

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

3.3 - Research Publications and Awards

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

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

5

File Description	Documents
URL to the research page on HEI website	nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	**No File Uploaded**

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

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

6

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

3

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Our institution envisions its mission for "Holistic Development" of students, where it fosters educating and empowering the learners to realize their potential through righteous blending of knowledge, skills, and values for serving the society.

The college is progressively involved in conducting the outreach programmes for the welfare of the

society and sensitizing the budding engineers towards social issues.

Response:

Institute NSS Unit and First Year Coordinators organizes every year the orientation program for the first years to inculcate the importance of community service to sensitize and motivate

them to enroll for the said programs. The extension activities by the above programs to inculcate volunteers towards social issues and holistic development in the neighborhood community in terms of impact and sensitizing students.

National Service Scheme (NSS):

The college has undertaken several initiatives through which the students have contributed to the local community and addressed various social issues. MIT has deployed many practices to enhance Societal Empowerment among students through various activities.

File Description	Documents
Paste link for additional information	https://www.mahagurutech.ac.in/nss.php
Upload any additional information	No File Uploaded

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

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

0

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

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

6

File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

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

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

100

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

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

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

0

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	No File Uploaded

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

6

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	**No File Uploaded**
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

Our college aims to provide world class infrastructure adequate for professional and personal growth ofengineering students as well as to meet the academic and administrative requirements of the college.36classrooms are available inside the campus with smart learning that includes LCD projectors and also there isthe facility of public announcement system. Our college land requirements, all class rooms and laboratoriesare complying with AICTE and University norms. A library of area 4000 sq.m, a seminar hall of area 247sq.m and a conference hall of area 135 sq.m are available in our campus.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://docs.google.com/spreadsheets/d/1ujJ-eAnKUm4fR-5IByvTtczTYqtIuviO/edit?usp=sharing&ouid=114490377606664017781&rtpof=true&sd=true

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

MIT has multiple facilities on campus to promote sports, games and cultural activities. College hasfacilities for students and staff to play Volleyball, Cricket, and Football. Hostels are equipped with indoorgame facilities. The College has a good collection of sports materials. The students can use the facility weeklyone hour as per the time table and from 4.30pm to 6pm after class time. They can use the facilities on holidaysalso. Sports Meets are conducted annually. A well equipped gymnasium with an area of 500 sq.ft is availablein the college boy's hostel. Various programmes on topics related to health, hygiene, yoga and safety areconducted for the benefit of the students. Art of living courses were conducted as a part of yoga. A room withan area of 500 sqft is available for conducting yoga classes. Festivals like Onam and Christmas are celebratedwith various cultural programs of the students. A room with an area of 800 sqft is available for practice andperformance of different cultural programs like dance, drama, music, mime etc. Musical instruments such as Violin,Guitar,and Keyboard are available for cultural activities.College Day is conducted annually.

Fresher'sday is conducted to welcome the fresher.Various quiz programmes are conducted as part of departmental association activities.

The College has necessary infrastructure to promote sports and games.

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

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

42

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://drive.google.com/drive/folders/1yww9EkH52B3jSDOsmMZqyhTp65CrFzX1?usp=sharing
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

477.46

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	**No File Uploaded**
Upload Details of budget allocation, excluding salary during the year (Data Template	View File

4.2 - Library as a Learning Resource

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

Resources and Services: Collections are organized according to Dewey Decimal Classification Scheme and follows Open access policy. Library is manned by qualified professionals who are instrumental in organizing the library and in providing hassle free services to the users.

Name of ILMS software: : LIMA, library module of ZEED (Ver 2.0)

LIMA is the ILMS used for library functions. LIMA is the library module of ZEED (Ver 2.0), proprietary software offered by ZentApps, Trivandrum. Circulation, Cataloguing and Information Retrieval are automated through LIMA which works on

Cloud. Serial control and acquisition are being incorporated in LIMA.

• **Nature of automation (fully or partially):partial**

• **Version:2**

• **Year of Automation: 2015 (switching over to LIMA from Libsys)**

File Description:

Books are arranged according to DDC Scheme Bay /Guide cards are displayed in the stalk bay for ease of the users. Each book is assigned with a Call Number which consists of a Class Number and Book Number. Class Number indicates the subject dealt in the book. Book Number individualizes a book from among others having same Class Number. Members are advised to consult OPAC on terminals provided in the library first before proceeding to shelves. Collections are Open access.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	[nil](nil)

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	**B. Any 3 of the above**

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

2.19337

File Description	Documents
Any additional information	View File
Audited statements of accounts	**No File Uploaded**
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

25

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

With the expansion of the college, it is vital to develop the IT infrastructure. The college has developed an environment for creation and augmentation of IT infrastructure in order to promote a good teaching-learning atmosphere. IT infrastructure refers to the combination of hardware, software, network resources and services required for the operation and management of an IT environment. The college has online software support services for students, parents and teachers. The teachers can upload internal exam marks, attendance and notes. The students and parents can access these services online, whereby parents can monitor their ward's performance. The computer centre in our college helps both the students and faculty members to utilize the internet facility as per their necessity and enrich their level of knowledge. The IT infrastructure of our college helps to conduct online bank exams, gate exams and other competitive exams. Our college campus networking uses coaxial cables (CAT6) and fiber optic cables. Wi-Fi facility is available in the college and can be accessed within an area of 50m.Cloud server is used in the

college which is hosted at Singapore, with 4GB RAM and 60 GB hard disk space. Our college has virtual project server with domain name svnce.zentapps.com.

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

4.3.2 - Number of Computers

155

File Description	Documents
Upload any additional information	View File
List of Computers	**No File Uploaded**

4.3.3 - Bandwidth of internet connection in the Institution	**A. ? 50MBPS**

File Description	Documents
Upload any additional Information	**No File Uploaded**
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

477.46388

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

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

At the beginning of each semester all the facilities in the classrooms are inspected for maintenance. Stock rectification of library books, periodicals and reference books,re-bindingof library books and binding of journals into Back volumes are done periodically.

Laboratory maintenance is done at beginning of each semester in accordance with respective department labcriteria.Computers are always kept updated with the latest software to cater to the needs of the students. Under the guidance of physical instructor proper maintenance is being done for the sports equipments including gymnasium.

The college has a diesel generator of 125KVA to ensure uninterrupted power supply. The services and maintenance of infrastructure facilities are managed by plumber, electrician, canteen manager and PRO forvehicles. College hires masons, carpenters and workshop technicians as per need. College is maintaining ahouse keeping division headed by a supervisor. Under the supervisor, last grade staffs are appointed for cleaning classrooms, lab, toilets, hostel compound etc. College has employed staff for maintaining a beautifulgarden in college campus. For improving the physical ambience of the campus, several initiatives are taken asper necessity like painting and white washing of building and labs, ground-men for maintaining grounds,lawns and upkeep of plants.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

29

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

0

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	**No File Uploaded**

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

A. All of the above

File Description	Documents
Link to Institutional website	https://drive.google.com/file/d/1yd6_VzNHzppAgMfmFEcBa-5yd0TeZ28T/view?usp=sharing
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

240

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

240

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

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

55

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	**No File Uploaded**
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

1

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	**No File Uploaded**
Details of student progression to higher education	View File

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

government examinations)

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

1

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

5.3 - Student Participation and Activities

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

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

0

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

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Based on a democratic election process a student's council was formed. Student's Council is a body comprising of 21 students

representing all the classes with one student from each class. Student's Council Committee nominates the academic and administrative committee members. Administrative committee is again subdivided into Women Cell, cultural, technical and sports committee. Academic Committee is again sub divided into class committee, disciplinary and Industrial Visit committee. The first Student's Council of the college was started on November 11, 2012. During this tenure, the council conducted various academic and extra-curricular programs and initiated student's welfare activities.

Every year student's body organizes several activities to mark state level and national festivities to raise awareness on meaningful social issues and also participates in cultural fests and sports competitions across the country, proudly representing the college. Some of the events and activities are also organized by our students in the college itself. The cultural committee is in charge of all these activities.

Due to the pandemic situation most of the programs like cultural, technical were conducted online .On Independence Day, the National flag is hoisted in the college premises and sweets are distributed to everyone. Festivals like Onam, Christmas, Eid, Holi are all celebrated by the students and staff of the college with equal spirit and enthusiasm every year.

Teacher?s performance is being evaluated based on the feedback from the class committee and their suggestions are looked in to. While taking disciplinary action against students, suggestions from the disciplinary committee is also considered. Branch wise sports events such as football, cricket, badminton etc are held every year in the guidance of the sports committee. Library, internet and other facilities required for smooth conduct of the class are evaluated on the basis of the feedback from the class committee.

Our college has an effective board of studies to make improvement in the daily academic activity. The student?s council always puts forward their suggestion to the board of studies for improving academic program.

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

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

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

4

File Description	Documents
Report of the event	View File
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

The alumni association of our college is named as 'SVNCE Alumni Association? (SVNCEAA). The alumni association is a registered one with registration number ALP/TC/611. The alumni association has always been an active participant towards the development of SVNCE. It has contributed to the development of our college in various ways.

VISION: The vision is to serve as an entity that binds the alumni and the college in future endeavors and thus mutually benefitting each other.

MISSION: The mission is to foster a spirit of union between the members of the alumni and the college that will act as resourceful means for collective efforts towards the

development of the institution and the students. To establish a sound relationship between the alumni and the college that will procure support in attaining objectives and help in carrying the spirit and tradition of the institution.

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

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

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Response:

VISION

The vision articulated for the college is to emerge as a world class technical and research institution dedicated to the pursuit of knowledge and development.

MISSION

To impart quality technical education to mould responsible and intellectually thriving engineers who will contribute substantially to the society and the world.

NATURE OF GOVERNANCE

The governing council is constituted by management representatives, Principal and external education expert which conducts meeting twice in a year and decisions are taken which are beneficial for the students.

PERSPECTIVE PLAN

Academic Excellence

The college conducted add-on courses related to industrial requirement to improve the employment potential.

Innovation and incubation centre

MIT promotes innovation by creating an ecosystem to motivate students to start their own startup companies.

Preparing 'Industrial Ready' Engineers

MIT imparts intensive training to the students to meet industrial requirements and further enhances to improve and aligned with international standards.

Research and Development

R & D cell is effectively functioning in our college which brings research atmosphere in the college.

PARTICIPATION OF THE TEACHERS IN THE DECISION MAKING BODIES

The various committees have been constituted are IQAC Cell, NSS Committee, Academic committee, Website Development committee, Alumni Association, Students Grievance Redressal Committee etc.

File Description	Documents
Paste link for additional information	https://www.mahagurutech.ac.in/index.php
Upload any additional information	**No File Uploaded**

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

Response:

The college practices decentralization in most of the activities conducted in the institution. It helps in involving all the student members thus helping each one to come up and contributing their own ideas. During the pandemic situation, the college initiated, 'Online Cultural fest' annual science

and technology festival in the year 2020-21 can be taken a case study to exhibit the decentralization and participative management in the institution. Online cultural fest will showcase many technical events that will help the engineering students to unveil their engineering prowess.

In order to facilitate the decision-making related to academic and administrative activities faster and to ensure complete transparency, various decentralization strategies have been practiced as noted below. An executive committee consisting of the Managing Trustee, Admission Committee, and Research Monitoring Committee (Academics) and the Principal have been constituted to decide on certain policy matters. This committee meets once in a month to review the progress in academic, research, placement etc. Apart from this executive committee, the various committees have been constituted at the institute level are IQAC Cell, NSS Committee, Placement cell, IEDC, Alumni Association, Sexual Harassment Prevention & Women's Grievance Redressal Committee, Anti-Ragging Committee, Mentoring and counseling cell.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Response:

The institutional perspective plan is effectively deployed to focus on bringing quality improvements in the field of:

1. Curriculum planning and implementation
2. Teaching and learning process
3. Research and development
4. Academic Infrastructure
5. Internal Quality Assurance system
6. Student support activities
7. Governance, leadership and management

Institutional Perspective and Strategic Plan has been successfully implemented in the field of Teaching and Learning

process. The COVID-19 crisis has forced education systems worldwide to find alternatives to face-to-face instruction. As a result, online teaching and learning have been used by teachers and students on an unprecedented scale. The institution provides various levels of knowledge providing platforms to the students. NPTEL videos, lectures and notes are given through online platforms. The faculty uses various online resources like Cisco Webex, Google meet to conduct the online teaching process effectively. Google Classroom was used to share assignments, internal exams between teachers and students. For virtual labs, simulation tools and virtual reality were used. Remote laboratories allow the undertaking of experiments through the internet, whereas video-based activities provide a step-by-step overview of a real lab so that students could visualize the whole experimental process through a video.

File Description	Documents
Strategic Plan and deployment documents on the website	**No File Uploaded**
Paste link for additional information	NIL
Upload any additional information	View File

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

Response:

The College has developed a well-structured organizational structure over the years for the smooth and efficient functioning of the College.

Governing Body:

The administration is overseen by the Board of Governors (BOD). Governing body meets regularly and approves the strategic plan, Vision and Mission and the budget based on the strategic plan.

Administrative Setup:

The College administrative setup is headed by the Principal. The administrative decisions are implemented through the Administrative Officer, who is assisted by a team of section

officers from the administration and the accounts section.

Service rules and Procedures:

The service rules of the Principal, teaching and non teaching staff is determined by AICTE. All procedures related to admissions, recruitment, leave, promotion, purchase of equipment and other objects are followed as per rules.

Recruitment:

Recruitment in teaching positions is done after calculating the total requirement of teachers in each academic session which is passed by the Staff Council and then by the Governing Body. Process of recruitment follows the guidelines of AICTE. Recruitment of non-teaching staff is done based on roster following AICTE rules in this regard.

Promotional Policies:

Promotion of the teaching and non-teaching staff is effected based on AICTE rules in this regard.

File Description	Documents
Paste link for additional information	nil
Link to Organogram of the institution webpage	https://drive.google.com/file/d/14oZD59t8 xtoiLQK_wUQEnzLBG-uYSg93/view?usp=sharing
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	**No File Uploaded**
Screen shots of user inter faces	View File
Any additional information	**No File Uploaded**
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

Response:

Yes, the institution has effective welfare measures for teaching and non teaching staff. The benefits enjoyed by the teaching and non teaching staff include:

Teaching staff

Teaching staffs are getting the following benefits:

Medical leave: The covid affected and quarantine staffs are given medical leave as per government rules.

- **: The staffs are provided with free transportation by the management irrespective of their places.**

On Duty: The staffs are provided OD for attending FDP, Conferences and examination duties.

Gymnasium facilities: The staffs are provided with good gymnasium facilities

Free Wi-Fi facilities: Free Wi-Fi facilities were provided in the campus.

- **Canteen facilities are available with subsidiary rate.**

Non Teaching staff

Non teaching staff gets the following benefits

1. : The non teaching staffs is given PF which accounts 25% of their total salary,13% will be given by the management.
2. : The staffs are provided with free transportation by the management irrespective of their places.

Medical leave: The covid affected and quarantine staffs are given medical leave as per government rules.

Gymnasium facilities: The staffs are provided with good gymnasium facilities.

Free Wi-Fi facilities: Free Wi-Fi facilities were provided in the campus.

- Canteen facilities are available with subsidiary rate.

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

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

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

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

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

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

14

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	**No File Uploaded**
Reports of Academic Staff College or similar centers	**No File Uploaded**
Upload any additional information	<u>View File</u>
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<u>View File</u>

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

30

File Description	Documents
IQAC report summary	**No File Uploaded**
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	<u>View File</u>
Details of teachers attending professional development programmes during the year (Data Template)	<u>View File</u>

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

Response:

A periodic performance appraisal system implemented in MIT is to improve the efficiency of faculty members. The main objectives of performance appraisal system are assessing the faculty in various aspects like academic administration and research. It helps to identify and correct inefficiencies and provide the necessary direction and guidance in support of each individual faculty member for assurance of quality and integrity. Faculty appraisal system is done based on 3 criteria's:

1. Feedback from students:

It includes 10 students from each class based on their academic performance. Feedback and suggestions discussed in each subjects, analyze each faculty based on this meeting and HOD give report to the principal.

2. Feedback from HOD:

HOD give report which is purely based upon the assessment done by the students depending upon various factors like subject knowledge, presentation skill, audibility, understanding capability & how faculty perform in the department.

3. Faculty self appraisal form:

College management appraises each faculty considering various factors which academic and non academic performance in the college.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1DNDIkP8CmgJHejupuN1fHR74U30IqFBV/view?usp=sharing
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

Response:

MIT conducts internal and external financial audits every year

and the reports are submitted to the Management. The audit was regularly conducted by Mr. K.K. Padmanabha Pillai & Co FRN.2502S (chartered accountant, Allepey). In the year of 2020-2021, the total expenditure was Rs.64239099. The college has an administration office and is under the control of the Management. The college has two administrative officers, one for maintaining admission activities and other for accounts. Duties of accounts department are allocation of funds and budgets, fees collection, tax calculation, salary calculation, purchase for lab and other requirements etc. Duties of admission department are issuing admission forms, data collection based on merit and management admissions, collection of student's certificates etc. At the end of every academic year, financial budgets are prepared in each department and submitted to the Principal. Principal along with Accounts officer prepares the budget for institution. The audit objections being raised by Chartered Accountant are brought to the notice of the trust and anomalies if any will be rectified subsequently noting the objection for future guidance. The Chartered accountant also suggests further improvements in the accounting system for inclusion of various items of expenditure.

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

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

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

1.0196

File Description	Documents
Annual statements of accounts	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

Response:

Mahaguru Institute of Technology promoted by the Sree Gurudeva Charitable and Educational Trust was founded in 2009. With the new strategy and structure MIT aims to dynamically mobilize funds for the infrastructure, land, maintenance, purchase of equipments, salary, advertisements, and transportation facilities. In fact, nearly Rs.28022153 was spent on payment of salaries, maintenance and social security contributions. The project grants from AICTE, tuition fee, funds of PTA, alumni association, research fund and grants are the major sources of institutional income. The Management provides funds for capital expenditure like building and purchase of equipment etc. Only tuition fees are collected from students. No other capitation fee is being collected. The additional fees such as transportation, mess and university exam fees were collected in the office. The audited income and expenditure statement of academic and administrative activities of the previous year is provided. The major expenditure of the college are infrastructure maintenances, advertisement, college festival, cleaning charges, electricity bills, internet charges, counseling charges, transportation maintenance and fuel cost, insurance, placement expenses, stationery expenses etc.

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

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

Response:

Mentoring System

Mentoring is a systematic process focusing on student-staff adviser relationship for improving as well as achieving academic, career, and human values. Eight students were allotted for each staff in concerned department.The students can reveal their academic/personal problems to their Mentors freely and frankly.

Scheme is adapted for the benefits to the students like

- The Mentor should monitor the performance of the students in internal and university examinations and also note their behaviour.
- The students should take the prior permission from the Mentor before they are absent themselves from classes.
- The mentor must meet their ward at least once in a month.

- In addition counseling is offered to the needy students by the counselor.

Outcome Based Learning Management system

Outcome Based Learning was introduced. Outcome based education is an innovative teaching and learning methodology continuously focusing on the improvement of learning outcomes. The question paper setting was based on Blooms Taxonomy and the course outcomes of a particular course defined by the subject expert, Programme Educational Objectives and Program Outcomes are well communicated and disseminated to the stakeholders. The outcome is measured for each course and the attainment of PO-PEO is calculated.

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

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of

operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

Response:

IQAC adopts two practices to enhance the quality of the academic and co-curricular activities of the college in keeping with its vision and mission.

1. **Updating of lesson plans and instructional strategies according to Bloom's Taxonomy**

Faculties are given awareness about blooms taxonomy and the outcome based education. Under IQAC the internal exam committee will regularly monitor and evaluate internal exam question papers. A question paper scrutiny committee has been formed under the supervision of head of the departments along with IQAC for monitoring and implementing all the exam related activities.

1. **Academic Auditing**

Conducting Academic Audits annually and analyze the performance based on results, research projects, effective curriculum implementation and use of ICT-related pedagogical methodologies. Based on the audit, the IQAC gives constructive feedback to the departments suggesting measures for internal quality enhancement. It makes recommendations for the Departments to do self-evaluation and to set higher goals to meet new challenges.

Based on the information received due to implementation of the above two practices, IQAC, post accreditation, two broad areas where these reforms are reflected are as follows:

- **Departments are encouraged to organize Conferences and Seminars.**
- **Many Industry collaborations are established.**

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

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://www.mahagurutech.ac.in/iqac.php
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

The Induction Program is designed to make the newly joined students feel comfortable, sensitize them towards exploring their academic interests and activities, reducing competition and making them work for excellence, promote bonding within them, build relations between teachers and students, give a broader view of life, and building of character.

SAFETY AND SECURITY

Security and safety is the major concern of every institution.Highly secured sophisticated hostels. Hygienic food in hostel mess and canteen. Well experienced security in all gates. college campus is under the surveillance of CCTV camera.

COUNSELLING

A counselor was appointed in MAHAGURU INSTITUTE OF TECHNOLOGY Pallickal P.O. Kattachira, Mavelikara on 9th September 2013 to give counseling for the students. In the initial stage the students were reluctant to come for counselling because most of them thought that only students who are not normal will go for counseling.

ICC

Mahaguru Institute of Technology has constituted Internal Complaint Committee (ICC) in pursuance of guidelines issued by Supreme Court, UGC and as per the provisions of the Sexual Harassment of Women at Workplace (Prevention, Prohibition & Redressal) Act, 2013.

WOMEN'S CELL

A women's cell is functioning in the college with the goal of empowering the women community in the college.

File Description	Documents
Annual gender sensitization action plan	https://drive.google.com/file/d/17VoBrI00PZCWiMJcVGppVI9cjcP-tHd1/view?usp=sharing
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://drive.google.com/file/d/17VoBrI00PZCWiMJcVGppVI9cjcP-tHd1/view?usp=sharing

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	C. Any 2 of the above

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

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

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

```
Solid waste disposal:

Incineration- Incineration of waste materials converts the
waste into ash and heat. Most of our college organic wastes are
disposed by incinerating.Pits – Our College also uses a rubbish
pit for solid waste disposal. This helps prevent contamination
of water supplies and breeding of flies and rats which may
spread disease to people in the community.A rubbish pit reduces
unpleasant smells and removes household waste from sight.

Rubbish collected is sorted before it is considered for the
rubbish pit. Organic materials such as vegetable peelings, etc
are used to make compost. Paper waste is sold off to vendors
who send it for recycling

Liquid waste disposal:

Our college Sewage consists mostly of grey-water (from sinks,
tubs, showers, dishwashers, and clothes washers), black-water
(the water used to flush toilets, combined with the human waste
that it flushes away);soaps and detergents; and bidets (widely
used instead of paper) which are connected to septic tank
through Outlet pipes. Labs don't contain harmful acids so that
no particular waste treatment is necessary.

E-waste:

E-waste like mother board, resistors and capacitors,
transistors, used wires, breadboard etc are sold for
intermediary outside college. Old computers have been kept in
an isolated room.
```

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

7.1.4 - Water conservation facilities available in the Institution: Rain water	`A. Any 4 or all of the above`

harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

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

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. Restricted entry of automobiles 2. Use of bicycles/ Battery-powered vehicles 3. Pedestrian-friendly pathways 4. Ban on use of plastic 5. Landscaping	A. Any 4 or All of the above

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

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

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

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	**C. Any 2 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

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

Response:

The college is undertaking various initiatives in the form of celebration of days of Eminent personalities National

Festivals, NSS, and other such activities to provide for an inclusive environment by bringing students and teachers with diverse background on single platform for creating inclusive environment ,These functions help in developing tolerance harmony towards culture ,region and linguistics and also communal social economics and other diversities. The subject Constitution of India and professional ethics is made mandatory to all students across disciplines. Convocation ceremony is conducted every year, where the convocation address is delivered to inspire and motivate the students for future journey.

Two important national festivals, Republic Day and Independent Day are celebrated every year in the college.All teaching , non teaching staff and students participate for the cause of nation. The inspiring speeches are conducted.

Days celebrated

Date

Sadbhavana diwas,

1 Day(3rd December)

Gandhi jayanti

1 Day(2nd October)

Teachers day

1 Day(5th September)

Yoga day

1 Day(21st June)

Independence day

1 Day(15th August)

Republic day

1 Day(26th January)

Engineering day

1Day(15th September)

NSS day

1 Day(24th September)

Women's day

1 Day(8th March)

World environmental day

1 Day(5th June)

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	[View File](#)
Any other relevant information	[View File](#)

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

National Identities and Symbols:

The College has always taken various direct and indirect steps which promote the awareness about various National Identities and Symbols. The College celebrates the Independence Day & Republic Day with great pomp and vigour. The college organizes and celebratesConstitution Day on an annual basis and thus contributes to the spreading of Constitutional values and ideals.

Fundamental Duties and Rights of Indian Citizens:

The Faculties of various departments, have organized various academic and co-curricular activities for the propagation of the Fundamental Duties and Rights of the Indian citizens. The

students of have enthusiastically participated in various programs like:

- Academic programs like Seminar, Conferences,etc which have enriched the awareness about these aspects.
- Various activities like poster making competition, etc.
- A separate NSS unit is started exclusively to encourage the students and the unit is successfully conducting activities to serve the society.
- Organizing various forms of legal aid and legal awareness camps to impart awareness of such issues.

Constitutional Obligations:

MIT has organized student centric activities like paper, poster & essay competition displays at annual Synergy event etc which have always received huge participation from the students and promoted their awareness about various aspects of Indian citizenship.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://drive.google.com/file/d/1N_cgHNPYFvWhgySTIihBwOpKRhaT-Fba/view?usp=sharing
Any other relevant information	https://drive.google.com/file/d/1N_cgHNPYFvWhgySTIihBwOpKRhaT-Fba/view?usp=sharing

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	A. All of the above

File Description	Documents
Code of ethics policy document	**No File Uploaded**
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

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

Mahaguru Institute of technology College established in 2009. The College offers Engineering courses (B.Tech.) in ECE, CSE, AI, MECH andCE disciplines and Post Graduate (M.Tech.) courses in ECE, CE, MECH specializations in addition to BTech programmes. The College campus with its arboriculture and horticulture is situated away from the hustle and bustle of the city provides a serene and tranquil atmosphere, which is conducive to both teaching and learning processes.

FUTURE PLANS OF THIS INSTITUTE

To be UGC-CPE institute: The institute is accreditated with NAAC and trying to attainNBA Tier-I accreditation. Based on the accomplishments and achievements of the institute, it is planning to apply for UGC-CPE Scheme

To Establish Technology Business lncubation Centre:

As there is considerable scope for innovations and consultancy frorrr the nearby industries. Therefore. it is planned to establish TBI Centre with all latest and hi-tech equipment to fulfil the requirement of nearby industries in respect of testing" calibration, consultancy in research etc.

To obtain ATAL Rankings: It will try to obtain better position ATAL rankings.

Construction of Auditorium for 1000 Students Capacity: At present. this institution has only one auditorium of capacity, around _500 audiences. Considering the present/future

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.2 - Best Practices

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

MOOC LEARNING SKILLS OF TOMMORROW

Objectives of the Practice:

• **To help the students to enhance their employment potential**

• **To provide a platform to students to facilitate them for digital courses**

• **To encourage the students to pursue online courses according to their learning goals, prior knowledge and skills**

• **To promote the IT literacy among students**

• **To inculcate the habit of self-study**

Student Mentoring Programme

Aim of the practice: •

To counsel students and to interact with them for doubt clearance and problem solving •

To improve teacher-student relationship •

To guide students to choose right career paths for job, higher studies, entrepreneurship, etc

• **To train students for improving their behavior and quality of life in the society.**

File Description	Documents
Best practices in the Institutional website	https://www.mahagurutech.ac.in/best_practices.php
Any other relevant information	nil

7.3 - Institutional Distinctiveness

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

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Vision & Mission of the Institute


VISION


"Emerge as a world class technical and research institution
dedicated to the pursuit of knowledge and development."


MISSION


"Impart quality technical education to mould responsible and
intellectually thriving engineers who will contribute
substantially to the society and the world."


Innovation & Entrepreneurship Development Cell (IEDC)

Objectives

i) To promote knowledge based and innovation driven
enterprises.

ii) To facilitate generation of entrepreneurship and self-
employment opportunities for S & T persons.

iii) To facilitate the information dissemination.

iv) To generate employment through technical skill development
using Science & Technology infrastructure.
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File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

Mahaguru Institute of technology College established in 2009. The College offers Engineering courses (B.Tech.) in ECE, CSE, AI, MECH andCE disciplines and Post Graduate (M.Tech.) courses in ECE, CE, MECH specializations in addition to BTech programmes. The College campus with its arboriculture and horticulture is situated away from the hustle and bustle of the city provides a serene and tranquil atmosphere, which is conducive to both teaching and learning processes.

FUTURE PLANS OF THIS INSTITUTE

To be UGC-CPE institute: The institute is accreditated with NAAC and trying to attainNBA Tier-I accreditation. Based on the accomplishments and achievements of the institute, it is planning to apply for UGC-CPE Scheme

To Establish Technology Business lncubation Centre:

As there is considerable scope for innovations and consultancy frorrr the nearby industries. Therefore. it is planned to establish TBI Centre with all latest and hi-tech equipment to fulfil the requirement of nearby industries in respect of testing" calibration, consultancy in research etc.

To obtain ATAL Rankings: It will try to obtain better position ATAL rankings.

Construction of Auditorium for 1000 Students Capacity: At present. this institution has only one auditorium of capacity, around _500 audiences. Considering the present/future intake of this institute, it is essential to build a big auditorium. Therefore the institution has planned to construct the big auditorium of capacity around I000 students.