



## YEARLY STATUS REPORT - 2020-2021

<b>Part A</b>	
<b>Data of the Institution</b>	
<b>1.Name of the Institution</b>	MAHATMA GANDHI INSTITUTE OF TECHNOLOGY
• Name of the Head of the institution	Dr. K.Jaya Sankar
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	040-24193057
• Mobile no	9885210475
• Registered e-mail	principal@mgit.ac.in
• Alternate e-mail	kottareddyjs@gmail.com
• Address	Mahatma Gandhi Institute of Technology, Gandipet, Hyderabad, Telangana State
• City/Town	HYDERABAD
• State/UT	Telangana
• Pin Code	500075
<b>2.Institutional status</b>	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Urban

• Financial Status	<b>Self-financing</b>
• Name of the Affiliating University	<b>JNTU Hyderabad</b>
• Name of the IQAC Coordinator	<b>Dr. K.V.Ramana Reddy</b>
• Phone No.	<b>04024193057</b>
• Alternate phone No.	<b>9490318816</b>
• Mobile	<b>9490318816</b>
• IQAC e-mail address	<b>iqac@mgit.ac.in</b>
• Alternate Email address	<b>hodcivil@mgit.ac.in</b>
<b>3.Website address (Web link of the AQAR (Previous Academic Year)</b>	<a href="http://mgit.ac.in/AQAR%202019-20.pdf">http://mgit.ac.in/AQAR%202019-20.pdf</a>
<b>4.Whether Academic Calendar prepared during the year?</b>	<b>Yes</b>
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="http://mgit.ac.in/acadcal.html">http://mgit.ac.in/acadcal.html</a>

**5.Accreditation Details**

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 1</b>	<b>A</b>	<b>3.14</b>	<b>2018</b>	<b>30/10/2018</b>	<b>29/11/2023</b>

**6.Date of Establishment of IQAC****11/11/2012****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
<b>Dr.Venkata Ramana Reddy Kalluru</b>	<b>SPDC</b>	<b>AICTE</b>	<b>2020, 3 Years</b>	<b>1730366</b>
<b>Dr.V.Venkat Ramayya</b>	<b>Collaborative Research Scheme - TEQIP III JNTUH</b>	<b>AICTE</b>	<b>2019,1 Year</b>	<b>299100</b>

Mr S.Jayaprakash Narayana	TARE	SERB	2018, 3 Years	1830000
Dr. K Sudhakar Reddy	STTP	AICTE	2020	438333
Dr. T.R.Vijaya Lakshmi	CRS	TEQIP-III	2019, 1year 6 months	255000
Dr.T.D.Bhatt	AQIS 2018-19	AICTE	2019, 1year 6 months	326666
Dr.T.D.Bhatt	AQIS 2019-20	AICTE	2020, 1year	556000
Dr.C.R.K.Red dy	MODROB	UGC	2020-21	764706
Dr.M.Sreevan i	Client Server Interface	Nife Labs Pvt Ltd., Singapore	2020-21	225000
Metallurgica l and Materials Engineering	Aeronautical Research and Development Board	Aeronautical Research and Development Board	2020, 3 Years	3830000
Metallurgica l and Materials Engineering	TEQIP-II	TEQIP-II JNTUH Hyderabad	2018, 3 Years	290000
Metallurgica l and Materials Engineering	ARDB, New Delhi	ARDB, New Delhi	2019, 3 Years	838000

<b>8.Whether composition of IQAC as per latest NAAC guidelines</b>	<b>Yes</b>
<ul style="list-style-type: none"> <li>• Upload latest notification of formation of IQAC</li> </ul>	<a href="#">View File</a>
<b>9.No. of IQAC meetings held during the year</b>	<b>2</b>
<ul style="list-style-type: none"> <li>• Were the minutes of IQAC meeting(s) and</li> </ul>	<b>No</b>

compliance to the decisions have been uploaded on the institutional website?		
<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	<a href="#">View File</a>	
<b>10. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	<b>No</b>	
<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>		
<b>11. Significant contributions made by IQAC during the current year (maximum five bullets)</b>		
<ul style="list-style-type: none"> <li>Application was submitted to UGC for Autonomous Status in the month of September, 2020.</li> <li>During COVID pandemic, staff &amp; students of our institute have registered a total of around 46371 learning hours with average course rating of 4.7 out of 5 and bagged 1706 certifications during 2020-21 &amp; 2127 certifications during 2019-20 using COURSERA platform.</li> <li>Our Institute was in the top 10 institutions list in the country with AAA rating during 2019, 2020 &amp; was in top 50 institutions list in the country with AA rating during 2021, as acknowledged by NPTEL.</li> <li>A measure is taken towards quality improvement through revision of Performance based self appraisal system for both teaching and non-teaching staff.</li> </ul>		
<b>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</b>		

Plan of Action	Achievements/Outcomes
The institution is planning to submit application for UGC autonomous status and as a part of preparatory work for Autonomy, Statutory committees have to be constituted	The requisite committees have been formed and application submitted for UGC Autonomy.
Faculty and students were informed to register for NPTEL and MOOCS online courses.	Acquired 1706 certifications during 2020-21. Also, Our Institute was in the top 10 institutions list in the country with AAA rating during 2020.
The activity of R and D and research publications to be strengthened	Around 331 research papers were published in reputed journals and an amount of Rs 1.13 Crores received for various research projects by all the Departments
<b>13. Whether the AQAR was placed before statutory body?</b>	<b>No</b>
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	
Name	Date of meeting(s)
Nil	Nil
<b>14. Whether institutional data submitted to AISHE</b>	
Year	Date of Submission
2020-21	02/02/2022

### Extended Profile

#### 1. Programme

1.1

16

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

File Description	Documents
Data Template	<a href="#">View File</a>

## 2.Student

2.1 990

Number of students during the year

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

2.2 425

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

File Description	Documents
Data Template	<a href="#">View File</a>

2.3 589

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	<a href="#">View File</a>

## 3.Academic

3.1 238

Number of full time teachers during the year

File Description	Documents
Data Template	<a href="#">View File</a>

3.2 198

Number of sanctioned posts during the year

## Extended Profile

### 1. Programme

1.1	<b>16</b>
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

### 2. Student

2.1	<b>990</b>
Number of students during the year	

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

2.2	<b>425</b>
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

2.3	<b>589</b>
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

### 3. Academic

3.1	<b>238</b>
Number of full time teachers during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

3.2	198
Number of sanctioned posts during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>4.Institution</b>	
4.1	72
Total number of Classrooms and Seminar halls	
4.2	990.24
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	1277
Total number of computers on campus for academic purposes	

## 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

Mahatma Gandhi Institute of Technology is affiliated to Jawaharlal Technological University, Hyderabad during the academic year 2020-21. The Almanac consisting of various academic activities will be issued by the parent university and the curriculum delivery is done by adhering the time schedule mentioned in the Almanac by University viz. the instruction period, the conduct of internal examinations, internal practical examinations and End Semester Practical Examinations.

The faculty will prepare Lesson plan and Course Plan with Course outcomes mapped to programme outcomes, Program educational objectives and Program Specific Outcomes adhering to the Almanac and will be verified by the concerned Head of the Department and will be approved by the Principal.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="#">NA</a>

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

MGIT was affiliated to Jawaharlal Nehru Technological University, Hyderabad, and the academic calendar for courses (UG & PG) was decided by the affiliating university. The continuous internal evaluation was conducted as per the rules framed by the examination section of the affiliating university.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://drive.google.com/file/d/1s6TeEqYfD Oj7UGha2Ohd6OML nVLhkbz/view">https://drive.google.com/file/d/1s6TeEqYfD Oj7UGha2Ohd6OML nVLhkbz/view</a>

**1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.**

**Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University**

**B. Any 3 of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 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**

13

File Description	Documents
Any additional information	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

**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)**

10

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

735

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

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

Institution integrates cross cutting 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.

#### Gender Sensitization

Mandatory course "Gender Sensitization Lab" for 2nd year is important part of Curriculum. This course offers an introduction to Gender Studies, an interdisciplinary field that asks critical questions about the meanings of sex and gender in society. The primary goal of this course is to familiarize students with key issues, questions and debates in Gender Studies, both historical and contemporary. It draws on multiple disciplines - such as literature, history, economics, psychology, sociology, philosophy, political science, anthropology and media studies - to examine cultural assumptions about sex, gender, and sexuality.

The college has Women Grievance Cell and Grievance Redressal Cell 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.

#### Moral Values, Human Values & Professional Ethics

Fourteen days Induction programme related to values and ethics is an integral part of the curriculum of the first year. The mandatory course "Intellectual Property Rights" for 3rd year is important part of Curriculum. Students will be able to understand the importance of trademarks, law of copy right, law of patents which inculcates values in their professional life after studying this course.. It is in response to a long- felt and urgent need to integrate value education with decision making skills in their personal, social and professional life. 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.

## Environment & Ecology

The course "Environment Science" related to ecosystem, its balance & sustainability is an integral part of the curriculum of the 1st year. University prescribed this course for creating awareness and developing importance of environment among students. Awareness about Environment is necessary for the protection of the environment and survival of human life. The basic aim of this subject is to make the students aware about the importance of ecosystem to human life. The College has an integrated rain water harvesting System. There is an extensive ongoing tree plantation program. College celebrates the day of National importance as Earth day, Environment day and Ozone day. The college organizes workshop/ seminars on Environment & Ecology to make students aware about efficient use of natural resources.

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.	<a href="#">View File</a>

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

88

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

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

499

File Description	Documents
Any additional information	<a href="#">View File</a>
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

**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**

C. Any 2 of the above

File Description	Documents
URL for stakeholder feedback report	<a href="https://drive.google.com/file/d/1WLZoFbP_i_orne0dOlXuarcd0F6uSACgc/view?usp=sharing">https://drive.google.com/file/d/1WLZoFbP_i_orne0dOlXuarcd0F6uSACgc/view?usp=sharing</a>
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	<a href="#">View File</a>

**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	<a href="#">View File</a>
URL for feedback report	NA

**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**

859

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

**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**

532

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

**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 institution organizes Orientation programmes /Induction programmes for freshers both at the college level and at the department level. The facilities in the college and the scope of the subjects being learnt are introduced in these sessions.

Bridge Courses are conducted at the departmental level to lift the students to the level of higher education. The Department of Information Technology organize bridge courses at the beginning of the academic year for the non-subject students (i.e. for Lateral entry students) enabling them to cope with the programme to which they are enrolled.

**Strategies adopted for slow learners**

- Remedial Classes are conducted with an aim to improve the academic performance of the slow learners, absentees and students who participate in sports and other activities. This practice helps the struggling learners to improve subject knowledge and helps them catch up into their peers.

- Academic and personal counseling are given to the slow learners by the tutor, mentor
- Provision of simple and standard lecture notes/course materials

Following activities are done by teachers for students for slow learners:

1. Individual counseling and mentoring.
2. Internal examination process.
3. Encouragement in NSS, Sports and academic activities.
4. Extra library books.

Strategies for the advanced learners

- Coaching is also given in Skill Development Programme like Communicative English, Aptitude and Placement.
- Advanced learners are encouraged to enroll in MOOC Courses - Swayam, EdX and some online courses like COURSERA.
- Provision of additional learning and reference material
- Assignment and Student Seminars on contemporary topics to enable them for placement
- Advanced Learners are provided coaching classes for competitive exams.
- Students are encouraged to participate and present papers in various Seminars/ Conferences/ Workshops/ Inter-Collegiate Competitions organized by other colleges.
- Participation by the students in the in-house competitions such as Debate, Group Discussion, Problem Solving - Decision Making Exercises and Quiz Programmes are also encouraged.
- To enhance their confidence level, the college conducts various activities such as Cultural, NSS, and Sports to develop their overall personality.
- The academic achievements of the students are extremely motivated and highly praised by the College by celebrating

Graduation Day every year. Students, who secured Ranks in the University Examination, are honored with Medals in the Graduation Day.

Following activities are done by teachers for Advance learners:

1. Conducting Seminar sessions
2. Experimental learning sessions i.e. Industrial Tour
3. Encouraging for Projects
4. Internet facility.

File Description	Documents
Paste link for additional information	<a href="#">NA</a>
Upload any additional information	<a href="#">View File</a>

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

Number of Students	Number of Teachers
3414	238

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

## 2.3 - Teaching- Learning Process

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

### 2.3.1. Student centric methods (Experiential Learning, Participative Learning and problem solving methodologies)

A variety of teaching methodologies have been adopted for the students for Teaching-Learning Process. These include subject based power point presentations, video lectures, and webinars. The College organizes online conferences, online training sessions regularly to enhance quality learning. A part from the regular classroom lectures using Google meet platform, we also do offer Swayam/NPTEL based lectures for enhancing in-depth knowledge. Each

and every classroom is equipped with the latest tools like the projector, display equipment etc. The ICT tools will be updated on par with the advancements in the technological industry.

Upload a description in maximum of 200 words

The institute focuses on the student-centric methods of enhancing lifelong learning skills of students. Faculty members make efforts in making the learning activity more interactive by adopting the below-mentioned student-centric methods.

**Experiential Learning:** Each department conducts add-on programs to support students in their experiential learning. The institution imparts the following experiential learning practices to enhance creativity and cognitive levels of the students -

- Laboratory Sessions are conducted with content beyond syllabus experiments.
- Summer Internship -Students get hands on training while working in the company.
- Add-on Courses on latest technologies with NPTEL, Coursera etc.
- Project development on latest technologies by students where they showcase their working model in the technical fest.
- Industrial Visits to engage them in experiential learning while visiting the organization.
- Certification Courses by the market experts such as CISCO-CCNA to develop their expertise.
- Participation in simulated events such as hackathons where they acquire experience of working on some real-life model.

**Participatory Learning:** In this type of learning, students participate in various activities such as seminar, group discussion, wallpapers, projects, and the skill based add on courses. Students are encouraged to participate in activities where they can use their specialized technical or management skills, such as

- Annual Tech Fest - It is organized every year in the department to conduct technical and non technical events.

- Alumni Fest- This is organized every year by the management to interact with alumni and they can share their experiences with students to cope up with current industry requirements
- Annual cultural program(NIRVANA) - This is organized every year for the students of the college to give a vent to their creativity.
- Seminar Presentation - Students develop technical skills while presenting papers in seminars.
- Presentation and publishing of papers in conferences and journals - The objective is to give them exposure to learn and imbibe new skills.
- MOOC Programs (NPTEL, COURSERA etc.)

**Problem-solving methods:** Departments encourage students to acquire and develop problem-solving skills. For this, college organizes expert lectures on various topics, motivate students to join MOOC courses, participate in various inter-college and intra-college technical fests and other competitions such as:

- In-house summer training with project development
- Participation in NSS and Sports activities
- Class presentations
- Participation in Inter college events

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	<a href="#">NA</a>

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

**2.3.2 Teachers use ICT enabled tools for effective teaching-learning process.**

Write description in maximum of 200 words

Today, it is essential for the students to learn and master the latest technologies in order to be corporate ready. As a consequence, teachers are combining technology with traditional mode of instruction to engage students in long term learning.

1. Google classroom is used to manage and post course related information- learning material, quizzes , lab submissions and evaluations, assignments, etc.
2. Virtual labs are used to conduct labs through simulations.
3. The PPTs are enabled with animations and simulations to improve the effectiveness of the teaching- learning process.
4. The online learning environments are designed to train students in open problem-solving activity.
5. Lab manuals are mailed to students well in advance the experiment is performed and materials are sent through winnow.
6. Online quizzes and polls are regularly conducted to record the feedback of the students.
7. To teach mathematical subjects in online mode, teachers have used various online tools like- whiteboard in Microsoft teams, Jamboard in Google meet, etc.

Use of ICT By Faculty-

- A. PowerPoint presentations- Faculties are encouraged to use power-point presentations in their teaching by using LCD's and projectors. They are also equipped by digital library, online search engines and websites to prepare effective presentations.
- B. Industry Connect- Seminar and Conference room are digitally equipped where guest lectures, expert talks and various competitions are regularly organized for students.
- C. Online quiz- Faculties prepare online quiz for students after the completion of each unit with the help of GOOGLE FORMS.
- D. Video Conferencing- Students are counseled with the help of Zoom / Google meet applications.

**E. Video lecture-** Recording of video lectures is made available to students for long term learning and future referencing.

Link for Video recordings of first semester 2020-21

<http://mgit.ac.in/ay2021-Isem-gmrs.html>

Link for Video recordings of second semester 2020-21

<http://mgit.ac.in/ay2021-IIsem-otc-gmrs.html>

**F. Online competitions-** Various technical events and management events such as Poster making, Project presentations, paper presentations etc. are being organized with the help of various Information Communication Tools.

**G. Workshops-** Teachers use various ICT tools for conducting workshops

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="#">View File</a>

### 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

180

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	No File Uploaded
Mentor/mentee ratio	<a href="#">View File</a>

## 2.4 - Teacher Profile and Quality

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

238

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

### 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

71

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

### 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

10

File Description	Documents
Any additional information	<a href="#">View File</a>
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

## 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.

For theory subjects, during a semester, there shall be two mid-term examinations. Each mid-term examination consists of one objective paper, one descriptive paper and one assignment. The objective paper and the descriptive paper shall be for 10 marks each with a total duration of 1 hour 20 minutes (20 minutes for objective and 60 minutes for descriptive paper). The objective paper is set with 20 multiple choice, fill- 8 in the blanks and matching type of questions for a total of 10 marks. The descriptive paper shall contain 4 full questions out of which, the student has to answer 2 questions, each carrying 5 marks. While the first mid-term examination shall be conducted on 50% of the syllabus, the second mid-term examination shall be conducted on the remaining 50% of the syllabus. Five marks are allocated for assignments (as specified by the subject teacher concerned). The first assignment should be submitted before the conduct of the first mid-term examination, and the second assignment should be submitted before the conduct of the second mid-term examination. The total marks secured by the student in each mid-term examination are evaluated for 25 marks, and the average of the two mid-term examinations shall be taken as the final marks secured by each student in Continuous Internal Evaluation. If any student is absent from any subject of a mid-term examination, an on-line test will be conducted for him by the University.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	<a href="https://drive.google.com/file/d/1D5S1iNM3W2hHM4Z9IyBrTi8MVSguTpGJ/view">https://drive.google.com/file/d/1D5S1iNM3W2hHM4Z9IyBrTi8MVSguTpGJ/view</a>

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

After evaluating mid-term examination papers, the answer scripts will be shown to students and any grievances will be addressed immediately.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	<a href="#">NA</a>

## 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 and course outcomes of all programmes are compiled and attached.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="#">NA</a>
Upload COs for all Programmes (exemplars from Glossary)	<a href="#">View File</a>

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

The attainment of Program outcomes of all programmes are compiled and attached.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="#">NA</a>

### 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

747

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	<a href="#">NA</a>

## 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://drive.google.com/file/d/1Svpnbqya2mJrnEd4dfSNh1ESfO48PSvb/view?usp=sharing>

## 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)**

**144.23**

File Description	Documents
Any additional information	<b>No File Uploaded</b>
e-copies of the grant award letters for sponsored research projects /endowments	<a href="#">View File</a>
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

**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**

**9**

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

### 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

6

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	<a href="#">View File</a>
Paste link to funding agency website	<a href="#">NA</a>

### 3.2 - Innovation Ecosystem

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

Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge. The information is attached in the file.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="#">NA</a>

### 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

11

File Description	Documents
Report of the event	No File Uploaded
Any additional information	<a href="#">View File</a>
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 3.3 - Research Publications and Awards

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

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

0

File Description	Documents
URL to the research page on HEI website	NA
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

#### 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

324

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

#### 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

80

File Description	Documents
Any additional information	<a href="#">View File</a>
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 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

**The summary of extension activities is enclosed in the attachment.**

File Description	Documents
Paste link for additional information	<a href="#">NA</a>
Upload any additional information	<a href="#">View File</a>

### 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

5

File Description	Documents
Any additional information	<b>No File Uploaded</b>
Number of awards for extension activities in last 5 year (Data Template)	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>

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**

20

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

**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**

2091

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

**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**

424

File Description	Documents
e-copies of related Document	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	<a href="#">View File</a>

### 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

7

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

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

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

The institution has adequate facilities for teaching - learning. viz., classrooms, laboratories, computing equipment etc The institution ensures adequate availability and optimal utilization of physical infrastructure as it is critically linked to the vision of the college- 'to create an environment of excellence in education' through technologically advanced pedagogical tools. At the beginning of the academic year need-assessment for replacement / up-gradation / addition of the existing infrastructure is carried out based on the suggestions from BOS members, Heads of the departments, lab technicians and system administrator after reviewing course requirements, computer-student ratio, budget constraints, working condition of the existing equipment and also

students' grievances. The Time Table committee plans ahead for all requirements regarding classrooms, laboratories, furniture and other equipments. Optimal deployment of infrastructure is ensured through conducting workshops/awareness programs/training programs for faculty on the use of new technology. Effective utilization of infrastructure is ensured through appointment of adequate and well qualified lab technicians/system administrator. The optimal utilization is ensured through encouraging innovative teaching - learning practices. The available physical infrastructure is optimally utilized beyond regular college hours, to conduct certificate courses, co-curricular activities/extra - curricular activities, parent teacher meetings, Campus Recruitment Training classes, campus recruitments, meetings, seminars, conferences etc.,. It is used as an examination centre for Bank Recruitment examinations, Government examinations/University Examinations like GATE, NET, etc.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="#">NA</a>

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

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

Details of facilities for sports, games.

The institute gives utmost importance to the overall development of students and organizes various sports and games in campus regularly. Sports facilities is the key element for the management of sports activities to be developed in accordance with the capabilities available to them. And it is the administration that ensures the achievement of its objectives.

To support this ,the institution has the following facilities which are kept beyond the working hours for students and staff.

Facilities available in the institution for sports and games.

- To play indoor games, there are 4 table tennis (TT) tables, TT bats , 4 boxes of TT balls, 7 carrom boards, 4 chess boards.

- For football games there is 1 foot ball ground covered across the area of 80,000 sq ft, 4 footballs for the practice.
- For cricket,we have 1 cricket gound covered across an area of 2 acres .we have 10 bats, 6 sets of glace balls, 4 helmets, 2 pairs of wicketkeeper gloves, 2 thigh pads, 4 pairs of pads.
- For volleyball we have 3 vollyball courts,we have types of equipment 3 nets, 6 volleyballs.
- For basetball we have 2 basketball courts,we have 6 basket balls for practice.
- For throwball we have 1 throwball court.we have 2 throwballs.
- For kabaddi we have 2 kabaddi courts.

Not only sports and games we encourage our students to be fit by doing regular gym,the gym is kept open for the students to do regular exercise .

The instution provide the college team jerseys for the players who are reperesenting the college team in the intercolloge sports meets .

There is enough space for the athlets for their regular practice .

The institution provides specified material for the athlets like shortput ball,javelin,discus etc.

#### LIST OF SPORTS GROUNDS

•

#### SPORTS NAME

1.

1.

#### BASKET BALL

1.

1.

1.

1.

1.

1.

1.

1.

1.

1.

1.

**THROW BALL**

1.

1.

1.

1.

**LIST OF GAMES INDOOR & OUTDOOR GAMES AVAILABILITY.**

**S.NO**

**SPORTS NAMES**

**Type of game**

1

Chess

Indoor

2

carrom

Indoor

3

Table tennis

Indoor

4

cricket

Outdoor

5

Foot ball

Outdoor

6

vollyball

Outdoor

7

Throw ball

Outdoor

8

kabaddi

Outdoor

9

basketball

Outdoor



File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="#">NA</a>

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

57

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="#">NA</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 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)

103.87

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

## 4.2 - Library as a Learning Resource

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

## 4.2 Library as a Learning Resource

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

Data Requirement for year: Upload a description of library with

- Name of the ILMS software
- Nature of automation (fully or partially)
- Version
- Year of Automation

MGIT established a spacious Central Library with an area of 577sq.mtrs. It started its function with a vision to serve the information needs of its users and to promote a continuous learning atmosphere with holding various Text Book, Reference Books, eBooks, Journals, Magazines, E-Journals, Subject PPT's, Subject Animations, Project Reports, Tutorials, Question Papers and NPTEL Video Lessons related to engineering and allied subjects. Central Library provides abundant information and intellectual requirements to the students and faculty with a user friendly approach. It offers a fully integrated and peaceful environment for conducting academic study.

#### Library Automation

Library is fully automated with NewGenLib Integrated Library Management Software since 2007. NewGenLib has all functional modules of library management completely implemented. It has the following modules.

- Acquisition
- Technical Processing
- Circulation
- Serials Management
- Reports
- OPAC
- Administration

#### ILMS Features

- Functional modules are completely web based
- Easily extensible to support other languages
- Automated e-mail/SMS integrated into different functions of the software

- Books are bar coded and transactions are being done using bar code
- Supports Android Mobile Phones and Tablets.
- Present Version of ILMS is 3.1.5, Release Date 29.10.2019

Integrated Library Management Software Names and its versions

S.No.

LMS Name & Version

Release Date/Year of Installation

1.

NewGenLib, v.3.1.5

29.10.2019

1.

NewGenLib, v.3.1.4

29.10.2017

1.

NewGenLib, v.3.1.3

10.3.2016

1.

NewGenLib, v.3.1.2

2.9.2015

1.

NewGenLib, v.3.0.4R3U1

7.11.2014

1.

NewGenLib, v.3.0.4R2

18.7.2013

Web Online Public Access Catalogue is an online database of materials held by a library. Web OPAC is computerized and can be accessed from a terminal in the library or any terminal located in the campus or outside the campus through internet. Users can search library catalogue to retrieve, to locate the documents and its complete bibliographic information of our library holdings. OPAC can also be used for searching by a given author's name, a given subject, key-word or title, status of the book, whether the book is on the shelf or issued and number of copies. Through OPAC users can check their account status, they can suggest book/books for procuring through login. List of new arrivals can also view and can be able send new arrivals list to anybody by e-mail. It supports Android mobile phones and Tablets. Searching the catalogue or locating books will be assist by the library staff.

There two types of search facilities. They are

- Basic Search
- Advanced Search

Boolean Operators:

Database and online searching, including OPAC keyword searches, make use of Boolean logic, which uses three basic operators:

AND is used to narrow the results to only those records that contain both search terms

OR is used to expand the search using like-terms

NOT is used to exclude an element from the search set

For the most precise search, you can combine multiple sets of search terms using Boolean operators

How to access Web OPAC:

User should go to college website and click on the Infrastructure, then click on Library and then select Web OPAC from left side menus.

After clicking on above mentioned link OPAC screen will appear

To Login:

User ID: Your roll number

Password: Contact Library Staff

#### E-mails Alerts

Regarding library transactions users get information on

- issues
- returns
- renewals
- reminders before due date and after due date

#### Library Mobile App:

Library Mobile App is now providing Central Library with NewGenLib version.3.0.3 update 5 has Android Capability ILMS. In this app users can access their library OPAC from their Android mobile phones and tablets. The following configuration is required for using app.

IP: 172.24.102.106, Port No.8080

This application provides the following facilities:

- Search library catalogue and view their status
- Login into their account by their user id
- New Arrivals
- My Transactions History

#### To Login:

- User ID: Your roll number
- Password: Contact Library Staff

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="#">NA</a>

**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** A. Any 4 or more of the above

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

#### 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)

11.35

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

#### 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

300

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	<a href="#">View File</a>

### 4.3 - IT Infrastructure

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

Institution is having Wi-Fi facility for the all Departments including Examination Section and Administrative office. No new infrastructure or facilities have been established in the AY 2020-21 due to Covid and all the Academic works were conducted online.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="#">NA</a>

### 4.3.2 - Number of Computers

1277

File Description	Documents
Upload any additional information	<a href="#">View File</a>
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	<a href="#">View File</a>

## 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)

28.50

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

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

**Laboratories:** Annual maintenance of existing equipment is carried out by the concerned Departments. Based on JNTUH syllabus revisions, if any new equipment to be added; Heads of the Departments proposes the details with quotations for approval by the D & P Committee of CBES. Often Departments add new equipment to meet the requirements of Consultancy and R & D activities in addition to academic requirements.

**Library:** All the Departments put up proposals for additional library facilities, in terms of reference books and text books. The proposals are normally approved by D & P Committee of CBES.

**Sports Complex:** College has Physical Director in the department of Physical Education. Every year inter collegiate games are conducted involving about 15 engineering colleges. In addition sports and games competitions are held every year on the occasion of college annual day. Prizes and certificates are awarded in the college annual day. Many boys and girls students participate in the competitions. During the annual day celebrations NIRVANA, events for faculty will also be held along with students.

**Computers:** College maintains about 20% more than the AICTE norms for the availability of computers in the college. With the recent norms of AICTE and NBA requirements every Department has established computer centre and project lab for PG students. All the laboratories, faculty rooms, library have Internet facility. College maintains Wifi for entire campus.

**Class Rooms:** College has 66 class rooms, 78 laboratories, 7 seminar halls and one Auditorium of capacity 350. College has about 55 class rooms with LCD and OHP facility.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="#">NA</a>

## 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

1701

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
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)	<a href="#">View File</a>

### 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

26

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

**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	<a href="#">NA</a>
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

808

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

808

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**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**

**C. Any 2 of the above**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
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

626

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Details of student placement during the year (Data Template)	<a href="#">View File</a>

### 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

68

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	<a href="#">View File</a>
Details of student progression to higher education	<a href="#">View File</a>

### 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

125

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

## 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)	<a href="#">View File</a>

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 )

5.3.2 Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (Student council/ student's

representation on various bodies as per established processes and norms)

There is Co-Curricular & Extra Curricular Activities committee for engaging students in various co-curricular and extracurricular activities for all-round development of the students, college organizes many co-curricular & extra-curricular activities in the campus and also encourages students to take part in inter collegiate and inter university competitions in addition to other activities sponsored by various organizations. The Co-Curricular & Extra-Curricular Activities committee encourage & ensure the participation of students in various activities.

Functions of Co-Curricular & Extra Curricular Activities committee:

1. To prepare the calendar for co-curricular & extra-curricular activities and obtain prior approval.
2. Plan to organize co-curricular & extra-curricular activities in the campus.
3. Make arrangements for the students to participate in off campus activities of international, national, state and local level competitions.
4. Prepare list of student participants and take prior approval from the Principal.

File Description	Documents
Paste link for additional information	<a href="#">NA</a>
Upload any additional information	<a href="#">View File</a>

**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**

0

File Description	Documents
Report of the event	No File Uploaded
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)	<a href="#">View File</a>

## 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

### Contribution of Alumni Association to the Institute

The MGIT Alumni Association has been officially registered with the Registration number 211/2008 during February 2008. Since then, the Association has been involved in strengthening its activities through conducting periodic meetings in and outside the Institute. The Alumni of all disciplines of MGIT have been visiting the Institute and guiding the undergraduate students in carving their careers in a better way. All the Departments of the Institute have appointed the respective Alumni coordinators (faculty members). The undergraduate students are encouraged to take the data of the Alumni and interact with them time and again. Till to date, 8 Institute level Alumni meets have been organized and Department level Alumni interactions are being held periodically. Some of the Alumni, who have established well in their career and set up their own industries/organizations/software centers have been coming down to recruit the undergraduates of the Institute in their organizations. Also, the Alumni of respective Departments are contributing financially towards the smooth conduct of Department Technical Events. During the Institute Level Alumni meets, the Alumni Association has been giving suggestions for further development of students' preparedness for undertaking challenging tasks after graduation. The Alumni from every Department have been guiding the current undergraduate students of the Institute by way of interacting with them through holding Career Guidance Activities within the Institution. The Alumni Association is actively involving itself in meeting the students of the Institute and forming student committees. These committees would work

towards enriching the database of the alumni of all the departments, tracking their whereabouts, seeking their support in organization of Technical, Cultural and Technocultural events in the Institute. These committees also would take care of the organization of workshops/Guest Lectures from the alumni. Website exclusively for alumni is also being designed with the help of these committees. In near future the Alumni Association would be making its mark in connecting well itself with the Institute and transforming the Institute into one of the best in the country.

File Description	Documents
Paste link for additional information	<a href="#">NA</a>
Upload any additional information	<a href="#">View File</a>

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

File Description	Documents
Upload any additional information	<a href="#">View File</a>

## 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

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

Mahatma Gandhi Institute of Technology is a co-educational self-financing private engineering college governed by ChaitanyaBharathi Educational Society, Hyderabad. The College functions under the chairmanship and guidance of the erudite members of CBES and locally administered by an Administrative Committee consists of Principal, Directors, Heads of the departments and various heads of functional units. The College functions in compliance with the directions given by UGC, AICTE, Government of Telangana and JNTUH, Hyderabad to which it is affiliated.

Vision :“MGIT envisions, inspires and motivates its students to imbibe knowledge with which they can excel and serve the nation

with great elan”.

Mission :“The Mission of MGIT is to strive towards the development and dissemination of knowledge in many diversified academic and professional fields. It aims to reach the pinnacle of technical excellence while pursuing quality improvement continuously. Also, its mission is to train manpower with a capacity to take-up policy formulation and decision making responsibilities in terms of resource management”.

File Description	Documents
Paste link for additional information	<a href="#">NA</a>
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.

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

The College ensures decentralized and participatory governance. It emphasises on collaborative administration by incorporating all its stakeholders. The Management enlists the talents of the staff in shouldering various administrative responsibilities and appoints them as officials that include Principal, Director-AES, Director-Ranking & Accreditation, Director-CDC, Director-ITI&P, Director-Student Welfare, Coordinator-Research center, Co-ordinator - IQAC, Controller of Examinations, Addl. Controller of Examinations, Asst. Controller of Examinations, Heads of various Departments, In-charges for various functional units, Accounts Officer and Coordinators for various non-statutory committees. Students also participate in the governance of the Institution through effective representation through Student Council, Planning and Evaluation Committee and other committees. This hierarchical structure makes sure of delegating the power and allocation of responsibilities for the smooth functioning of the College.

There are 4 statutory committees which function efficiently and effectively with the support of 32 non-statutory committees. Besides, there are also other committees, associations, forums and student clubs, Counselling Cell, and so on.

File Description	Documents
Paste link for additional information	<a href="#">NA</a>
Upload any additional information	No File Uploaded

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

6.2.1 Institutional strategic/perspective plan is effectively deployed.

The Institution, inspired by its vision: "MGIT envisions, inspires and motivates its students to imbibe knowledge with which they can excel and serve the nation with great elan", charts out its perspective plan and effectively implements it with the following objectives:

1. Impart up-to-date knowledge to the students in chosen fields to make them quality engineers
2. To improve teaching & learning process through continuous assessment.
3. Students to experience the learning using quality equipment and tools.
4. Provide quality environment and services to all the stakeholders.
5. Provide systems, resources and opportunities for continuous improvement.
6. Maintain global standards in education, training and services.
7. To equip the teachers with the latest computing facilities along with modern teaching aids.
8. To enroll and nurture meritorious students.
9. To promote Research & Consultancy.
10. To improve the Industry Institute interaction towards achieving the Institutes Vision & Mission.
11. Continuous up-gradation & development of infrastructural facilities.
12. To establish "Finishing Schools" to help the weak/rural students to improve their personality development and employability skills.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	<a href="#">NA</a>
Upload any additional information	No File Uploaded

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.

**6.2.2 - THE FUNCTIONING OF THE INSTITUTIONAL BODIES IS EFFECTIVE AND EFFICIENT AS VISIBLE FROM POLICIES, ADMINISTRATIVE SETUP, APPOINTMENT, SERVICE RULES and PROCEDURES ETC.**

#### **ADMINISTRATIVE SETUP:**

With the hands-on experience of the management, the Institutional Management is designed in a scientific way with transparency to get the optimum results out of it. A hierarchical set up is established from management to down the level clearly demarking the Duties, Responsibilities, Accountability and Authorities at every stage.

The organizational structure of the institution is given below.

#### **Structure:**

The over-all structure of the Institutional Management is categorized as "ACADEMICS" and "ADMINISTRATION". Keeping in view all the stakeholders and with more focus on students an effective administrative system is structured.

#### **Functions of Key Administrative Positions:**

The Governing Body reviews the developmental needs of the institute periodically. It plays a key role in designing, approval and implementation of quality policies and plans. The management governs the institute in a transparent way by involving all its

stakeholders.

The Governing body being the authority, directs the Principal to ensure the Vision, Mission and Objectives of the Institute are fulfilled. Secretary of the society being the convener, conducts the Governing body meetings periodically to review the activities of the institute.

The Management provides proper support for policy and planning through need based analysis, and consultations with the stakeholders. Feedback is regularly taken from the stakeholders like students, alumni, employers, industry and faculty at various levels and the same is analyzed and implemented accordingly for realizing the vision of the institute. The Principal of the institute in consultation with the Heads of the department and faculty in charges formulates the policies & plans and submits the same for the approval of the management on regular basis.

Service Rules, Policies and Procedures:

The institution has its own service rules, policies and procedures for effective functioning of the institution. The service rules and policies are as per the State Government regulations.

Link of Service Rule from website:

File Description	Documents
Paste link for additional information	<a href="#">NA</a>
Link to Organogram of the institution webpage	<a href="#">NA</a>
Upload any additional information	<a href="#">View File</a>

**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	No File Uploaded
Any additional information	<a href="#">View File</a>
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	No File Uploaded

### 6.3 - Faculty Empowerment Strategies

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

MAHATMA GANDHI INSTITUTE OF TECHNOLOGY

(AUTONOMOUS)

Chaitanya Bharathi P.O, Gandipet, Hyderabad - 500 075

#### Welfare Measures for Teaching & Non-Teaching Staff

- Health Insurance for Teaching & Non-Teaching Staff with a sum insurance of Rs.2,00,000/- and Rs.3,00,000/- respectively
- Accidental Insurance to all the Teaching & Non-Teaching Staff with a risk coverage of Rs.5,00,000/-
- GSLIS (Group Savings Linked Insurance Scheme) with a sum insurance of Rs. 1,00,000/- for staff members who opted
- Statutory Benefits to all the eligible staff members such as EPF, ESI, Gratuity etc.,
- Residential Quarters based on the availability
- Transport Facility to all the Staff Members with concession rates
- Health Centre within the campus is provided with a qualified & experienced Doctor and a Staff Nurse
- Periodical Health awareness Camps and Blood Donation Camps at Institution Level
- Providing Maternity Leave to the woman employees as per the eligibility
- Encourage staff members for higher studies and allow them to attend Orientation Program and Trainings such as FDPs, Conferences etc.,
- Conducted Vaccination Drives to vaccinate First and Second

**Doses to all the Staff & Students with the help of District Health Medical Officer, Ranga Reddy District, Telangana State**

File Description	Documents
Paste link for additional information	<a href="#">NA</a>
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**

**34**

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)	<a href="#">View File</a>

**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**

**52**

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	<a href="#">View File</a>
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>

### 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

215

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	<a href="#">View File</a>
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

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

**IQAC - Describe the functioning status of the Performance Appraisal System for Teaching and Non -Teaching Staff :**

**Performance Appraisal System for Teaching Staff:**

A good performance management system works towards the improvement of the overall organizational performance of teams and individuals for ensuring the achievements of the overall organizational vision and mission. Faculty Members of the Mahatma Gandhi Institute of Technology have to perform a variety of tasks pertaining to diverse roles that include Teaching, Innovation, Research and Supervision of Laboratories keeping abreast with changes in Technologies, develop expertise for effective implementation of Curricula, provide Services to the Industry and Community by contributing solutions to problems in Industry, supporting Co-Curricular and Extra-Curricular activities, shouldering of Administrative responsibilities and Co-operation with other Faculty, HODs and the Principal. It is therefore important that an effective Performance Appraisal System for Faculty has to be put in place which will be vital for optimizing the contribution of Individual Faculty to the overall performance of the Institute and also comply to the Regulatory Guidelines of UGC, AICTE and other bodies. Thus, it is necessary to assess and evaluate the performance of the Teaching Staff in MGIT on a scientific basis in order to raise the standards of the Education based on NIRF Parameters, NBA, NAAC procedures, AICTE and UGC Guidelines.

The performances are classified into four categories

(i) Teaching, Learning and Evaluation related activities

(ii) Co-Curricular, Extension and Professional Development related activities.

(iii) Social Responsibility and participation in community services.

(iv) Research Publications and Academic Contributions

The following weight ages are assigned to these categories: 20:100:50:50. At the end of each academic year, the data pertaining to the above categories is collected from each faculty member in the proforma suggested by AICTE. Based on the data collected, the Credit Points are calculated for each of the four categories. The Principal in consultation with senior Professors/HODs fix certain minimum Credit Point scores to be achieved by the faculty members in the four categories. Further, at the end of each semester, feedback forms are issued to the students for each of the courses attended by them. The feedbacks along with different aspects pertaining to the teaching process are gathered. A team consisting of the Head of the Department and Senior

Professor in the Department goes through the feedback forms collected and suggest suitable measures to improve the teaching-learning process. All these scores are used for the award of financial up-gradation to faculty members. Promotions are based on the Point Based Appraisal System (PBAS) proforma for UGC Career Advancement Scheme (CAS) that is based on the API score.

#### Performance Appraisal System Non-Teaching Staff:

The non-teaching staff in MGIT is also assessed through Annual Performance Appraisal. One of the important factors that impact the overall performance of an Institute is the Non-Teaching Staff and their contribution to the overall growth of the Organization. Apart from their regular roles and responsibilities, as a part of the Institute every Staff Member should take up diversified roles and extend their skills into various disciplines which enhances the performance standards of every individual and turns out to be a great asset to the Institute. The various parameters for staff members holding various designations are assessed on different categories. i.e. Character and Habits, Departmental Abilities, Capacity to do hard work, Discipline, Reliability, Relations/Co-operation with superiors, subordinates, colleagues, students and public, Power of Drafting (where applicable), efficient organization of documents and technical abilities. Each one of them is graded on a five-point scale, i.e., Excellent, Very Good, Good, Marginal/Average and Unsatisfactory/Poor. The overall assessment is based on the cumulative grade by the Reporting Officer/HoD, which is then forwarded to the Principal by the forwarding officer. On satisfactory performance, all employees are granted financial up-gradation and promotions. The Performance Appraisal System has significantly helped in the evaluation of the performance of employees; gain the ownership in motivating them, analyzing their strengths and weaknesses and take remedial measures to address these weaknesses and then ensuring better performance.

The Performance Appraisal System for Teaching and Non -Teaching Staff of MGIT allow the institute to inculcate the Ownership and accountability to improve the performance of the Institute.

File Description	Documents
Paste link for additional information	<a href="#">NA</a>
Upload any additional information	<a href="#">View File</a>

## 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

Institution conducts both internal and external audit regularly. Internal Audit will be commenced once in every quarter, total 4 times in a year. External audit will be done once in a year. Based on the audit report all the audit objections' will be rectified immediately.

File Description	Documents
Paste link for additional information	<a href="#">NA</a>
Upload any additional information	No File Uploaded

### 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)

2.59

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)	<a href="#">View File</a>

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

**Mobilization of Funds : Institute collects Annual Tuition fee from**

PG and UG students during the year.

Utilization of resources: Institute spends around 78% expenditure on Staff Costs (which includes Salaries, DA Arrears, EL Encashment and Gratuity etc., ) and 22% expenditure on Administrative Expenses (which includes Lab Maintenance, Vehicle Maintenance, Advertisement charges, Affiliation Fee, Audit Fees, Electricity, House Keeping, Games & Sports, Insurances, Journals, Honorariums, Processing fees, Seminar and conference, Travelling Expenses, Annual Day Expenditure, Republic Day Expenses, Orientation Day Program and Student Activities etc.,)

File Description	Documents
Paste link for additional information	<a href="#">NA</a>
Upload any additional information	No File Uploaded

## 6.5 - Internal Quality Assurance System

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

The prime responsibility of IQAC is to develop a system for consistent improvement in overall performance of the Institute. It has a significant role in maintaining and improving the quality of education in the Institution and will channelize all efforts and measures of the Institution towards promoting its academic excellence.

The objective of the IQAC is to ensure continuous improvements in all aspects of the institute, ensure the connect primarily with the stakeholders and the society in general. It shall promote measures towards quality enhancement and best practices with quantifiable measures.

IQAC shall work towards ensuring efficient, timely and progressive performance of academic, administrative and fiscal tasks in the institute, relevance and quality of academic activity, evaluation process and to ensure the adequacy, maintenance and functioning of the support systems in the institute.

During the last academic year, plagued by the COVID 19 pandemic, IQAC has done significant work to ensure smooth transition from the conventional mode of academic classes to the technology based online mode of classes. Two of the prominent initiatives of the

IQAC have been to use Virtual Labs in online teaching for practical courses and conducting proctored online examinations using different tools

The department of MCT institutionalised the following strategies of IQAC:

1. Teaching methods are Improvised on regular basis by considering the regular inputs/feedback from all Stake holders (Students, Alumni, Industry Experts)

2. Laboratory equipment is modernised frequently coping with the current trends and making sure for efficient resource utilization training programs were organized to students and staff on regular basis.

IQAC has contributed significantly for institutionalizing the quality assurance strategies and processes, the following two practices are the results of IQAC initiatives

1. Alumni Guest Lectures: The Information Technology Department conducts Alumni Guest lectures regularly for all the classes. The Aluminiguests/experts invited are excellence in their field of expertise from renowned industries/Institutes. Industry experts share their domain knowledge for the accelerated growth of students especially in the domains like Full Stack Development, Agile Methodology, API-Centric-Approach-To-Application-Development etc. These sessions are not only helpful for the students, but also for the teachers to know emerging trends and best practices.

#### 1. Mentoring Scheme

A faculty member is a mentor for a group of 15- 30 students. A mentor is allotted to a group of students in the first year itself and mentor and the group move together up to the final year. This mentoring scheme is conducted in a structured way. The mentor and students meet at least one hour in every week as per the schedule in the time table.

File Description	Documents
Paste link for additional information	<a href="#">NA</a>
Upload any additional information	No File Uploaded

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

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

The IQAC continuously reviews and takes steps to improve the quality of the teaching-learning process.

Almanac is prepared by the Affiliated university - Jawaharlal Nehru Technological University Hyderabad and the course plan is prepared by the faculty and notified to the students.

Admission to various programmes, teaching schedule, examination schedule and declaration of results and mid-term vacations are notified in the Academic Calendar.

All newly admitted students have to compulsorily attend the Orientation Programme, in which they are made aware of the philosophy, the uniqueness of the Education system, the teaching learning process, the system of continuous evaluation, compulsory core courses, various co-curricular activities, discipline and culture of the Institute.

All students are also given a guided tour of the campus and the various facilities.

Students are apprised of the Time-Table, Programme structure, syllabi of the courses before the semester commences.

Conduct of Class work and student attendance are regularly monitored.

The practice of regularly collecting feedback from the students both directly and indirectly helps enhance the teaching-learning process.

Students are also free to approach the Principal and HoD of the Institute for feedback and suggestions.

Feedback is properly analyzed and shared with the Principal, HoDs and individual faculty members.

The teaching-learning process is reviewed periodically and improvements implemented, based on the IQAC recommendations.

File Description	Documents
Paste link for additional information	<a href="#">NA</a>
Upload any additional information	<a href="#">View File</a>

**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	<a href="#">NA</a>
Upload e-copies of the accreditations and certifications	<b>No File Uploaded</b>
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## **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

**MGIT has a strong ethical work culture that is based on inclusivity. It observes highest ethical standards in all its**

activities. Equal opportunities are provided to all individuals irrespective of gender, race, caste, color, creed, language, religion, political or other opinion, national or social origin, property, birth or other status. Its unique work culture, healthy traditions and ethos have led to enrolment of 65% women students and 80% women staff.

Safety, security and well-being, along with gender equity and friendly working atmosphere are the issues of prime concern to MGIT.

Gender sensitivity is an inherent value in the cultural ethos of the institute and its neighbouring community, as is evident by the following facilities -

(a) Safety and Security

- Well-trained and vigilant women security guards stationed across the campus.
- Security checkpoints at all campus entries and exits.
- Extensive surveillance network with 24x7 monitored control rooms.
- Rotational duty by all faculty members for discipline and security.
- The Proctored Committee includes male and female proctors at institute as well as faculty

level.

- Strict implementation of Anti-Ragging, Anti-Smoking and Mobile Free Campus.
- Awareness campaigns on women safety and gender sensitivity through rallies and camps by NSS student volunteers.
- Separate hostels for men and women with dedicated wardens.
- The Institute is the preferred destination of parents for education of their female wards as evidenced by the Stakeholder Feedback.

(b) Counselling

- Formal and informal avenues for counselling male and female students and staff for academic and other issues/problems.
- Class and Proctored Committees are available for counselling of both males and females' students.
- Grievance Redressal Committees for staff and students
- Gender sensitization included as a part of Curriculum.
- Medical Counseling, Moral Counseling, Career Counseling

File Description	Documents
Annual gender sensitization action plan	<a href="#">NA</a>
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	<a href="#">NA</a>

**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	<a href="#">View File</a>
Any other relevant information	<b>No File Uploaded</b>

**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**

**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)**

1. Solid waste management
2. Liquid waste management

### 3. E-waste management

**Solid Waste Management:** Institute is making efforts to make it free from plastic usage. Solid waste includes canteen waste, paper waste, disposable cups, used tissues, waste of eatables, tin, cans and peelings etc. They are segregated into dry and wet waste and collected separately into keeping separate bins. The waste in the campus is disposed in an eco-friendly manner without polluting the environment. Appropriate composting methods are being practiced for decomposition of garbage by developing composting pit and the produced fertilizer is used for gardening on the campus. Remaining waste will be collected by GHMC for its disposal and recycling having tied up with WOW - an agency working with GHM. Used paper will be donated to the people in need of them and given to appropriate purchasers. 'Swachh Bharat, clean & green activities and plantation programs are regularly carried out to keep campus clean in addition to routine maintenance of greenery.

**Liquid waste management:** Liquid waste from sanitation is let into the appropriate drainage system provided by the municipality. Waste from drinking water treatment plants is collected in overhead tanks and used for sanitation and gardening. There are plans to construct Sewage treatment plant and production of organic compost with decomposition of liquid waste. College also educates the students regarding rain water harvesting and takes up activities related to save water campaign. Trees and lawns are maintained with water drips and sprinklers to avoid water wastage. The campus landscape allows excellent Percolation of rain water into the ground.

**E-waste Management:** Some Working computers were donated to nearby school. Appropriate steps are being initiated to reduce The E-waste material generation to certain extent. Electronic waste and computer accessories are given to licensed purchasers for recycling.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	<a href="#">View File</a>
Geo tagged photographs of the facilities	<a href="#">View File</a>

#### 7.1.4 - Water conservation facilities available B. Any 3 of the above

**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**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
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:

B. Any 3 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	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	<a href="#">View File</a>
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	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms.**

**C. Any 2 of the above**

**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**

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
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	<a href="#">View File</a>

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).

**7.1.8 Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal, socioeconomic and other diversities: (For the academic year 2020-21)**

Institute organizes various programs under National Service Scheme (NSS) and Unnat Bharat Abhiyan (UBA). In addition to these, the Institute also takes up various activities in collaboration with different Government and Nongovernment organizations (like Art of Living Foundation, ISKCON, Vivekananda Institute of Human Excellence, Akshayapatra Foundation etc.,).

There is complete inclusive environment i.e., tolerance and harmony existing in the institute towards cultural, regional, linguistic, communal socioeconomic and other diversities. Students and staff belonging to different region, religion, caste having diverse socio-cultural and linguistic background are working together under one roof with complete harmony and enjoying the common facilities.

NSS Unit of MGIT organized various programs during the academic year 2020-21 like International Yoga day, plantation programme, Gandagi mukt Bharat, Fit India movement, FDP on Swachhata action plan, Rashtriya Ekta Diwas, celebration of Constitution Day, National Youth Day celebrations, Netaji Subash Chandra Bose birth Anniversary celebrations, swachh surveksan, Azadi Ka amrit Mahotsav, World Environmental Day etc., on online and offline platforms based on the situation. Programs like Elimination of Single use Plastic, awareness on Covid-19, Distribution of Masks and sanitizer etc., were organized at the adopted villages also.

NSS Unit organizes blood donation camps regularly (almost twice in a semester) on the campus and conducts a special camp every year at an adopted village taking up the activities like Clean & Green, Bushes pruning, awareness programs, Road cleaning, Interaction with villagers & School Children etc. Institute organizes induction program for newly admitted students every year in which the activities like arranging lectures on Universal Human Values, Meditation & Spirituality, Personality development, Career development, Yoga, Psychology & Stress management, Road safety, Gender sensitization, Environmental awareness & sustainable development, Communication skills, Morals & Ethics etc., will be taken up. There will be Literary & Cultural club activities, Sports & NSS activities and local area visits during this induction program. Members of the students clubs (Drama & Film making, Arts, Literary, Music, Dance, Persona & Technology and Photography clubs) will organize various literary and cultural activities besides participating in various competitions being conducted at different places. However, as the academic activities were conducted on online mode during the academic year 2020-21 due to Covid-19 pandemic and with a limited scope of offline

activities, it was possible to conduct the programmes as mentioned in para 3.

In addition to routine programs, NSS and UBA of the institute will conduct the programs as directed by AICTE, MHRD, MGNCRE, JNTUH, UGC, Telangana State Government etc., for the benefit of society and for overall development of students. Institute also encourages various charity activities being initiated by staff and students besides entertaining certain NGOs which are involved in taking up charity programs to help the people in need. Students of Spotlight club (Drama & Film making) have made a video clipping on Covid'19 precautionary measures to be practiced and posted on social media during April 2020 and they are also involved in making short films on various issues of social importance.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

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

S.No

Name of the activity

Date of Activity

Description

1

Rashtriya Ekta Diwas

31-10-2020

Pledge taking ceremony was conducted and 38 Staff members participated.

2

## Celebration of "Constitution Day"

26-11-2020

Mass reading of preamble to the Constitution of India. 41 Staff members participated.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="#">NA</a>
Any other relevant information	<a href="#">NA</a>

**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**

**C. Any 2 of the above**

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
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	No File Uploaded
Any other relevant information	No File Uploaded

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

and festivals

7.1.11 Following activities were taken up to celebrate/organize national and international commemorative days, events and festivals during the Academic Year 2020-21:

Sl. No

Name of the activity

Date of Activity

Description

1

International Yoga Day

20.06.2020

Conducted online programme on "International Yoga Day celebrations". 250 staff members and 350 students have participated.

2

Celebration of "Constitution Day"

26.11.2020

Mass reading of preamble to the Constitution of India. 41 Staff members participated.

3

Rashtriya Ekta Diwas

31.10.2020

Pledge taking ceremony was conducted and 38 Staff members participated

4

National Youth Day celebrations

12.01.2021

An Invited talk was delivered by Sri.B.S.N. Murthy. It was organized in association with Vivekananda Institute of Human Excellence. Number of participants: 246

5

Netaji Subhash Chandra Bose Birth Anniversary Celebrations

23.01.2021

Competitions in Essay writing, Debate, Design & presentation of virtual posters and poetry recitation were conducted and prizes were distributed. About 80 students and 10 staff members participated.

6

World Environmental Day celebrations

05.6.2021

Dr. D. Shashikala, Aasistant Professor, Dept. of Environmental Science.,O.U - Hyderabad delivered a lecture. (Number of participants including students and staff: 119).

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
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.

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

1. Title of best Practice: MENTORING SYSTEM FOR STUDENTS

2. Objectives of the Practice: To improve performance and reduce stress on the students with the help of counselling sessions.

3. In general, students undergo various problems of stress: personal, academic, physical, mental. When students are new to professional college life, it creates a lot of stress, especially to hostel students who are away from family for the first time. Students from educationally weak background feel very complex and experience hesitant situations in class due to inhibitions. Statistics indicate increasing number of suicidal cases and dropouts. Considering the student-teacher ratio in classrooms, it is difficult most of the times to give personal attention to students during the class. One good solution therefore is a 'Mentor - Mentee system' in which mentor nurtures the bond with students in the true sense. Mentoring is required for students to achieve emotional stability.

4. The Practice.

- Each faculty member is assigned around 10-12 students (referred as mentees) for the complete duration of their course of study.
- They meet at least once in a month to discuss, clarify and share

various problems which may be personal or academic, etc.

- The mentors encourage the students to participate in co-curricular and extracurricular activities and sports.
- Their academic performance and other activities are all recorded.
- The mentors also keep in touch with the parents with regard to their ward's attendance, internal examination performance, tuition fee payment on weekly basis
- The mentors also counsel the students in during the needs of emotional problems.
- When the students have any problem in any department either with the staff or with work completion the mentors speak with the respective staff and sorts out the problem.
- Mentors take special care of weak students, who are given advice on how to study, prepare a schedule of time table for study and to clarify the doubts.
- Chief Mentor is Head of the department concerned and monitors the progress related to counselling of students by mentors.

## 5. Evidence of Success

Evidence of success of this 'Mentor-Mentee' activity includes, better results in the examinations, improved attendance, increased participation in co-curricular and extracurricular activities, better discipline on campus, increased number of campus placements and respectful relationship between staff members and students.

## 6. Problems Encountered and Resources Required

This practice requires sincere faculty members who have the commitment to help students. There are no limitations noticed during implementing the program.

\*\*\*\*\*

1. Title of Best Practice -IMPARTING EMPLOYABILITY ENHANCEMENT SKILLS

2. Goal

- To plan and organise training sessions to impart employability enhancement skills.
- To improve quality of placements and CTC to the selected students.
- To attract domain specific companies along with companies working on emerging technological areas.

### 3. The context

Admissions in most of the technical institutions happen through common entrance examination conducted at state level. Majority students hail from rural background. Their subject knowledge related to foundation courses is really good, but they lack in communications skills. Keeping this in view, curriculum having subjects like, "English Communication Skills Laboratory" & "Technical writing skills" facilitate students to improve their Listening, Speaking, Reading & Writing (LSRW) skills.

### 4. The practice

- Campus Recruitment training programs are organized by Training & Placement section to train the students in soft skills, analytical and logical ability which are essential for recruiters.
- These activities are scheduled and allotted time slots for 2 lecture hours in the time tables for all the classes.
- Training & Placement Officer with the help of Coordinator - Alumni Activities Committee arrange interactive sessions on regular basis by inviting successful alumni working in various companies.
- All the students are encouraged to register for training sessions on ONLINE platforms to improve their technical skills and enhance employability opportunities.
- The HoDs of different departments monitor the activity with the support of coordinators.

### 5. Evidence of Success

- Increased number of placements
- Increased number of companies visiting the campus
- Increase in Median salary to successful candidates
- Increase in number of candidates with pay package greater than 10 lakhs.

## 6. Problems encountered and Resources required.

This practice requires a continuous monitoring system which can show the progress and fill the gaps at each point of time. The team of coordinators under the guidance of Training & Placement Officer is serving the purpose but it needs a separate department to address various training needs keeping in pace with the present day technological advancements.

File Description	Documents
Best practices in the Institutional website	<a href="#">NA</a>
Any other relevant information	<a href="#">NA</a>

## 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

7.3.1 Portray the performance of the institution in one area of distinctive to its priority and trust within 200 words

### LEARNING THROUGH MOOCS

In general, Teaching Learning process mostly will be around Chalk & Talk with support from ICT Tools. In the recent times learning through MOOCS is gaining lot of importance.

Massive Open Online Courses (MOOCs) have become a popular avenue for diverse learners to upgrade their knowledge and skills. Instructors who are new to creating MOOCs tend to focus on the use of technology features to mimic their classroom actions. While it is necessary to be aware of the technology affordances, it is more important to focus on the pedagogy of how to use the MOOC features effectively to foster student engagement and learning.

At our institute, Mahatma Gandhi Institute of Technology, Hyderabad the faculty members resolved to have at least ONE certification every semester.

During COVID pandemic & after that in every educational institute there is a lot of activity around ONLINE learning.

During COVID pandemic, staff & students of our institute have

registered a total of around 46371 learning hours with average course rating of 4.7 out of 5 and bagged 1706 certifications during 2020-21 & 2127 certifications during 2019-20 using COURSERA platform.

At our institute, our faculty members and Students started to learn courses using NPTEL platform from 2019-2020 academic year onwards.

Having acquaintance with MOOCs platforms, our faculty members and Students continued their learning using NPTEL platform.

Our Institute was in the top 10 institutions list in the country with AAA rating during 2019, 2020 & was in top 50 institutions list in the country with AA rating during 2021, as acknowledged by NPTEL.

One of our Faculty, DrMd. FaizurRahman figured in the list of NPTEL Domain Scholars during July - December 2021.

Following are the points considered for Domain Scholar recognition:

Domains are being created in multiple disciplines by NPTEL. Basic guidelines are as follows:

1. Every domain will comprise Core courses and Elective courses.
2. The learner has to complete and pass all the core courses listed.
3. The student can take electives from the list of choices available as specified as required for the domain and should pass these courses too.
4. The Final score in any of the courses in a domain should not be  $< 55$ .
5. Average of all courses in the domain should be  $\geq 60$ .
6. Every domain also has another parameter - number of weeks of learning that have to be completed.
7. A candidate is supposed to have completed a domain when the number of core and elective courses defined have been done (passed as per course criteria and Final score in each  $\geq 55$  with average  $\geq 60$ ) AND the sum of the duration of the courses taken in the domain  $\geq$  number of weeks of learning specified.
8. It is recommended that the domain be completed within a period of 3 years from the date of starting the first

course.

9. If the same course is listed in different domains, then it will be counted in only one domain for calculation.

One of our Faculty, DrMd. FaizurRahman& one of our student Mr. D. Vamshi Krishna (Computer Science & Engineering) figured in the list of NPTEL Discipline Stars during July - December 2021.

Following are the points considered for Discipline stars by NPTEL:

1. Candidates should have completed courses whose duration totals to 50 weeks or more.
2. All courses should be in a particular discipline (as seen from the discipline of the course code).
3. The final score in every course must be  $\geq 55$ .

## 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

Mahatma Gandhi Institute of Technology is affiliated to Jawaharlal Technological University, Hyderabad during the academic year 2020-21. The Almanac consisting of various academic activities will be issued by the parent university and the curriculum delivery is done by adhering the time schedule mentioned in the Almanac by University viz. the instruction period, the conduct of internal examinations, internal practical examinations and End Semester Practical Examinations.

The faculty will prepare Lesson plan and Course Plan with Course outcomes mapped to programme outcomes, Program educational objectives and Program Specific Outcomes adhering to the Almanac and will be verified by the concerned Head of the Department and will be approved by the Principal.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="#">NA</a>

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

MGIT was affiliated to Jawaharlal Nehru Technological University, Hyderabad, and the academic calendar for courses (UG & PG) was decided by the affiliating university. The continuous internal evaluation was conducted as per the rules framed by the examination section of the affiliating university.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://drive.google.com/file/d/1s6TeEgYfDOj7UGha2Ohd6OML_nVLhkbz/view">https://drive.google.com/file/d/1s6TeEgYfDOj7UGha2Ohd6OML_nVLhkbz/view</a>

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

**B. Any 3 of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 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**

**13**

File Description	Documents
Any additional information	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	<b>No File Uploaded</b>
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

**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)**

10

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

735

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

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

Institution integrates cross cutting 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.

**Gender Sensitization**

Mandatory course "Gender Sensitization Lab" for 2nd year is important part of Curriculum. This course offers an introduction to Gender Studies, an interdisciplinary field that

asks critical questions about the meanings of sex and gender in society. The primary goal of this course is to familiarize students with key issues, questions and debates in Gender Studies, both historical and contemporary. It draws on multiple disciplines - such as literature, history, economics, psychology, sociology, philosophy, political science, anthropology and media studies - to examine cultural assumptions about sex, gender, and sexuality.

The college has Women Grievance Cell and Grievance Redressal Cell 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.

#### Moral Values, Human Values & Professional Ethics

Fourteen days Induction programme related to values and ethics is an integral part of the curriculum of the first year. The mandatory course "Intellectual Property Rights" for 3rd year is important part of Curriculum. Students will be able to understand the importance of trademarks, law of copy right, law of patents which inculcates values in their professional life after studying this course.. It is in response to a long- felt and urgent need to integrate value education with decision making skills in their personal, social and professional life. 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.

#### Environment & Ecology

The course "Environment Science" related to ecosystem, its balance & sustainability is an integral part of the curriculum of the 1st year. University prescribed this course for creating awareness and developing importance of environment among students. Awareness about Environment is necessary for the protection of the environment and survival of human life. The basic aim of this subject is to make the students aware about the importance of ecosystem to human life. The College has an integrated rain water harvesting System. There is an extensive

ongoing tree plantation program. College celebrates the day of National importance as Earth day, Environment day and Ozone day. The college organizes workshop/ seminars on Environment & Ecology to make students aware about efficient use of natural resources.

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.	<a href="#">View File</a>

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

88

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

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

499

File Description	Documents
Any additional information	<a href="#">View File</a>
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

#### 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**

**C. Any 2 of the above**

File Description	Documents
URL for stakeholder feedback report	<a href="https://drive.google.com/file/d/1WLZoFbP_iorne0d0lXuarcD0F6uSACgc/view?usp=sharing">https://drive.google.com/file/d/1WLZoFbP_iorne0d0lXuarcD0F6uSACgc/view?usp=sharing</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<b>No File Uploaded</b>
Any additional information	<a href="#">View File</a>

**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	<a href="#">View File</a>
URL for feedback report	<a href="#">NA</a>

#### 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**

**859**

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

## 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

532

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 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 institution organizes Orientation programmes /Induction programmes for freshers both at the college level and at the department level. The facilities in the college and the scope of the subjects being learnt are introduced in these sessions.

Bridge Courses are conducted at the departmental level to lift the students to the level of higher education. The Department of Information Technology organize bridge courses at the beginning of the academic year for the non-subject students (i.e. for Lateral entry students) enabling them to cope with the programme to which they are enrolled.

Strategies adopted for slow learners

- Remedial Classes are conducted with an aim to improve the academic performance of the slow learners, absentees and students who participate in sports and other activities. This practice helps the struggling learners to improve subject knowledge and helps them catch up into their peers.

- Academic and personal counseling are given to the slow learners by the tutor, mentor

- Provision of simple and standard lecture notes/course materials

Following activities are done by teachers for students for slow learners:

1. Individual counseling and mentoring.
2. Internal examination process.
3. Encouragement in NSS, Sports and academic activities.
4. Extra library books.

Strategies for the advanced learners

- Coaching is also given in Skill Development Programme like Communicative English, Aptitude and Placement.
- Advanced learners are encouraged to enroll in MOOC Courses - Swayam, EdX and some online courses like COURSERA.
- Provision of additional learning and reference material
- Assignment and Student Seminars on contemporary topics to enable them for placement
- Advanced Learners are provided coaching classes for competitive exams.
- Students are encouraged to participate and present papers in various Seminars/ Conferences/ Workshops/ Inter-Collegiate Competitions organized by other colleges.
- Participation by the students in the in-house competitions such as Debate, Group Discussion, Problem Solving - Decision Making Exercises and Quiz Programmes are also encouraged.
- To enhance their confidence level, the college conducts various activities such as Cultural, NSS, and Sports to develop their overall personality.
- The academic achievements of the students are extremely motivated and highly praised by the College by celebrating Graduation Day every year. Students, who secured Ranks in the University Examination, are honored with Medals in the

**Graduation Day.**

Following activities are done by teachers for Advance learners:

1. Conducting Seminar sessions
2. Experimental learning sessions i.e. Industrial Tour
3. Encouraging for Projects
4. Internet facility.

File Description	Documents
Paste link for additional information	<a href="#">NA</a>
Upload any additional information	<a href="#">View File</a>

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

Number of Students	Number of Teachers
<b>3414</b>	<b>238</b>

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

**2.3 - Teaching- Learning Process**

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

**2.3.1. Student centric methods (Experiential Learning, Participative Learning and problem solving methodologies)**

A variety of teaching methodologies have been adopted for the students for Teaching-Learning Process. These include subject based power point presentations, video lectures, and webinars. The College organizes online conferences, online training sessions regularly to enhance quality learning. A part from the regular classroom lectures using Google meet platform, we also do offer Swayam/NPTEL based lectures for enhancing in-depth

knowledge. Each and every classroom is equipped with the latest tools like the projector, display equipment etc. The ICT tools will be updated on par with the advancements in the technological industry.

Upload a description in maximum of 200 words

The institute focuses on the student-centric methods of enhancing lifelong learning skills of students. Faculty members make efforts in making the learning activity more interactive by adopting the below-mentioned student-centric methods.

**Experiential Learning:** Each department conducts add-on programs to support students in their experiential learning. The institution imparts the following experiential learning practices to enhance creativity and cognitive levels of the students -

- Laboratory Sessions are conducted with content beyond syllabus experiments.
- Summer Internship -Students get hands on training while working in the company.
- Add-on Courses on latest technologies with NPTEL, Coursera etc.
- Project development on latest technologies by students where they showcase their working model in the technical fest.
- Industrial Visits to engage them in experiential learning while visiting the organization.
- Certification Courses by the market experts such as CISCO-CCNA to develop their expertise.
- Participation in simulated events such as hackathons where they acquire experience of working on some real-life model.

**Participatory Learning:** In this type of learning, students participate in various activities such as seminar, group discussion, wallpapers, projects, and the skill based add on courses. Students are encouraged to participate in activities where they can use their specialized technical or management skills, such as

- Annual Tech Fest - It is organized every year in the department to conduct technical and non technical events.
- Alumni Fest- This is organized every year by the management to interact with alumni and they can share their experiences with students to cope up with current industry requirements
- Annual cultural program(NIRVANA) - This is organized every year for the students of the college to give a vent to their creativity.
- Seminar Presentation - Students develop technical skills while presenting papers in seminars.
- Presentation and publishing of papers in conferences and journals - The objective is to give them exposure to learn and imbibe new skills.
- MOOC Programs (NPTEL, COURSERA etc.)

Problem-solving methods: Departments encourage students to acquire and develop problem-solving skills. For this, college organizes expert lectures on various topics, motivate students to join MOOC courses, participate in various inter-college and intra-college technical fests and other competitions such as:

- In-house summer training with project development
- Participation in NSS and Sports activities
- Class presentations
- Participation in Inter college events

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	<a href="#">NA</a>

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

### 2.3.2 Teachers use ICT enabled tools for effective teaching-learning process.

Write description in maximum of 200 words

Today, it is essential for the students to learn and master the latest technologies in order to be corporate ready. As a consequence, teachers are combining technology with traditional mode of instruction to engage students in long term learning.

1. Google classroom is used to manage and post course related information- learning material, quizzes , lab submissions and evaluations, assignments, etc.
2. Virtual labs are used to conduct labs through simulations.
3. The PPTs are enabled with animations and simulations to improve the effectiveness of the teaching- learning process.
4. The online learning environments are designed to train students in open problem-solving activity.
5. Lab manuals are mailed to students well in advance the experiment is performed and materials are sent through winnou.
6. Online quizzes and polls are regularly conducted to record the feedback of the students.
7. To teach mathematical subjects in online mode, teachers have used various online tools like- whiteboard in Microsoft teams, Jamboard in Google meet, etc.

#### Use of ICT By Faculty-

A. PowerPoint presentations- Faculties are encouraged to use power-point presentations in their teaching by using LCD's and projectors. They are also equipped by digital library, online search engines and websites to prepare effective presentations.

B. Industry Connect- Seminar and Conference room are digitally equipped where guest lectures, expert talks and various competitions are regularly organized for students.

C. Online quiz- Faculties prepare online quiz for students after the completion of each unit with the help of GOOGLE

**FORMS .**

**D. Video Conferencing-** Students are counseled with the help of Zoom / Google meet applications.

**E. Video lecture-** Recording of video lectures is made available to students for long term learning and future referencing.

Link for Video recordings of first semester 2020-21

<http://mgit.ac.in/ay2021-Isem-gmrs.html>

Link for Video recordings of second semester 2020-21

<http://mgit.ac.in/ay2021-IIsem-otc-gmrs.html>

**F. Online competitions-** Various technical events and management events such as Poster making, Project presentations, paper presentations etc. are being organized with the help of various Information Communication Tools.

**G. Workshops-** Teachers use various ICT tools for conducting workshops

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="#">View File</a>

### **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**

180

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	No File Uploaded
Mentor/mentee ratio	<a href="#">View File</a>

## 2.4 - Teacher Profile and Quality

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

238

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

### 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

71

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

### 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

10

File Description	Documents
Any additional information	<a href="#">View File</a>
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

## 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.

For theory subjects, during a semester, there shall be two mid-term examinations. Each mid-term examination consists of one objective paper, one descriptive paper and one assignment. The objective paper and the descriptive paper shall be for 10 marks each with a total duration of 1 hour 20 minutes (20 minutes for objective and 60 minutes for descriptive paper). The objective paper is set with 20 multiple choice, fill- 8 in the blanks and matching type of questions for a total of 10 marks. The descriptive paper shall contain 4 full questions out of which, the student has to answer 2 questions, each carrying 5 marks. While the first mid-term examination shall be conducted on 50% of the syllabus, the second mid-term examination shall be conducted on the remaining 50% of the syllabus. Five marks are allocated for assignments (as specified by the subject teacher concerned). The first assignment should be submitted before the conduct of the first mid-term examination, and the second assignment should be submitted before the conduct of the second mid-term examination. The total marks secured by the student in each mid-term examination are evaluated for 25 marks, and the average of the two mid-term examinations shall be taken as the final marks secured by each student in Continuous Internal Evaluation. If any student is absent from any subject of a mid-term examination, an on-line test will be conducted for him by the University.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	<a href="https://drive.google.com/file/d/1D5S1iNM3W2hHM4Z9IyBrTi8MVSguTpGJ/view">https://drive.google.com/file/d/1D5S1iNM3W2hHM4Z9IyBrTi8MVSguTpGJ/view</a>

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

After evaluating mid-term examination papers, the answer scripts will be shown to students and any grievances will be addressed immediately.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	<a href="#">NA</a>

## 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 and course outcomes of all programmes are compiled and attached.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="#">NA</a>
Upload COs for all Programmes (exemplars from Glossary)	<a href="#">View File</a>

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

The attainment of Program outcomes of all programmes are compiled and attached.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="#">NA</a>

## 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**

747

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	<a href="#">NA</a>

**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://drive.google.com/file/d/1Svpngbgya2mJrnEd4dfSNh1ESfQ48PSvb/view?usp=sharing>

**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)**

144.23

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	<a href="#">View File</a>
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

**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**

9

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

### 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

6

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	<a href="#">View File</a>
Paste link to funding agency website	<a href="#">NA</a>

### 3.2 - Innovation Ecosystem

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

**Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge. The information is attached in the file.**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="#">NA</a>

#### 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**

11

File Description	Documents
Report of the event	No File Uploaded
Any additional information	<a href="#">View File</a>
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

**3.3 - Research Publications and Awards****3.3.1 - Number of Ph.Ds registered per eligible teacher during the year****3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year**

0

File Description	Documents
URL to the research page on HEI website	<a href="#">NA</a>
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**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**

324

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

**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**

80

File Description	Documents
Any additional information	<a href="#">View File</a>
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

**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

**The summary of extension activities is enclosed in the attachment.**

File Description	Documents
Paste link for additional information	<a href="#">NA</a>
Upload any additional information	<a href="#">View File</a>

**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**

5

File Description	Documents
Any additional information	<b>No File Uploaded</b>
Number of awards for extension activities in last 5 year (Data Template)	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>

**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

20

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

### 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

2091

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 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

424

File Description	Documents
e-copies of related Document	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	<a href="#">View File</a>

### 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

7

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

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

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

The institution has adequate facilities for teaching - learning. viz., classrooms, laboratories, computing equipment etc The institution ensures adequate availability and optimal utilization of physical infrastructure as it is critically linked to the vision of the college- 'to create an environment of excellence in education' through technologically advanced pedagogical tools. At the beginning of the academic year need- assessment for replacement / up-gradation / addition of the existing infrastructure is carried out based on the suggestions from BOS members, Heads of the departments, lab technicians and system administrator after reviewing course requirements, computer-student ratio, budget constraints, working condition

of the existing equipment and also students' grievances. The Time Table committee plans ahead for all requirements regarding classrooms, laboratories, furniture and other equipments. Optimal deployment of infrastructure is ensured through conducting workshops/awareness programs/training programs for faculty on the use of new technology. Effective utilization of infrastructure is ensured through appointment of adequate and well qualified lab technicians/system administrator. The optimal utilization is ensured through encouraging innovative teaching - learning practices. The available physical infrastructure is optimally utilized beyond regular college hours, to conduct certificate courses, co-curricular activities/extra - curricular activities, parent teacher meetings, Campus Recruitment Training classes, campus recruitments, meetings, seminars, conferences etc.,. It is used as an examination centre for Bank Recruitment examinations, Government examinations/University Examinations like GATE, NET, etc.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="#">NA</a>

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

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

Details of facilities for sports, games.

The institute gives utmost importance to the overall development of students and organizes various sports and games in campus regularly. Sports facilities is the key element for the management of sports activities to be developed in accordance with the capabilities available to them. And it is the administration that ensures the achievement of its objectives.

To support this ,the institution has the following facilities which are kept beyond the working hours for students and staff.

Facilities available in the institution for sports and games.

- To play indoor games, there are 4 table tennis (TT) tables, TT bats, 4 boxes of TT balls, 7 carrom boards, 4 chess boards.
- For football games there is 1 foot ball ground covered across the area of 80,000 sq ft, 4 footballs for the practice.
- For cricket, we have 1 cricket ground covered across an area of 2 acres. We have 10 bats, 6 sets of glass balls, 4 helmets, 2 pairs of wicketkeeper gloves, 2 thigh pads, 4 pairs of pads.
- For volleyball we have 3 volleyball courts, we have types of equipment 3 nets, 6 volleyballs.
- For basketball we have 2 basketball courts, we have 6 basket balls for practice.
- For throwball we have 1 throwball court. We have 2 throwballs.
- For kabaddi we have 2 kabaddi courts.

Not only sports and games we encourage our students to be fit by doing regular gym, the gym is kept open for the students to do regular exercise.

The institution provides the college team jerseys for the players who are representing the college team in the intercollegiate sports meets.

There is enough space for the athletes for their regular practice.

The institution provides specified material for the athletes like shuttle ball, javelin, discus etc.

LIST OF SPORTS GROUNDS

•

SPORTS NAME

1.

1.

BASKET BALL

1.

1.

1.

1.

1.

1.

1.

1.

1.

1.

1.

**THROW BALL**

1.

1.

1.

1.

**LIST OF GAMES INDOOR & OUTDOOR GAMES AVAILABILITY.**

S.NO

SPORTS NAMES

Type of game

1

Chess

Indoor

2

carrom

Indoor

3

Table tennis

Indoor

4

cricket

Outdoor

5

Foot ball

Outdoor

6

vollyball

Outdoor

7

Throw ball

Outdoor

8

kabaddi

Outdoor

9

basketball



**Outdoor**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="#">NA</a>

**4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.****57**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="#">NA</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

**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)****103.87**

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template	<a href="#">View File</a>

## 4.2 - Library as a Learning Resource

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

### 4.2 Library as a Learning Resource

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

Data Requirement for year: Upload a description of library with

- Name of the ILMS software
- Nature of automation (fully or partially)
- Version
- Year of Automation

MGIT established a spacious Central Library with an area of 577sq.mtrs. It started its function with a vision to serve the information needs of its users and to promote a continuous learning atmosphere with holding various Text Book, Reference Books, eBooks, Journals, Magazines, E-Journals, Subject PPT's, Subject Animations, Project Reports, Tutorials, Question Papers and NPTEL Video Lessons related to engineering and allied subjects. Central Library provides abundant information and intellectual requirements to the students and faculty with a user friendly approach. It offers a fully integrated and peaceful environment for conducting academic study.

#### Library Automation

Library is fully automated with NewGenLib Integrated Library Management Software since 2007. NewGenLib has all functional modules of library management completely implemented. It has the following modules.

- Acquisition

- Technical Processing
- Circulation
- Serials Management
- Reports
- OPAC
- Administration

#### ILMS Features

- Functional modules are completely web based
- Easily extensible to support other languages
- Automated e-mail/SMS integrated into different functions of the software
- Books are bar coded and transactions are being done using bar code
- Supports Android Mobile Phones and Tablets.
- Present Version of ILMS is 3.1.5, Release Date 29.10.2019

#### Integrated Library Management Software Names and its versions

S.No.

LMS Name & Version

Release Date/Year of Installation

1.

NewGenLib, v.3.1.5

29.10.2019

1.

NewGenLib, v.3.1.4

29.10.2017

1.

NewGenLib, v.3.1.3

10.3.2016

1.

NewGenLib, v.3.1.2

2.9.2015

1.

NewGenLib, v.3.0.4R3U1

7.11.2014

1.

NewGenLib, v.3.0.4R2

18.7.2013

Web Online Public Access Catalogue is an online database of materials held by a library. Web OPAC is computerized and can be accessed from a terminal in the library or any terminal located in the campus or outside the campus through internet. Users can search library catalogue to retrieve, to locate the documents and its complete bibliographic information of our library holdings. OPAC can also be used for searching by a given author's name, a given subject, key-word or title, status of the book, whether the book is on the shelf or issued and number of copies. Through OPAC users can check their account status, they can suggest book/books for procuring through login. List of new arrivals can also view and can be able send new arrivals list to anybody by e-mail. It supports Android mobile phones and Tablets. Searching the catalogue or locating books will be assist by the library staff.

There two types of search facilities. They are

- Basic Search
- Advanced Search

Boolean Operators:

Database and online searching, including OPAC keyword searches, make use of Boolean logic, which uses three basic operators:

AND is used to narrow the results to only those records that contain both search terms

OR is used to expand the search using like-terms

NOT is used to exclude an element from the search set

For the most precise search, you can combine multiple sets of search terms using Boolean operators

How to access Web OPAC:

User should go to college website and click on the Infrastructure, then click on Library and then select Web OPAC from left side menus.

After clicking on above mentioned link OPAC screen will appear

To Login:

User ID: Your roll number

Password: Contact Library Staff

E-mails Alerts

Regarding library transactions users get information on

- issues
- returns
- renewals
- reminders before due date and after due date

Library Mobile App:

Library Mobile App is now providing Central Library with NewGenLib version.3.0.3 update 5 has Android Capability ILMS. In this app users can access their library OPAC from their Android mobile phones and tablets. The following configuration is required for using app.

IP: 172.24.102.106, Port No.8080

This application provides the following facilities:

- Search library catalogue and view their status
- Login into their account by their user id
- New Arrivals
- My Transactions History

To Login:

- **User ID: Your roll number**
- **Password: Contact Library Staff**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="#">NA</a>

**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**

**A. Any 4 or more of the above**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

**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)**

**11.35**

File Description	Documents
Any additional information	<a href="#">View File</a>
Audited statements of accounts	<b>No File Uploaded</b>
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

**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**

300

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	<a href="#">View File</a>

**4.3 - IT Infrastructure**

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

Institution is having Wi-Fi facility for the all Departments including Examination Section and Administrative office. No new infrastructure or facilities have been established in the AY 2020-21 due to Covid and all the Academic works were conducted online.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	NA

**4.3.2 - Number of Computers**

1277

File Description	Documents
Upload any additional information	<a href="#">View File</a>
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	<a href="#">View File</a>

**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)

28.50

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

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

**Laboratories:** Annual maintenance of existing equipment is carried out by the concerned Departments. Based on JNTUH syllabus revisions, if any new equipment to be added; Heads of the Departments proposes the details with quotations for approval by the D & P Committee of CBES. Often Departments add new equipment to meet the requirements of Consultancy and R & D activities in addition to academic requirements.

**Library:** All the Departments put up proposals for additional library facilities, in terms of reference books and text books. The proposals are normally approved by D & P Committee of CBES.

**Sports Complex:** College has Physical Director in the department of Physical Education. Every year inter collegiate games are conducted involving about 15 engineering colleges. In addition sports and games competitions are held every year on the occasion of college annual day. Prizes and certificates are awarded in the college annual day. Many boys and girls students participate in the competitions. During the annual day celebrations NIRVANA, events for faculty will also be held along with students.

**Computers:** College maintains about 20% more than the AICTE norms for the availability of computers in the college. With the recent norms of AICTE and NBA requirements every Department has established computer centre and project lab for PG students. All the laboratories, faculty rooms, library have Internet facility. College maintains Wifi for entire campus.

**Class Rooms:** College has 66 class rooms, 78 laboratories, 7 seminar halls and one Auditorium of capacity 350. College has about 55 class rooms with LCD and OHP facility.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="#">NA</a>

## 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

1701

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
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)	<a href="#">View File</a>

#### 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

26

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

**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	<a href="#">NA</a>
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

**808**

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

**808**

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

<p><b>5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees</b></p>	<p><b>C. Any 2 of the above</b></p>
--	-------------------------------------

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	<b>No File Uploaded</b>
Details of student grievances including sexual harassment and ragging cases	<b>No File Uploaded</b>

## 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

**626**

File Description	Documents
Self-attested list of students placed	<b>No File Uploaded</b>
Upload any additional information	<a href="#">View File</a>
Details of student placement during the year (Data Template)	<a href="#">View File</a>

### 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

**68**

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	<a href="#">View File</a>
Details of student progression to higher education	<a href="#">View File</a>

### 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

125

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

### 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)	<a href="#">View File</a>

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 )

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

There is Co-Curricular & Extra Curricular Activities committee for engaging students in various co-curricular and extracurricular activities for all-round development of the students, college organizes many co-curricular & extra-curricular activities in the campus and also encourages students to take part in inter collegiate and inter university competitions in addition to other activities sponsored by various organizations. The Co-Curricular & Extra-Curricular Activities committee encourage & ensure the participation of students in various activities.

Functions of Co-Curricular & Extra Curricular Activities committee:

1. To prepare the calendar for co-curricular & extra-curricular activities and obtain prior approval.
2. Plan to organize co-curricular & extra-curricular activities in the campus.
3. Make arrangements for the students to participate in off campus activities of international, national, state and local level competitions.
4. Prepare list of student participants and take prior approval from the Principal.

File Description	Documents
Paste link for additional information	<a href="#">NA</a>
Upload any additional information	<a href="#">View File</a>

### 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

0

File Description	Documents
Report of the event	No File Uploaded
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)	<a href="#">View File</a>

### 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

#### Contribution of Alumni Association to the Institute

The MGIT Alumni Association has been officially registered with the Registration number 211/2008 during February 2008. Since then, the Association has been involved in strengthening its activities through conducting periodic meetings in and outside the Institute. The Alumni of all disciplines of MGIT have been visiting the Institute and guiding the undergraduate students in carving their careers in a better way. All the Departments of the Institute have appointed the respective Alumni coordinators (faculty members). The undergraduate students are encouraged to take the data of the Alumni and interact with them time and again. Till to date, 8 Institute level Alumni meets have been organized and Department level Alumni

interactions are being held periodically. Some of the Alumni, who have established well in their career and set up their own industries/organizations/software centers have been coming down to recruit the undergraduates of the Institute in their organizations. Also, the Alumni of respective Departments are contributing financially towards the smooth conduct of Department Technical Events. During the Institute Level Alumni meets, the Alumni Association has been giving suggestions for further development of students' preparedness for undertaking challenging tasks after graduation. The Alumni from every Department have been guiding the current undergraduate students of the Institute by way of interacting with them through holding Career Guidance Activities within the Institution. The Alumni Association is actively involving itself in meeting the students of the Institute and forming student committees. These committees would work towards enriching the database of the alumni of all the departments, tracking their whereabouts, seeking their support in organization of Technical, Cultural and Technocultural events in the Institute. These committees also would take care of the organization of workshops/Guest Lectures from the alumni. Website exclusively for alumni is also being designed with the help of these committees. In near future the Alumni Association would be making its mark in connecting well itself with the Institute and transforming the Institute into one of the best in the country.

File Description	Documents
Paste link for additional information	<a href="#">NA</a>
Upload any additional information	<a href="#">View File</a>

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

File Description	Documents
Upload any additional information	<a href="#">View File</a>

## 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

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

Mahatma Gandhi Institute of Technology is a co-educational self-financing private engineering college governed by ChaitanyaBharathi Educational Society, Hyderabad. The College functions under the chairmanship and guidance of the erudite members of CBES and locally administered by an Administrative Committee consists of Principal, Directors, Heads of the departments and various heads of functional units. The College functions in compliance with the directions given by UGC, AICTE, Government of Telangana and JNTUH, Hyderabad to which it is affiliated.

Vision :“MGIT envisions, inspires and motivates its students to imbibe knowledge with which they can excel and serve the nation with great elan”.

Mission :“The Mission of MGIT is to strive towards the development and dissemination of knowledge in many diversified academic and professional fields. It aims to reach the pinnacle of technical excellence while pursuing quality improvement continuously. Also, its mission is to train manpower with a capacity to take-up policy formulation and decision making responsibilities in terms of resource management”.

File Description	Documents
Paste link for additional information	<a href="#">NA</a>
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.

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

The College ensures decentralized and participatory governance. It emphasises on collaborative administration by incorporating all its stakeholders. The Management enlists the talents of the staff in shouldering various administrative responsibilities and appoints them as officials that include Principal, Director-

AES, Director-Ranking & Accreditation, Director-CDC, Director-ITI&P, Director-Student Welfare, Coordinator-Research center, Co-ordinator - IQAC, Controller of Examinations, Addl. Controller of Examinations, Asst. Controller of Examinations, Heads of various Departments, In-charges for various functional units, Accounts Officer and Coordinators for various non-statutory committees. Students also participate in the governance of the Institution through effective representation through Student Council, Planning and Evaluation Committee and other committees. This hierarchical structure makes sure of delegating the power and allocation of responsibilities for the smooth functioning of the College.

There are 4 statutory committees which function efficiently and effectively with the support of 32 non-statutory committees. Besides, there are also other committees, associations, forums and student clubs, Counselling Cell, and so on.

File Description	Documents
Paste link for additional information	<a href="#">NA</a>
Upload any additional information	No File Uploaded

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

**6.2.1 Institutional strategic/perspective plan is effectively deployed.**

The Institution, inspired by its vision: "MGIT envisions, inspires and motivates its students to imbibe knowledge with which they can excel and serve the nation with great elan", charts out its perspective plan and effectively implements it with the following objectives:

1. Impart up-to-date knowledge to the students in chosen fields to make them quality engineers
2. To improve teaching & learning process through continuous assessment.
3. Students to experience the learning using quality equipment and tools.
4. Provide quality environment and services to all the

stakeholders.

5. Provide systems, resources and opportunities for continuous improvement.
6. Maintain global standards in education, training and services.
7. To equip the teachers with the latest computing facilities along with modern teaching aids.
8. To enroll and nurture meritorious students.
9. To promote Research & Consultancy.
10. To improve the Industry Institute interaction towards achieving the Institutes Vision & Mission.
11. Continuous up-gradation & development of infrastructural facilities.
12. To establish "Finishing Schools" to help the weak/rural students to improve their personality development and employability skills.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	<a href="#">NA</a>
Upload any additional information	No File Uploaded

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.

**6.2.2 - THE FUNCTIONING OF THE INSTITUTIONAL BODIES IS EFFECTIVE AND EFFICIENT AS VISIBLE FROM POLICIES, ADMINISTRATIVE SETUP, APPOINTMENT, SERVICE RULES and PROCEDURES ETC.**

**ADMINISTRATIVE SETUP:**

With the hands-on experience of the management, the Institutional Management is designed in a scientific way with transparency to get the optimum results out of it. A hierarchical set up is established from management to down the level clearly demarking the Duties, Responsibilities, Accountability and Authorities at every stage.

The organizational structure of the institution is given below.

**Structure:**

The over-all structure of the Institutional Management is categorized as "ACADEMICS" and "ADMINISTRATION". Keeping in view all the stakeholders and with more focus on students an effective administrative system is structured.

**Functions of Key Administrative Positions:**

The Governing Body reviews the developmental needs of the institute periodically. It plays a key role in designing, approval and implementation of quality policies and plans. The management governs the institute in a transparent way by involving all its stakeholders.

The Governing body being the authority, directs the Principal to ensure the Vision, Mission and Objectives of the Institute are fulfilled. Secretary of the society being the convener, conducts the Governing body meetings periodically to review the activities of the institute.

The Management provides proper support for policy and planning through need based analysis, and consultations with the stakeholders. Feedback is regularly taken from the stakeholders like students, alumni, employers, industry and faculty at various levels and the same is analyzed and implemented accordingly for realizing the vision of the institute. The Principal of the institute in consultation with the Heads of the department and faculty in charges formulates the policies & plans and submits the same for the approval of the management on regular basis.

**Service Rules, Policies and Procedures:**

The institution has its own service rules, policies and procedures for effective functioning of the institution. The service rules and policies are as per the State Government regulations.

**Link of Service Rule from website:**

File Description	Documents
Paste link for additional information	<a href="#">NA</a>
Link to Organogram of the institution webpage	<a href="#">NA</a>
Upload any additional information	<a href="#">View File</a>

**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	No File Uploaded
Any additional information	<a href="#">View File</a>
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	No File Uploaded

**6.3 - Faculty Empowerment Strategies**

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

MAHATMA GANDHI INSTITUTE OF TECHNOLOGY

(AUTONOMOUS)

Chaitanya Bharathi P.O, Gandipet, Hyderabad - 500 075

**Welfare Measures for Teaching & Non-Teaching Staff**

- o Health Insurance for Teaching & Non-Teaching Staff with a sum insurance of Rs.2,00,000/- and Rs.3,00,000/- respectively
- o Accidental Insurance to all the Teaching & Non-Teaching Staff with a risk coverage of Rs.5,00,000/-
- o GSLIS (Group Savings Linked Insurance Scheme) with a sum

- insurance of Rs. 1,00,000/- for staff members who opted
- Statutory Benefits to all the eligible staff members such as EPF, ESI, Gratuity etc.,
  - Residential Quarters based on the availability
  - Transport Facility to all the Staff Members with concession rates
  - Health Centre within the campus is provided with a qualified & experienced Doctor and a Staff Nurse
  - Periodical Health awareness Camps and Blood Donation Camps at Institution Level
  - Providing Maternity Leave to the woman employees as per the eligibility
  - Encourage staff members for higher studies and allow them to attend Orientation Program and Trainings such as FDPs, Conferences etc.,
  - Conducted Vaccination Drives to vaccinate First and Second Doses to all the Staff & Students with the help of District Health Medical Officer, Ranga Reddy District, Telangana State

File Description	Documents
Paste link for additional information	<a href="#">NA</a>
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

34

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)	<a href="#">View File</a>

### 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**

52

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	<a href="#">View File</a>
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>

**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**

215

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	<a href="#">View File</a>
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

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

**IQAC - Describe the functioning status of the Performance Appraisal System for Teaching and Non -Teaching Staff :**

**Performance Appraisal System for Teaching Staff:**

A good performance management system works towards the improvement of the overall organizational performance of teams and individuals for ensuring the achievements of the overall organizational vision and mission. Faculty Members of the Mahatma Gandhi Institute of Technology have to perform a variety of tasks pertaining to diverse roles that include Teaching, Innovation, Research and Supervision of Laboratories keeping abreast with changes in Technologies, develop expertise for effective implementation of Curricula, provide Services to the Industry and Community by contributing solutions to problems in Industry, supporting Co-Curricular and Extra-Curricular activities, shouldering of Administrative responsibilities and Co-operation with other Faculty, HODs and the Principal. It is therefore important that an effective Performance Appraisal System for Faculty has to be put in place which will be vital for optimizing the contribution of Individual Faculty to the overall performance of the Institute and also comply to the Regulatory Guidelines of UGC, AICTE and other bodies. Thus, it is necessary to assess and evaluate the performance of the Teaching Staff in MGIT on a scientific basis in order to raise the standards of the Education based on NIRF Parameters, NBA, NAAC procedures, AICTE and UGC Guidelines.

The performances are classified into four categories

- (i) Teaching, Learning and Evaluation related activities
- (ii) Co-Curricular, Extension and Professional Development related activities.
- (iii) Social Responsibility and participation in community services.
- (iv) Research Publications and Academic Contributions

The following weight ages are assigned to these categories: 20:100:50:50. At the end of each academic year, the data pertaining to the above categories is collected from each faculty member in the proforma suggested by AICTE. Based on the

data collected, the Credit Points are calculated for each of the four categories. The Principal in consultation with senior Professors/ HODs fix certain minimum Credit Point scores to be achieved by the faculty members in the four categories. Further, at the end of each semester, feedback forms are issued to the students for each of the courses attended by them. The feedbacks along with different aspects pertaining to the teaching process are gathered. A team consisting of the Head of the Department and Senior Professor in the Department goes through the feedback forms collected and suggest suitable measures to improve the teaching-learning process. All these scores are used for the award of financial up-gradation to faculty members. Promotions are based on the Point Based Appraisal System (PBAS) proforma for UGC Career Advancement Scheme (CAS) that is based on the API score.

#### Performance Appraisal System Non-Teaching Staff:

The non-teaching staff in MGIT is also assessed through Annual Performance Appraisal. One of the important factors that impact the overall performance of an Institute is the Non-Teaching Staff and their contribution to the overall growth of the Organization. Apart from their regular roles and responsibilities, as a part of the Institute every Staff Member should take up diversified roles and extend their skills into various disciplines which enhances the performance standards of every individual and turns out to be a great asset to the Institute. The various parameters for staff members holding various designations are assessed on different categories. i.e. Character and Habits, Departmental Abilities, Capacity to do hard work, Discipline, Reliability, Relations/Co-operation with superiors, subordinates, colleagues, students and public, Power of Drafting (where applicable), efficient organization of documents and technical abilities. Each one of them is graded on a five-point scale, i.e., Excellent, Very Good, Good, Marginal/Average and Unsatisfactory/Poor. The overall assessment is based on the cumulative grade by the Reporting Officer/HoD, which is then forwarded to the Principal by the forwarding officer. On satisfactory performance, all employees are granted financial up-gradation and promotions. The Performance Appraisal System has significantly helped in the evaluation of the performance of employees; gain the ownership in motivating them, analyzing their strengths and weaknesses and take remedial measures to address these weaknesses and then ensuring better performance.

The Performance Appraisal System for Teaching and Non -Teaching Staff of MGIT allow the institute to inculcate the Ownership and accountability to improve the performance of the Institute.

File Description	Documents
Paste link for additional information	<a href="#">NA</a>
Upload any additional information	<a href="#">View File</a>

#### 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

Institution conducts both internal and external audit regularly. Internal Audit will be commenced once in every quarter, total 4 times in a year. External audit will be done once in a year. Based on the audit report all the audit objections' will be rectified immediately.

File Description	Documents
Paste link for additional information	<a href="#">NA</a>
Upload any additional information	No File Uploaded

#### 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)

2.59

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)	<a href="#">View File</a>

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

**Mobilization of Funds :** Institute collects Annual Tuition fee from PG and UG students during the year.

**Utilization of resources:** Institute spends around 78% expenditure on Staff Costs (which includes Salaries, DA Arrears, EL Encashment and Gratuity etc., ) and 22% expenditure on Administrative Expenses (which includes Lab Maintenance, Vehicle Maintenance, Advertisement charges, Affiliation Fee, Audit Fees, Electricity, House Keeping, Games & Sports, Insurances, Journals, Honorariums, Processing fees, Seminar and conference, Travelling Expenses, Annual Day Expenditure, Republic Day Expenses, Orientation Day Program and Student Activities etc.,)

File Description	Documents
Paste link for additional information	<a href="#">NA</a>
Upload any additional information	No File Uploaded

#### 6.5 - Internal Quality Assurance System

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

The prime responsibility of IQAC is to develop a system for consistent improvement in overall performance of the Institute. It has a significant role in maintaining and improving the quality of education in the Institution and will channelize all efforts and measures of the Institution towards promoting its academic excellence.

The objective of the IQAC is to ensure continuous improvements

in all aspects of the institute, ensure the connect primarily with the stakeholders and the society in general. It shall promote measures towards quality enhancement and best practices with quantifiable measures.

IQAC shall work towards ensuring efficient, timely and progressive performance of academic, administrative and fiscal tasks in the institute, relevance and quality of academic activity, evaluation process and to ensure the adequacy, maintenance and functioning of the support systems in the institute.

During the last academic year, plagued by the COVID 19 pandemic, IQAC has done significant work to ensure smooth transition from the conventional mode of academic classes to the technology based online mode of classes. Two of the prominent initiatives of the IQAC have been to use Virtual Labs in online teaching for practical courses and conducting proctored online examinations using different tools

The department of MCTinstitutionalised the following strategies of IQAC:

1. Teaching methods are Improvised on regular basis by considering the regular inputs/feedback from all Stake holders (Students, Alumni, Industry Experts)
2. Laboratory equipment is modernised frequently coping with the current trends and making sure for efficient resource utilization training programs were organized to students and staff on regular basis.

IQAC has contributed significantly for institutionalizing the quality assurance strategies and processes, the following two practices are the results of IQAC initiatives

1. Alumni Guest Lectures: The Information Technology Department conducts Alumni Guest lectures regularly for all the classes. The Aluminiguests/experts invited are excellence in their field of expertise from renowned industries/Institutes. Industry experts share their domain knowledge for the accelerated growth of students especially in the domains like Full Stack Development, Agile Methodology, API-Centric-Approach-To-Application-Development etc. These sessions are not only helpful for the students, but also for the teachers to know emerging

trends and best practices.

### 1. Mentoring Scheme

A faculty member is a mentor for a group of 15- 30 students. A mentor is allotted to a group of students in the first year itself and mentor and the group move together up to the final year. This mentoring scheme is conducted in a structured way. The mentor and students meet at least one hour in every week as per the schedule in the time table.

File Description	Documents
Paste link for additional information	<a href="#">NA</a>
Upload any additional information	No File Uploaded

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

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

The IQAC continuously reviews and takes steps to improve the quality of the teaching-learning process.

Almanac is prepared by the Affiliated university - Jawaharlal Nehru Technological University Hyderabad and the course plan is prepared by the faculty and notified to the students.

Admission to various programmes, teaching schedule, examination schedule and declaration of results and mid-term vacations are notified in the Academic Calendar.

All newly admitted students have to compulsorily attend the Orientation Programme, in which they are made aware of the philosophy, the uniqueness of the Education system, the teaching learning process, the system of continuous evaluation, compulsory core courses, various co-curricular activities, discipline and culture of the Institute.

All students are also given a guided tour of the campus and the various facilities.

Students are apprised of the Time-Table, Programme structure, syllabi of the courses before the semester commences.

Conduct of Class work and student attendance are regularly monitored.

The practice of regularly collecting feedback from the students both directly and indirectly helps enhance the teaching-learning process.

Students are also free to approach the Principal and HoD of the Institute for feedback and suggestions.

Feedback is properly analyzed and shared with the Principal, HoDs and individual faculty members.

The teaching-learning process is reviewed periodically and improvements implemented, based on the IQAC recommendations.

File Description	Documents
Paste link for additional information	<a href="#">NA</a>
Upload any additional information	<a href="#">View File</a>

**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	<a href="#">NA</a>
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## 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

MGIT has a strong ethical work culture that is based on inclusivity. It observes highest ethical standards in all its activities. Equal opportunities are provided to all individuals irrespective of gender, race, caste, color, creed, language, religion, political or other opinion, national or social origin, property, birth or other status. Its unique work culture, healthy traditions and ethos have led to enrolment of 65% women students and 80% women staff.

Safety, security and well-being, along with gender equity and friendly working atmosphere are the issues of prime concern to MGIT.

Gender sensitivity is an inherent value in the cultural ethos of the institute and its neighbouring community, as is evident by the following facilities -

#### (a) Safety and Security

- Well-trained and vigilant women security guards stationed across the campus.
- Security checkpoints at all campus entries and exits.
- Extensive surveillance network with 24x7 monitored control rooms.

- Rotational duty by all faculty members for discipline and security.
- The Proctored Committee includes male and female proctors at institute as well as faculty level.
- Strict implementation of Anti-Ragging, Anti-Smoking and Mobile Free Campus.
- Awareness campaigns on women safety and gender sensitivity through rallies and camps by NSS student volunteers.
- Separate hostels for men and women with dedicated wardens.
- The Institute is the preferred destination of parents for education of their female wards as evidenced by the Stakeholder Feedback.

#### (b) Counselling

- Formal and informal avenues for counselling male and female students and staff for academic and other issues/problems.
- Class and Proctored Committees are available for counselling of both males and females' students.
- Grievance Redressal Committees for staff and students
- Gender sensitization included as a part of Curriculum.
- Medical Counseling, Moral Counseling, Career Counseling

File Description	Documents
Annual gender sensitization action plan	<a href="#">NA</a>
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	<a href="#">NA</a>

**7.1.2 - The Institution has facilities for**

**C. Any 2 of the above**

**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**

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
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

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)

1. Solid waste management
2. Liquid waste management
3. E-waste management

**Solid Waste Management:** Institute is making efforts to make it free from plastic usage. Solid waste includes canteen waste, paper waste, disposable cups, used tissues, waste of eatables, tin, cans and peelings etc. They are segregated into dry and wet waste and collected separately into keeping separate bins. The waste in the campus is disposed in an eco-friendly manner without polluting the environment. Appropriate composting methods are being practiced for decomposition of garbage by developing composting pit and the produced fertilizer is used for gardening on the campus. Remaining waste will be collected by GHMC for its disposal and recycling having tied up with WOW - an agency working with GHM. Used paper will be donated to the people in need of them and given to appropriate purchasers. 'Swachh Bharat, clean & green activities and plantation programs are regularly carried out to keep campus clean in addition to routine maintenance of greenery.

**Liquid waste management:** Liquid waste from sanitation is let into the appropriate drainage system provided by the municipality. Waste from drinking water treatment plants is collected in overhead tanks and used for sanitation and

gardening. There are plans to construct Sewage treatment plant and production of organic compost with decomposition of liquid waste. College also educates the students regarding rain water harvesting and takes up activities related to save water campaign. Trees and lawns are maintained with water drips and sprinklers to avoid water wastage. The campus landscape allows excellent Percolation of rain water into the ground.

**E-waste Management:** Some Working computers were donated to nearby school. Appropriate steps are being initiated to reduce The E-waste material generation to certain extent. Electronic waste and computer accessories are given to licensed purchasers for recycling.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	<a href="#">View File</a>
Geo tagged photographs of the facilities	<a href="#">View File</a>

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

**B. Any 3 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	<b>No File Uploaded</b>

**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**

**B. Any 3 of the above**

5. Landscaping	
File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	<a href="#">View File</a>
Any other relevant documents	No File Uploaded
<b>7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution</b>	
<b>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</b>	<b>A. Any 4 or all of the above</b>
File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>
<b>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</b>	<b>C. Any 2 of the above</b>

reading material, screen	reading
File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
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	<a href="#">View File</a>

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).

7.1.8 Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal, socioeconomic and other diversities: (For the academic year 2020-21)

Institute organizes various programs under National Service Scheme (NSS) and Unnat Bharat Abhiyan (UBA). In addition to these, the Institute also takes up various activities in collaboration with different Government and Nongovernment organizations (like Art of Living Foundation, ISKCON, Vivekananda Institute of Human Excellence, Akshayapatra Foundation etc.,).

There is complete inclusive environment i.e., tolerance and harmony existing in the institute towards cultural, regional, linguistic, communal socioeconomic and other diversities. Students and staff belonging to different region, religion, caste having diverse socio-cultural and linguistic background are working together under one roof with complete harmony and enjoying the common facilities.

NSS Unit of MGIT organized various programs during the academic year 2020-21 like International Yoga day, plantation programme, Gandagi mukt Bharat, Fit India movement, FDP on Swachhata action plan, Rashtriya Ekta Diwas, celebration of Constitution Day, National Youth Day celebrations, Netaji Subash Chandra Bose birth Anniversary celebrations, swachh surveksan, Azadi Ka amrit Mahotsav, World Environmental Day etc., on online and

offline platforms based on the situation. Programs like Elimination of Single use Plastic, awareness on Covid-19, Distribution of Masks and sanitizer etc., were organized at the adopted villages also.

NSS Unit organizes blood donation camps regularly (almost twice in a semester) on the campus and conducts a special camp every year at an adopted village taking up the activities like Clean & Green, Bushes pruning, awareness programs, Road cleaning, Interaction with villagers & School Children etc. Institute organizes induction program for newly admitted students every year in which the activities like arranging lectures on Universal Human Values, Meditation & Spirituality, Personality development, Career development, Yoga, Psychology & Stress management, Road safety, Gender sensitization, Environmental awareness & sustainable development, Communication skills, Morals & Ethics etc., will be taken up. There will be Literary & Cultural club activities, Sports & NSS activities and local area visits during this induction program. Members of the students clubs (Drama & Film making, Arts, Literary, Music, Dance, Persona & Technology and Photography clubs) will organize various literary and cultural activities besides participating in various competitions being conducted at different places. However, as the academic activities were conducted on online mode during the academic year 2020-21 due to Covid-19 pandemic and with a limited scope of offline activities, it was possible to conduct the programmes as mentioned in para 3.

In addition to routine programs, NSS and UBA of the institute will conduct the programs as directed by AICTE, MHRD, MGNCRE, JNTUH, UGC, Telangana State Government etc., for the benefit of society and for overall development of students. Institute also encourages various charity activities being initiated by staff and students besides entertaining certain NGOs which are involved in taking up charity programs to help the people in need. Students of Spotlight club (Drama & Film making) have made a video clipping on Covid'19 precautionary measures to be practiced and posted on social media during April 2020 and they are also involved in making short films on various issues of social importance.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

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

S.No

Name of the activity

Date of Activity

Description

1

Rashtriya Ekta Diwas

31-10-2020

Pledge taking ceremony was conducted and 38 Staff members participated.

2

Celebration of "Constitution Day"

26-11-2020

Mass reading of preamble to the Constitution of India. 41 Staff members participated.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="#">NA</a>
Any other relevant information	<a href="#">NA</a>

**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**

C. Any 2 of the above

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
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	No File Uploaded
Any other relevant information	No File Uploaded

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

7.1.11 Following activities were taken up to celebrate/organize national and international commemorative days, events and festivals during the Academic Year 2020-21:

Sl. No

Name of the activity

Date of Activity

Description

1

International Yoga Day

20.06.2020

Conducted online programme on "International Yoga Day celebrations". 250 staff members and 350 students have participated.

2

Celebration of "Constitution Day"

26.11.2020

Mass reading of preamble to the Constitution of India. 41 Staff members participated.

3

Rashtriya Ekta Diwas

31.10.2020

Pledge taking ceremony was conducted and 38 Staff members participated

4

National Youth Day celebrations

12.01.2021

An Invited talk was delivered by Sri.B.S.N. Murthy. It was organized in association with Vivekananda Institute of Human Excellence. Number of participants: 246

5

Netaji Subhash Chandra Bose Birth Anniversary Celebrations

23.01.2021

Competitions in Essay writing, Debate, Design & presentation of virtual posters and poetry recitation were conducted and prizes were distributed. About 80 students and 10 staff members participated.

6

World Environmental Day celebrations

05.6.2021

Dr. D. Shashikala, Assistant Professor, Dept. of Environmental Science.,O.U - Hyderabad delivered a lecture. (Number of participants including students and staff: 119).

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
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.

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

1. Title of best Practice: MENTORING SYSTEM FOR STUDENTS

2. Objectives of the Practice: To improve performance and reduce stress on the students with the help of counselling sessions.

3. In general, students undergo various problems of stress: personal, academic, physical, mental. When students are new to professional college life, it creates a lot of stress, especially to hostel students who are away from family for the first time. Students from educationally weak background feel very complex and experience hesitant situations in class due to inhibitions. Statistics indicate increasing number of suicidal cases and dropouts. Considering the student-teacher ratio in classrooms, it is difficult most of the times to give personal attention to students during the class. One good solution therefore is a 'Mentor - Mentee system' in which mentor nurtures the bond with students in the true sense. Mentoring is required for students to achieve emotional stability.

4. The Practice.

- Each faculty member is assigned around 10-12 students (referred as mentees) for the complete duration of their course of study.
- They meet at least once in a month to discuss, clarify and share various problems which may be personal or academic, etc.

- The mentors encourage the students to participate in co-curricular and extracurricular activities and sports.
- Their academic performance and other activities are all recorded.
- The mentors also keep in touch with the parents with regard to their ward's attendance, internal examination performance, tuition fee payment on weekly basis
- The mentors also counsel the students in during the needs of emotional problems.
- When the students have any problem in any department either with the staff or with work completion the mentors speak with the respective staff and sorts out the problem.
- Mentors take special care of weak students, who are given advice on how to study, prepare a schedule of time table for study and to clarify the doubts.
- Chief Mentor is Head of the department concerned and monitors the progress related to counselling of students by mentors.

#### 5. Evidence of Success

Evidence of success of this 'Mentor-Mentee' activity includes, better results in the examinations, improved attendance, increased participation in co-curricular and extracurricular activities, better discipline on campus, increased number of campus placements and respectful relationship between staff members and students.

#### 6. Problems Encountered and Resources Required

This practice requires sincere faculty members who have the commitment to help students. There are no limitations noticed during implementing the program.

\*\*\*\*\*

1. Title of Best Practice -IMPARTING EMPLOYABILITY ENHANCEMENT SKILLS

2. Goal

- To plan and organise training sessions to impart employability enhancement skills.
- To improve quality of placements and CTC to the selected students.
- To attract domain specific companies along with companies working on emerging technological areas.

### 3. The context

Admissions in most of the technical institutions happen through common entrance examination conducted at state level. Majority students hail from rural background. Their subject knowledge related to foundation courses is really good, but they lack in communications skills. Keeping this in view, curriculum having subjects like, "English Communication Skills Laboratory" & "Technical writing skills" facilitate students to improve their Listening, Speaking, Reading & Writing (LSRW) skills.

### 4. The practice

- Campus Recruitment training programs are organized by Training & Placement section to train the students in soft skills, analytical and logical ability which are essential for recruiters.
- These activities are scheduled and allotted time slots for 2 lecture hours in the time tables for all the classes.
- Training & Placement Officer with the help of Coordinator - Alumni Activities Committee arrange interactive sessions on regular basis by inviting successful alumni working in various companies.
- All the students are encouraged to register for training sessions on ONLINE platforms to improve their technical skills and enhance employability opportunities.
- The HoDs of different departments monitor the activity with the support of coordinators.

### 5. Evidence of Success

- Increased number of placements
- Increased number of companies visiting the campus
- Increase in Median salary to successful candidates
- Increase in number of candidates with pay package greater

than 10 lakhs.

#### 6. Problems encountered and Resources required.

This practice requires a continuous monitoring system which can show the progress and fill the gaps at each point of time. The team of coordinators under the guidance of Training & Placement Officer is serving the purpose but it needs a separate department to address various training needs keeping in pace with the present day technological advancements.

File Description	Documents
Best practices in the Institutional website	<a href="#">NA</a>
Any other relevant information	<a href="#">NA</a>

### 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

7.3.1 Portray the performance of the institution in one area of distinctive to its priority and trust within 200 words

#### LEARNING THROUGH MOOCS

In general, Teaching Learning process mostly will be around Chalk & Talk with support from ICT Tools. In the recent times learning through MOOCS is gaining lot of importance.

Massive Open Online Courses (MOOCs) have become a popular avenue for diverse learners to upgrade their knowledge and skills. Instructors who are new to creating MOOCs tend to focus on the use of technology features to mimic their classroom actions. While it is necessary to be aware of the technology affordances, it is more important to focus on the pedagogy of how to use the MOOC features effectively to foster student engagement and learning.

At our institute, Mahatma Gandhi Institute of Technology, Hyderabad the faculty members resolved to have at least ONE certification every semester.

During COVID pandemic & after that in every educational

institute there is a lot of activity around ONLINE learning.

During COVID pandemic, staff & students of our institute have registered a total of around 46371 learning hours with average course rating of 4.7 out of 5 and bagged 1706 certifications during 2020-21 & 2127 certifications during 2019-20 using COURSERA platform.

At our institute, our faculty members and Students started to learn courses using NPTEL platform from 2019-2020 academic year onwards.

Having acquaintance with MOOCs platforms, our faculty members and Students continued their learning using NPTEL platform.

Our Institute was in the top 10 institutions list in the country with AAA rating during 2019, 2020 & was in top 50 institutions list in the country with AA rating during 2021, as acknowledged by NPTEL.

One of our Faculty, DrMd. FaizurRahman figured in the list of NPTEL Domain Scholars during July - December 2021.

Following are the points considered for Domain Scholar recognition:

Domains are being created in multiple disciplines by NPTEL. Basic guidelines are as follows:

1. Every domain will comprise Core courses and Elective courses.
2. The learner has to complete and pass all the core courses listed.
3. The student can take electives from the list of choices available as specified as required for the domain and should pass these courses too.
4. The Final score in any of the courses in a domain should not be < 55.
5. Average of all courses in the domain should be  $\geq 60$ .
6. Every domain also has another parameter - number of weeks of learning that have to be completed.
7. A candidate is supposed to have completed a domain when the number of core and elective courses defined have been done (passed as per course criteria and Final score in each  $\geq 55$  with average  $\geq 60$ ) AND the sum of the duration of the courses taken in the domain  $\geq$  number of weeks of

learning specified.

8. It is recommended that the domain be completed within a period of 3 years from the date of starting the first course.
9. If the same course is listed in different domains, then it will be counted in only one domain for calculation.

One of our Faculty, DrMd. FaizurRahman& one of our student Mr. D. Vamshi Krishna (Computer Science & Engineering) figured in the list of NPTEL Discipline Stars during July - December 2021.

Following are the points considered for Discipline stars by NPTEL:

1. Candidates should have completed courses whose duration totals to 50 weeks or more.
2. All courses should be in a particular discipline (as seen from the discipline of the course code).
3. The final score in every course must be  $\geq 55$ .

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	<a href="#">View File</a>

### 7.3.2 - Plan of action for the next academic year

Mahatma Gandhi Institute of Technology has applied for the grant of fresh autonomous status and the visit of UGC Expert Committee for on the spot inspection of the college is due. Once the autonomous status is conferred by the UGC, the college shall implement the autonomy in true spirit.

As part of autonomy the existing organization and its structure will be modified suitably to meet the requirements of an autonomous institution.

- For effective management of academic, administrative and finance related affairs, various statutory and non-statutory committees will be constituted in accordance with the UGC guidelines.
- It is proposed to design the curriculum within the frame work of UGC and affiliating University guidelines taking into consideration the market demands and aspirations of all stakeholders.

- It is planned to improve the quality of education by raising the standards of teaching-learning process, examination and evaluation.
- It is proposed to setup research infrastructure i) to augment research activity and ii) also for imparting quality education.
- To give thrust to students' welfare activities, their career development and IT infrastructure and planning it is proposed to establish respective cells / units headed by the Directors.

MAAAC