



YEARLY STATUS REPORT - 2022-2023

Part A

Data of the Institution

Part A	
Data of the Institution	
1.Name of the Institution	MAHAGURU INSTITUTE OF TECHNOLOGY (FORMERLY SRI VELLAPPALLY NATESAN COLLEGE OF ENGINEERING)
• Name of the Head of the institution	Dr. V.SURESH KUMAR
• Designation	PRINCIPAL
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	04792331696
• Mobile no	9447673836
• Registered e-mail	svnce@yahoo.in
• Alternate e-mail	principal@mahagurutech.ac.in
• Address	kattachira, pallickal p. o
• City/Town	Kayamkulam
• State/UT	Kerala
• Pin Code	690503
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Rural

• Financial Status	Self-financing				
• Name of the Affiliating University	APJ Abdul Kalam Technological University				
• Name of the IQAC Coordinator	Dr.E Arun				
• Phone No.	04792331696				
• Alternate phone No.	9446970707				
• Mobile	9443595337				
• IQAC e-mail address	iqac@mahagurutech.ac.in				
• Alternate Email address	principal@mahagurutech.ac.in				
3.Website address (Web link of the AQAR (Previous Academic Year)	https://www.mahagurutech.ac.in/aqar.php				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.mahagurutech.ac.in/calendar.php				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B+	2.71	2019	28/03/2019	27/03/2024
6.Date of Establishment of IQAC			01/02/2017		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
NIL	NIL	NIL	NIL	NIL	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			View File		

9.No. of IQAC meetings held during the year	4	
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> If yes, mention the amount 		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
<p>Ensuring the smooth operation of the National Board of Accreditation (NBA) process for the Computer Science Department and improving academic audits. Establishing a mentor system to support and guide students consistently. Providing continuous motivation and support from the IQAC to foster research interest among faculty members. Encouraging all departments to organize webinars, workshops, and conferences, resulting in a notable rise in the number of events held. Efficiently gathering and documenting both qualitative and quantitative data.</p>		
12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year		
Plan of Action	Achievements/Outcomes	
<p>Conduct Academic and Administrative Audit (AAA), financial audit, and environmental audit</p>	<p>Done</p>	
13.Whether the AQAR was placed before statutory body?	Yes	
<ul style="list-style-type: none"> Name of the statutory body 		

Name	Date of meeting(s)
Academic Council	25/09/2023

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2021-2022	25/01/2023

15. Multidisciplinary / interdisciplinary

The new National Education Policy 2020 (NEP 2020) is currently being put into action on a national scale. Its main goals are to ensure access, fairness, inclusivity, and quality in education. In particular, for engineering colleges, it is essential to adopt an interdisciplinary approach to education.

In the current curriculum, in addition to core and elective courses, we already have courses dedicated to Humanities, Basic Science, and Engineering Science. We are actively exploring additional ways to enrich the curriculum by offering more elective options to students while still maintaining a strong emphasis on the essential engineering knowledge and skills that are central to their respective engineering disciplines.

16. Academic bank of credits (ABC):

The college offers a 4-year Bachelor's program, allowing students to choose minors and honours based on their preferences. Starting from the 2nd year, students from any field of study can select minor courses in other areas of interest. Additionally, students with a CGPA of over 8.5 are eligible for extra honours courses, leading to an honours degree. Credits earned from these minor and honours courses can be used for admission to national or international universities, in addition to regular credits.

Faculty members are encouraged to recommend reading materials, assignments, and assessment methods based on their expertise and appropriateness. Question banks for various courses are prepared and accessible to students. Some faculty members currently provide YouTube video lectures on relevant topics, which are accessible to the general public. The college houses a well-equipped library to support the teaching and learning process. In collaboration with APJ Technological University, the college offers access to the Knimbus digital library platform for faculty and students. The college utilizes ICT-enabled teaching and learning methods, with all

classrooms equipped with LCD projectors for enhanced education.

17.Skill development:

The college is affiliated with the "Skill Delivery Platform of Kerala" (SDPK), an initiative by the Government of Kerala. SDPK aims to create a state-of-the-art technology-enabled learning platform for remote delivery of high-quality skill programs and industry support. This is made possible through a dedicated network, and a Learning Management System (LMS).

Furthermore, the college is part of the Additional Skill Acquisition Programme Kerala (ASAP), a government company dedicated to enhancing students' employability and assisting in their placement. ASAP acts as a bridge between industry and academia, providing demand-driven, industry-focused training.

The college houses an Innovation and Entrepreneurship Development Centre (IEDC) that encourages entrepreneurial ideas and project-based learning, including collaborations with industry partners. The IEDC organizes seminars, workshops, and practical sessions across various disciplines to enhance students' skills.

To bolster students' soft skills, the college offers classes in aptitude and communication skills as part of the regular curriculum. Additionally, seminars, webinars, and workshops on topics like computer programming, Artificial Intelligence, and the Internet of Things are conducted to improve employability.

Students gain practical experience through internships, and they also take mandatory courses such as Life Skills, Professional Ethics, and the Constitution of India to instil values and positivity.

The college maintains an active National Service Scheme (NSS) unit, allowing interested students to participate in social causes and earn activity points.

Overall, these mechanisms ensure that students acquire both skills and values throughout their educational journey.

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

Enhancing Language Lab : Mahaguru Institute of Technology is making arrangements to enhance language lab. This facility will support language learning and enable students to practice and enhance their

language skills through interactive and technology-enabled activities.

Students are also encouraged to participate in social activities and community services like Swachh Bharat Abhiyaan, village upliftment, etc.

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

The institution has fully adopted outcome-based education, and it has successfully completed the initial assessment by the NBA for accreditation. Additionally, the institution is affiliated with APJ Abdul Kalam Technological University, which strongly encourages all its affiliated colleges to implement outcome-based education. The university has conducted audit sessions to ensure the successful implementation of these practices. Within the institution, all student assessments are aligned with Bloom's Taxonomy (BT) levels. These assessment results are utilized to calculate the attainment of Course Outcomes (COs) and Program Outcomes (POs).

20.Distance education/online education:

The college has successfully handled online classes ever since the Covid pandemic made it a necessity. Currently the offline classes are being augmented by online classes whenever the need arises. Extra classes and remedial classes are also provided to students in online mode. Students who do not have digital access are encouraged to use the college facility. In addition some faculty members are offering you tube video lectures on various relevant topics which can help students in getting more clarity on the topic. These videos are accessible by the general public also.

As part of its initiative to implement an easily and universally accessible digital system for the staff and students, the college has collaborated with the APJ Technological University in offering access to the Knimbus digital library platform which is a powerful and user friendly digital library through which users can seamlessly access the digital resources anytime, anywhere and on any device. The college also provides an ICTenabled teaching/learning process where all class rooms are smart classes.

Extended Profile

1.Programme

1.1	328
Number of courses offered by the institution across all programs during the year	
File Description	Documents
Data Template	View File
2.Student	
2.1	556
Number of students during the year	
File Description	Documents
Institutional Data in Prescribed Format	View File
2.2	105
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	
File Description	Documents
Data Template	View File
2.3	115
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	65
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	56
Number of sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution	
4.1 Total number of Classrooms and Seminar halls	33
4.2 Total expenditure excluding salary during the year (INR in lakhs)	94.06179
4.3 Total number of computers on campus for academic purposes	303

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

- MIT systematically designs and develops action plans for effective curriculum delivery. Since the College is affiliated to KTU, it follows the curriculum prescribed by the university .

- With reference to the university schedule, subjects are allotted to faculty, based on their specialization, well in advance and they submit detailed course plan.

- To ensure effective curriculum delivery, every faculty member must submit a syllabus teaching plan to the heads of the department at the beginning of each semester.

- Faculty maintain course files, which contain: Individual time table, syllabus, teaching plan, assignment/ tutorial questions, attendance, internal assessment marks and university question papers.

- MIT monitors student attendance and progress in teaching, and is accessible to all stakeholders.

- After each internal examination, the results and student

performance are evaluated and remedial measures initiated

- Parents are informed about performance of students over phone and PTA meetings are conducted.
- The HODs periodically review the progress in the syllabus completion and also the performance of the students.

In addition, after every semester ,KTU is conducting academic auditing, which includes the assessment of course delivery as per the curriculum and syllabus

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.mahagurutech.ac.in/ca.php

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

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

prepared.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.mahagurutech.ac.in/calender.php

1.1.3 - Teachers of the Institution participate in B. Any 3 of the above 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

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

1.2 - Academic Flexibility

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

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

9

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

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

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

102

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

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

595

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

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

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

The college has Internal complaint committee, Grievance Redressal

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

College also celebrates important days which reflects the importance of environment and sustainability such as Earth day, Environment day etc.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

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

71

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

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

380

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

1.4 - Feedback System

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

A. All of the above

File Description	Documents
URL for stakeholder feedback report	https://drive.google.com/file/d/10kZJSSH1X0B9fcoZFWqXIPIKiJXdKwnO/view?usp=drive_link
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

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

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://drive.google.com/file/d/10kZJSSH1X0B9fcoZFWqXIPIKiJXdKwnO/view?usp=drive_link

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

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

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

103

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

2.2 - Catering to Student Diversity

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

The institution has an effective student centric mechanism for continuous monitoring and evaluation of the students' performance for both slow and advanced learners. Systematic evaluation process through continuous assessments consists of written examination and assignments, mini project, practical examination, viva voce are carried out to identify advanced and slow learners.

Identification of advanced and slow learners are done through analysis of any of these:

- Academic history of student.
- First Series Test
- Mentor Feedback
- Classroom activities and assessment performance

STRATEGIES FOR ADVANCE LEARNERS

- Academic Toppers are felicitated for academic excellence.
- Encouraged to join B. Tech Honours and additional certification programmes.
- They are motivated to carry out innovative projects and to

participate in various activities.

- Mentorship for online courses in NPTEL and Coursera.

STRATEGIES FOR SLOW LEARNERS

- Remedial classes followed by retest are conducted after internal examinations.
- Sharing of Self-learning materials like recorded videos, study materials, question bank with solutions etc.
- Training on communication skills.
- The institution has an effective mentoring system to identify and solve their problems.
- Parents are intimated the progress of their wards on regular basis.

File Description	Documents
Paste link for additional information	https://www.mahagurutech.ac.in/
Upload any additional information	View File

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

Number of Students	Number of Teachers
556	65

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

The learning is made student centric by the following strategies.

Experiential Learning

- Workshops in relevant fields are provided which will help the students to gain practical knowledge through experimentation.
- Students are also encouraged to undergo industrial visit / internship.
- The talks by both academic and industrial experts are arranged

for students so as to update their knowledge and to bridge the gap between the industry and academia.

Participative Learning

- Students are encouraged to involve in various certification courses thereby facilitating independent learning.
- The career guidance program are provided by the Placement Department Cell to enhance the overall personality development of students.
- Mini projects, projects guided by the faculty are implemented by the students which will help them in participative learning.

Problem solving methodologies

- Tutorial classes are provided as a part of problem-solving methodology.
- Aptitude training and logical reasoning training are provided to the students so as to improve their aptitude and reasoning skills and also as a part of placement training.
- Assignments are provided which will help them to explore different learning resources.
- Students are encouraged to improve their problem-solving skills by participating in project contests, Hackathons and coding competitions.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://www.mahagurutech.ac.in/archived_news.php

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

The faculty members are using the ICT enabled learning tools such as PPTs, Video lectures, You Tube Videos and other online e- sources to expose the students for advanced knowledge and practical learning.

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

The college has provided internet and Wi-Fi facility upto 330 Mbps internet band width for students and faculty.

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

The library subscribes to a number of national and international journals. Library also subscribed to e-journals of Delnet, NDLI, Elsevier Science Direct Journals access provided by GIST through Knimbus platform. The members of MIT library can make use of the computer in the library having OPAC Open Public Access Catalogue)

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

The Institution provides online data storage and facilitation of Academic data through LMS software SEED-MIS (ZENTAPPS).

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

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

2.3.3.1 - Number of mentors

47

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

2.4 - Teacher Profile and Quality

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

65

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

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

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

5

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

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

2.4.3.1 - Total experience of full-time teachers

357

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

- The academic calendar published at the beginning of every academic year will have the number of working days, holidays, dates for internal examinations, assignment submission etc.
- The time table for the Internal Assessment exam will be announced in the notice board well in advance to the commencement of the exam.
- The course faculty sets two sets of question papers for the Internal Assessment. The Stream coordinator along with panel members ensures questions are based on various RBT levels and are mapped to the Course Outcomes (COs). Using the Scrutiny form circulated by the IQAC, the stream panel assess the question paper quality. The Exam Cell finally selects one question paper from the two sets.
- The answer sheets of internal examination are valued by the faculty members under the supervision of exam cell.
- The consolidated mark report of the internal examination is prepared by the concerned department. The mark report is published in the notice board and student grievances if any are addressed.

The result is analyzed by the HOD and then the Principal. The marks are intimated to the parents through the progress report.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.mahagurutech.ac.in/calender.php

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

At the College Level

- The internal examination answer sheets after valuation are distributed to the students by the corresponding faculty. The answer sheets are distributed within three days after the completion of internal examination.
- The answer sheets are verified by the students and the related grievances if any are reported to the concerned faculty.
- The faculty addresses the grievances personally and makes sure that the student is completely satisfied with the valuation.
- The unsolved grievances (if any) are reported to the Head of the Department and the Head of the Department make sure that they are solved immediately. If not resolved, the students can approach the institution's Grievance Redressal Committee.
- The final internal test marks are published on the Department notice board.

At the University Level

- Students can express grievances by following the revaluation procedure:
- If the students are not satisfied with the final marks published, they can directly apply for revaluation and photocopy of their answer sheets through their student portal.
- The revaluation fee is reimbursed by the University if there is an improvement in marks by 15%.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.mahagurutech.ac.in/grievance.php

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 institution has adopted the Outcome Based Education (OBE) in its teaching, learning and evaluation process and strives for continuous improvement. The Program Outcomes (POs) are defined by National Board of Accreditation (NBA) are common for all programs across departments. The Program Specific Outcomes (PSOs) are framed by the respective department through brainstorming in the DepartmentThe

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

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

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

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

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

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

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

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

At the end of each semester, University conducts examinations based on the result published by University the course outcomes are measured.

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

Attainment of PO's using direct assessment method is done by calculating the weighted average of COs attained using the CO-PO mapping of all courses.

To facilitate continual improvement in attainment of COs, target levels are set for each CO by the faculty based on the previous student performance and nature of the course.

Exit Surveys are conducted on the passed out students in each academic year for indirect assessment.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://drive.google.com/drive/folders/1Ux-dtsiKTSXL8t318nFTfjygEqwGPI0Y?usp=sharing

2.6.3 - Pass percentage of Students during the year

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

56

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	nil

2.7 - Student Satisfaction Survey

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

<https://www.mahagurutech.ac.in/survey.php>

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)****12 Lakhs**

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

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****4**

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year**3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year****1**

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	https://www.mahagurutech.ac.in/pdf/Consultancy.pdf

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 including the Innovation and Entrepreneurship Development Centre (IEDC), Industry Incubation Programme, NSS and other initiatives for creation and Transfer of knowledge. The Innovation and Entrepreneurship Development Centre (IEDC) is being promoted in educational institutions to develop institutional mechanism to create entrepreneurial culture in S&T academic institutions and to foster techno-entrepreneurship for generation of wealth and employment by S&T persons. Industry Incubation Programme is a novel and unique concept implemented in the college. Its motto includes "Earn While You Learn". Students have innovative ideas but often do not know how to implement them. IIP bridges the gap between thought and action and help them build a prototype. It facilitates the involvement of students to take part in sponsored projects within the campus and to elevate innovative and latent ideas. This concept will provide students with real time on the job experience that will transform them readily acceptable to industries.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	www.mahagurutech.ac.in/archived_news.php

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

32

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

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

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

0

File Description	Documents
URL to the research page on HEI website	NIL
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

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

24

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

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

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in

national/ international conference proceedings year wise during year

8

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

3.4 - Extension Activities

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

The college organizes a number of extension activities to promote institute-neighborhood community to sensitize the students towards community needs. The students of our college actively participate in social service activities leading to their overall development. The college runs effectively National Service Scheme, through this unit the college undertakes various extension activities in the neighborhood community. The NSS unit of the college is conscious about its responsibilities for shaping students into responsible citizens of the country by making students aware of social issues through various programmes like Environmental Awareness, Personal Health and Hygiene, Diet awareness, Road Safety, Tree Plantation Environmental awareness, Women empowerment, National Integrity, Plastic eradication, organizing visit to Orphanages, Blood group detection, Health check -up camps, Blood donation camps. Blood donation camps. All these mentioned activities have positive impact on the students and it developed student community relationship, leadership skill and self confidence of students. It also helped in cultivating hidden personality of students and created awareness among students.

File Description	Documents
Paste link for additional information	https://www.mahagurutech.ac.in/nss.php
Upload any additional information	View File

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**

20

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

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

18

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

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

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

738

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

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

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

147

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

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

13

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

Our college is committed to providing top-notch infrastructure to support the professional and personal growth of engineering students and to meet the academic and administrative needs of the institution. Inside the campus, we have more than 29 classrooms and

4 seminar halls equipped with modern amenities such as LCD projectors, as well as a public announcement system for effective communication. Our college is located in the Alappuzha District of Kerala which is easily accessible to the public through train and bus. All our classrooms and laboratories adhere to the standards set by AICTE and A P J Abdul Kalam Technological University. The institution has 348 computers, networked through Optical Fibre, Ethernet and Wi-Fi. The institution has upgraded its internet speed to 230 MBPS. Additionally, we boast a spacious library spanning 4000 sq.m. We are also proud to introduce a newly constructed government supported SDPK hall on our campus with motion sensor camera ,touch screen,TV and microphone. The institution provides hostel facilities and transportation facility for both students and staff from various locations.

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

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

MIT has multiple facilities on campus to promote cultural activities, sports and games. The college provides access to outdoor sports like Volleyball, Cricket, and Football. In addition to these, indoor game facilities are available in the hostels. The college maintains a well-stocked collection of sports equipment. Usually one hour per week as per the timetable, and from 4.00 pm to 6 pm after class time. MIT recognizes the importance of physical fitness and mental well-being. To support this, a gymnasium with an area of 500 sq. ft. is available in the boys' hostel. The gymnasium is equipped with modern fitness equipment. Various programs related to health, hygiene, yoga, and safety are regularly conducted for the benefit of students. For those interested in yoga, a dedicated room with an area of 500 sq. ft. is available for conducting yoga classes. These facilities offer students an opportunity to improve their physical fitness, mental well-being and commitment to overall student development. The college celebrates various festivals, including Onam and Christmas, with cultural programs organized by students. A room with an area of 800 sq. ft. is available for practice and performance of different cultural programs. College Day is conducted annually.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://drive.google.com/file/d/1dRflU0BTazc7G1kp2j1zFtFDvzx2jYCd/view?usp=sharing

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

33

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://drive.google.com/file/d/1dRflU0BTazc7G1kp2j1zFtFDvzx2jYCd/view?usp=sharing
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

34.90731

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

4.2 - Library as a Learning Resource

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

Mahaguru Institute of Technology Central Library is housed in the administrative block spanning 4 floors. The library Consists of

- 911 E- journals under DELNET
- 24216 volumes
- 1246 titles
- 2358CD-ROMs

Collections are organized according to Dewey Decimal Classification Scheme and follows Open access policy. Library orientation, alerts, current awareness, help desk, etc are offered to the users.

Collections in the library have marked a steady growth and balanced distribution among engineering disciplines. Library is manned by qualified professionals who are instrumental in organizing the library and in providing hassle free services to the users.

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

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

•Nature of automation (fully or partially):partial

•Version:2

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

1. DELNET (Membership No. IM-3061)
2. APJ Abdul Kalam Technological University Digital Library : Knimbus provides one-click access to all the subscribed content and selected open access e-Resources.

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources **A. Any 4 or more of the above**

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

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

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

3.6657

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

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

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

52

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

Mahaguru Institute of Technology prides itself on a comprehensive and advanced IT infrastructure designed to support the diverse academic needs of our students and faculty. Our high-speed WiFi network, powered by Tenda and BSNL, offers an impressive data transfer rate of 230MBPS.ensuring a reliable and seamless internet

connection across the campus. Students and faculty can enjoy fast and uninterrupted internet access for their research, assignments, and online learning. To ensure the safety and security of our digital environment, we employ a robust Sophos firewall system. This firewall protects our network from potential cyber threats, ensuring the confidentiality and integrity of sensitive information. We provide a comprehensive range of IT resources, including 348 computers. For the safety and security of our campus, we have a fully equipped CCTV camera system in place. This system monitors key areas within the institute and contributes to a safe learning environment for all. Our IT facilities are supported by an efficient and systematic maintenance system. This ensures that all equipment, including computers, printers, and network infrastructure, is well-maintained and promptly serviced. Our dedicated IT support team is readily available to address any technical concerns or issues.

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

4.3.2 - Number of Computers

303

File Description	Documents
Upload any additional information	View File
List of Computers	View File

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

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

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

50.87771

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

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

The utilization and maintenance of lab sessions align with the university's curriculum plan. The laboratories of the colleges are well-equipped with the necessary systems and equipment. A log-in - log-out register, as well as stock registers, are well maintained in all laboratories, workshops and libraries. Students have a library or PT hour per week. Computers are maintained at regular intervals and purchased if found deficient in number. First aid kits, fire extinguishers etc. are also maintained on the campus. Students have the privilege of practicing before and after regular class hours. They can use specified indoor and outdoor playing areas equipped with proper equipment, provided they obtain prior permission from the physical education. Classroom allocation aligns with the class timetable and is overseen by the Head of the Department (HOD) for each respective department.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://drive.google.com/drive/folders/1ClHWdKzg2TaNVNYida6zvhotPp-m-3LE?usp=sharing

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**

78

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

14

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

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

A. All of the above

File Description	Documents
Link to Institutional website	https://www.mahagurutech.ac.in/sports.php
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

106

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

106

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

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

A. All of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

23

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

10

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

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

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

0

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

5.3 - Student Participation and Activities

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

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

62

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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)

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

Two years before we started a professional body ISTE(Indian Society for Technical Education).ISTEaim is to increase students technical skill. ISTE consists of 108 members with different groups of 14 students .Another professional body is IEDC. The Innovation and Entrepreneurship Development Centre(IEDC) is being promoted in educational institutions to create entrepreneurial culture in the institution to foster growth of innovation and entrepreneurship. Student's body organizes several activities to mark state level and national festivities to raise awareness on meaningful

social issues and also participates in cultural fests and sports competitions.

On Independence Day, the National flag is hoisted in the college premises and sweets are distributed to everyone.

Festivals like Onam, Christmas, Eid, Holi are celebrated by the students and staff every year. ATechFest named IGNITEis also celebrated in this year. Based on the academic procedure every year IV is permitted based on the suggestions from IV Committee. Our institution worked as a Nodal Centre with NIT Karnataka, Surathkal, Mangalore, a Participating Institute of the Virtual Labs Consortium .

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

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

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

85

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

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

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

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

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

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

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

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Response:

VISION

The vision articulated for the college is to become a globally recognized centre of excellence for science, technology & engineering education, committed to quality teaching, learning and research which will promote leadership, job creation, social commitment and service for the nation building.

MISSION

- To create and disseminate knowledge in recent technologies and drive economic development.
- To provide world-class environment for faculty and students to prepare them for addressing the engineering challenges and opportunities.
- Aims to transform the learners into efficient engineers and facilitate socially responsive research, innovation and entrepreneurship. onomic development.

NATURE OF GOVERNANCE

The governing council is constituted by management representatives, Principal and external education expert which conducts meeting twice

in a year and decisions are taken which are beneficial for the students.

PERSPECTIVE PLAN

The perspective plan includes NBA accreditation, research centre, centre of excellence and collaborations for higher studies and student placement.

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

MIT imparts intensive training to the students to meet industrial requirements.

PARTICIPATION OF THE TEACHERS

Through participative management, the faculties are involved in various decision making bodies of the institute.

File Description	Documents
Paste link for additional information	https://www.mahagurutech.ac.in/index.php
Upload any additional information	View File

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

Response:

Institution practices decentralization and participative management. Right from the management to the staff and students, all the stakeholders have a role to play in building of the college. The institute always promotes the culture of participative management by involving staff and students in various activities.

Case study : Academic Council

Role: Academic Council(AC) is responsible for supervising, modulating and executing the various academic actions & guidelines

Committee Members: AC is headed by the Principal of the institute. Other members of the committee are Dean, HODs, and Subjects experts and special invitees.

Activities: Teaching learning process monitors by AC, prepares the academic calendar that includes curricular, co-curricular and extracurricular activities. Academic Calendar is intensively planned and prepared and ensures the proper implementation. AC prepares the uniform formats for lab plan & teaching plan. AC confirms audit and gives input to IQAC. Class teachers ensures continuous conduction of practical and lecture of respective class, prepares roll list, does result analysis, syllabus coverage and take the details of the extra classes for weak and poor students for their academic improvement. The AC conducts parent-teacher meet, alumni meet, class teachers meetings, student feedback system to share their ideas, opinions, suggestions.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Response:

Participation of all the stakeholders is encouraged in framing the developmental strategies of the University. The University has initiated the implementation of Outcome based Education System. The Graduate attributes emphasizing on the holistic learning have been developed to transform the promising youngsters into leaders of tomorrow with globally relevant, future-ready and actionable intelligence.

Program Educational Objectives, Program Outcome, Course Educational Objective & Course Outcomes for all the programs have been clearly defined & displayed on the University website. All students are apprised of their respective Program Education objectives and expected outcomes during the Orientation programs. Students are also provided with the detailed syllabus. Different approaches like case study, simulation quiz, industrial visits, and quiz were used in different subjects.

Teachers adopted innovative teaching methods such as Experiential Learning, Participatory Learning and Problem Solving methods.

? Internship opportunities offered for exposure to industry.

? Efforts towards Entrepreneurship Development

? Remedial teaching for Slow Learners

? Extra Support to Advanced Learners

Efforts for smooth mechanism put:

- Log Book for teachers for making teaching Plans, Activities, Records etc.
- Academic Calendar made and strictly adhered to
- Regular Periodical Meetings of Department members

Outcomes: Toppers at University Examination

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	https://www.mahagurutech.ac.in/index.php
Upload any additional information	View File

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

Response:

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

Governing Body:

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

Administrative Setup:

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

Service rules and Procedures:

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

Recruitment:

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

Promotional Policies:

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

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	https://www.mahagurutech.ac.in/pdf/NBA%2010%20FLOW.pdf
Upload any additional information	View File

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

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

Response:

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

Teaching staff

Teaching staffs are getting the following benefits:

- : The staffs are provided with free transportation
- : The staffs are provided with free hostel facilities.

Financial Support for professional development: The staffs are provided OD with TA-DA for attending FDP, conferences , PhD works and for examination duties. Staffs can avail leave for taking evening classes for slow learners as per number of hours taken.

Gymnasium facilities: The staffs are provided with good gymnasium facilities

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

- Canteen facilities are available with subsidiary rate.

Non Teaching staff

Non teaching staff gets the following benefits

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

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

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

- Canteen facilities are available with subsidiary rate.
- : The staffs are provided with free hostel facilities.

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

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

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

50

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

21

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

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

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

48

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

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

Response:

A periodic performance appraisal system implemented in MIT is to improve the efficiency of faculty members. The main objectives of performance appraisal system are assessing the faculty in various aspects like academic administration and research. It helps to

identify and correct inefficiencies and provide the necessary direction and guidance in support of each individual faculty member for assurance of quality and integrity. Faculty appraisal system is done based on 3 criteria's:

1. Feedback from students:

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

2. Feedback from HOD:

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

3. Faculty self appraisal form:

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

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

6.4 - Financial Management and Resource Mobilization

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

Response:

MIT conducts internal and external financial audits every year and the reports are submitted to the Management. The audit was regularly conducted by Mr. K.K. Padmanabha Pillai & Co FRN.2502S (chartered accountant, Allepey). In the year of 2022-2023, the total expenditure was Rs.44411095. The college has an administration office and is under the control of the Management. The college has two administrative departments, one for maintaining admission activities and other for accounts. Duties of accounts department are

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

File Description	Documents
Paste link for additional information	https://www.mahagurutech.ac.in/pdf/IQAC/AUDIT%20STATEMENT%202022-2023.pdf
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)

1.73170

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

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

Response:

Mahaguru Institute of Technology promoted by the Sree Gurudeva Charitable and Educational Trust was founded in 2009. With the new strategy and structure MIT aims to dynamically mobilize funds for

the infrastructure, land, maintenance, purchase of equipments, salary, advertisements, and transportation facilities. In fact, nearly Rs. 30061312 was spent on payment of salaries, maintenance and social security contributions. The tuition fee, funds of PTA, alumni association are the major sources of institutional income. The Management provides funds for capital expenditure like building and purchase of equipment etc. Only tuition fees are collected from students. No other capitation fee is being collected. The additional fees such as transportation, mess and university exam fees were collected in the office. The audited income and expenditure statement of academic and administrative activities of the previous year is provided. The major expenditure of the college are infrastructure maintenances, advertisement, college festival, cleaning charges, electricity bills, internet charges, counseling charges, transportation maintenance and fuel cost, insurance, placement expenses, stationery expenses etc.

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

Response:

Mentoring System

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

Scheme is adapted for the benefits to the students like

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

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

Outcome Based Learning Management system

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

File Description	Documents
Paste link for additional information	https://www.mahagurutech.ac.in/co_po.php
Upload any additional information	View File

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

Response:

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

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

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

1. Academic Auditing

Conducting Academic Audits annually and analyze the performance based on results, research projects, effective curriculum implementation and use of ICT-related pedagogical methodologies.

Based on the audit, the IQAC gives constructive feedback to the departments suggesting measures for internal quality enhancement. It makes recommendations for the Departments to do self-evaluation and to set higher goals to meet new challenges.

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

- Departments are encouraged to organize Conferences, Seminars, workshops and add-on courses and signing MoU with industries.
- Many Industry collaborations are established.

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

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

A. All of the above

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

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Response: Safety and security Identity cards (ID) are required for all students and staff. Any higher authorized person can easily validate the authenticity of a person using the ID card itself. No one is allowed to enter the campus without a valid ID card.

In order to prevent any adverse events, the campus and hostels are monitored by CCTV 24 x 7.

The Anti-Ragging Committee will serve as the supervisory and advisory committee for maintaining a ragging-free environment in the campus.

ICCacts as a forum for providing self-empowerment of girl students and lady faculties, to take care of the problems and matters related to them and also create power in women to live a happy and respectable life in a society.

Grievance and Appeal Committee was formed to register the complaints of the students regarding all aspects like library issues, bus service, water facility etc.

Counselling The recent adult behavior by the students creates a lot of anxiety among parents and the college authorities.

Common RestroomsThe College has well-furnished rest rooms for boys and girls which are used by them when they are sick or when they need any physical rest.

File Description	Documents
Annual gender sensitization action plan	nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://docs.google.com/document/d/1OKTapFit_aBI_H9-wgKw0C9HIhRHcblc3/edit?usp=drive_link&ouid=114490377606664017781&rtpof=true&sd=tr ue

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy

B. Any 3 of the above

Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

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

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

Solid waste disposal:

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

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

Liquid waste disposal:

Our college Sewage consists mostly of grey-water (from sinks, tubs, showers, dishwashers, and clotheswashers), black-water (the water used to flush toilets, combined with the human waste that it flushes away); soaps and detergents; and bidets (widely used instead of paper) which are connected to septic tank through

Outlet pipes. Labs don't contain harmful acids so that no particular waste treatment is necessary.

E-waste:

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

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	View File

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

B. Any 3 of the above

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

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

A. Any 4 or All of the above

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

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

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

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

B. Any 3 of the above

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

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

B. Any 3 of the above

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

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

diversities (within 200 words).

Our college Mahaguru institute of technology (MIT) is undertaking various initiatives in the form of celebration of days of Eminent personalities National Festivals, NSS, and other such activities to provide for an inclusive environment by bringing students and teachers with diverse background on single platform for creating inclusive environment, these functions help in developing tolerance harmony towards culture, region and linguistics and also communal social economics and other diversities. The subject Constitution of India and professional ethics is made mandatory to all students across disciplines. Convocation ceremony is conducted every year, where the convocation address is delivered to inspire and motivate the students for future journey. Two important national festivals, Republic Day and Independent Day are celebrated every year in the college. All teaching , non-teaching staff and students participate for the cause of nation. The inspiring speeches are conducted and also we conducted programmes like Book donation , Payasam distribution as part of onam celebration, Anti Narcotics meeting to prevent narcotic drug usage substance abuse among students of the college and the students from the nearby schools, distribution of onam kit to the workers of MIT as part of our onam celebration ,food packets were distributed to the patients and bystanders at the Kayamkulam General Hospital on the day of thiruvonam(08/09/2022) , and we conduct a webinar on prevention of Rabies

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

In order to raise awareness of the Constitution of India's framework, which outlines the fundamental political code, organizational structure, operational procedures, powers, and responsibilities of governmental institutions, as well as the fundamental rights and obligations of citizens, Mahaguru Institute of Technology has made the study of the Constitution of India a required subject at the UG level across all engineering disciplines. Annual holidays including Republic Day, Independence Day, Ambedkar Jayanti, Gandhi Jayanti, and National Unity Day have all been

observed with the participation of staff and students, as well as through a variety of activities planned in that context.

Through lectures, seminars, and cultural activities, among other things, the significance of the Indian Constitution, human ethics, and the role of human fighters are conveyed. The students will be able to learn professional ethics as part of their degrees and to have some organisationalbehaviour once they enter any company/organization/institution. "Display of disorderly conduct, doing of any act which causes or is likely to cause physical or psychological harm or raise apprehension or fear, shame or embarrassment to a student in any educational institution" are the definitions of ragging.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://drive.google.com/file/d/1A5e3aCw7478cV1qSTNbAIA5IG-iWjDEK/view?usp=drive_link
Any other relevant information	<u>nil</u>

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 **A. All of the above**

4. Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

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

Institution Celebrates National Festivals and Birth Anniversaries of great Indian Personalities with enthusiasm. In keeping with the college's mission "to prepare students to be responsible citizens, compassionate leaders, agents of social change, and participants in the development of the nation," we relentlessly instill pride in one's country, a sense of responsibility towards one's community, a love for one's family, and self-worth.

The days, activities, and festivals are coordinated by a variety of college units on a rotating basis. At the beginning of each school year, these events are scheduled. Under the guidance of faculty coordinators, club and association leaders and students organise and carry out the festivities.

Events were planned to uphold the custom and continue the heritage of great leaders and philosophers. The college celebrates National Festivals with tremendous zeal in order to promote respect and integrity for the country. To foster a sense of patriotism and unity, various college units organise events appropriate to the occasion, such as parades, flag hoisting ceremonies, musical and floral tributes, pledge ceremonies, special lectures, competitions, and cultural activities.

1. Every year on January 26th, Republic Day is observed to honour the adoption of the Constitution. On this day, a number of formal events are held, including the hoisting of the flag, speeches by academics and students, and a number of cultural activities.

2. Independence day is annually celebrated on 15th August.

Flag-hoisting symbolises a significant occasion. At constituent college levels, the principal will host the flag hoisting and

encourage students to instill patriotism towards the country. The academy's chancellor will preside over the event and speak about the significance of celebrating Independence Day.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
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.

Best Practice 3: Student Mentoring Programme

Aim of the practice: •

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

To improve teacher-student relationship •

Context

The programme aims at addressing deficiencies of students in their attitudes, habits, and knowledge on learning process.

The Practice •

A group of 20 students is usually placed under a mentor.

- Corrective and preventive actions are implemented for further improvement.

- Mentors take initiative to arrange remedial and tutorial classes for slow learners.

- Each mentor maintains a record which is examined by the HOD, the class teacher and counsellors. Mentors take active initiative to arrange student feedback.

- Mentors discuss issues relating to good and bad study habits, study planning and techniques, health, personal relations, examination preparation etc.
- Mahaguru institute of technology regularly arranges mentorship awareness/training programs for newly recruited faculty members. The faculty finds these very useful.

Evidence of Success

- Improved attendance after counseling by mentors.
- Improved teacher-student relationship.
- Problems Encountered and Resources Required
- The newly joined faculty members are not accustomed with the mentorship programme.

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

7.3 - Institutional Distinctiveness

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

REPORT

Academic Year 2022-23

Vision & Mission of the Institute

VISION

To become a globally recognized centre To become a globally recognized centre of excellence for science, technology & engineering education, committed to quality teaching, learning and research which will promote leadership, job creation, social commitment and service to nation building.

of excellence for science, technology & leadership, job creation, social commitment and service to nation building.

MISSION

- To create and disseminate knowledge in recent technologies and drive economic development.
- To provide world-class environment for faculty and students to prepare them for addressing the engineering challenges and opportunities.

Innovation & Entrepreneurship Development Cell (IEDC)

Objectives

- i) To promote knowledge based and innovation driven enterprises.
- ii) To facilitate generation of entrepreneurship and self-employment opportunities for S & T persons.

Organisational Structure for IEDC

ADVISORY COMMITTEE

IEDC

1. Principal
2. Management Representatives
3. Department HODs

1. Nodal Officer
2. Assistant Nodal Officer
3. Student coordinators

Proposed structure for the IEDC given below.

1. Nodal Officer (one position)
2. Assistant Nodal Officer
3. Chief Executive Officer
4. Chief Technical Officer
5. Chief operating Officer.
6. Chief Financial Officer
7. Chief Creative Officer
8. Chief Marketing Officer
9. Chief Social Officer.

IEDC Executive Committee Members

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

- MIT systematically designs and develops action plans for effective curriculum delivery. Since the College is affiliated to KTU, it follows the curriculum prescribed by the university .

- With reference to the university schedule, subjects are allotted to faculty, based on their specialization, well in advance and they submit detailed course plan.

- To ensure effective curriculum delivery, every faculty member must submit a syllabus teaching plan to the heads of the department at the beginning of each semester.

- Faculty maintain course files, which contain: Individual time table, syllabus, teaching plan, assignment/ tutorial questions, attendance, internal assessment marks and university question papers.

- MIT monitors student attendance and progress in teaching, and is accessible to all stakeholders.

- After each internal examination, the results and student performance are evaluated and remedial measures initiated

- Parents are informed about performance of students over phone and PTA meetings are conducted.

- The HODs periodically review the progress in the syllabus completion and also the performance of the students.

In addition, after every semester ,KTU is conducting academic auditing, which includes the assessment of course delivery as per the curriculum and syllabus

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.mahagurutech.ac.in/ca.php

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

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

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.mahagurutech.ac.in/calender.php

1.1.3 - Teachers of the Institution participate

B. Any 3 of the above

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

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

1.2 - Academic Flexibility

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

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

9

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

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

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

102

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

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

595

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

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

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

The college has Internal complaint committee, Grievance Redressal Committee to provide counseling to students, promote gender equity among students and also deal with related issues of safety and security of female students, staff and faculty. The college campus is secured with CCTV and high level security. There are

separate Boys & Girls hostel for providing the safe environment to all students.

College also celebrates important days which reflects the importance of environment and sustainability such as Earth day, Environment day etc.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

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

71

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

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

380

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	A. All of the above
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File Description	Documents
URL for stakeholder feedback report	https://drive.google.com/file/d/10kZJSSH1X0B9fcoZFWqXIPIKiJXdKwnO/view?usp=drive_link
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website
---	---

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://drive.google.com/file/d/10kZJSSH1X0B9fcoZFWqXIPIKiJXdKwnO/view?usp=drive_link

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**144**

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats))**2.1.2.1 - Number of actual students admitted from the reserved categories during the year****103**

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

2.2 - Catering to Student Diversity

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

The institution has an effective student centric mechanism for continuous monitoring and evaluation of the students' performance for both slow and advanced learners. Systematic evaluation process through continuous assessments consists of written examination and assignments, mini project, practical examination, viva voce are carried out to identify advanced and slow learners.

Identification of advanced and slow learners are done through analysis of any of these:

- Academic history of student.
- First Series Test
- Mentor Feedback
- Classroom activities and assessment performance

STRATEGIES FOR ADVANCE LEARNERS

- Academic Toppers are felicitated for academic excellence.

- Encouraged to join B. Tech Honours and additional certification programmes.
- They are motivated to carry out innovative projects and to participate in various activities.
- Mentorship for online courses in NPTEL and Coursera.

STRATEGIES FOR SLOW LEARNERS

- Remedial classes followed by retest are conducted after internal examinations.
- Sharing of Self-learning materials like recorded videos, study materials, question bank with solutions etc.
- Training on communication skills.
- The institution has an effective mentoring system to identify and solve their problems.
- Parents are intimated the progress of their wards on regular basis.

File Description	Documents
Paste link for additional information	https://www.mahagurutech.ac.in/
Upload any additional information	View File

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

Number of Students	Number of Teachers
556	65

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

The learning is made student centric by the following strategies.

Experiential Learning

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

experimentation.

- Students are also encouraged to undergo industrial visit / internship.
- The talks by both academic and industrial experts are arranged for students so as to update their knowledge and to bridge the gap between the industry and academia.

Participative Learning

- Students are encouraged to involve in various certification courses thereby facilitating independent learning.
- The career guidance program are provided by the Placement Department Cell to enhance the overall personality development of students.
- Mini projects, projects guided by the faculty are implemented by the students which will help them in participative learning.

Problem solving methodologies

- Tutorial classes are provided as a part of problem-solving methodology.
- Aptitude training and logical reasoning training are provided to the students so as to improve their aptitude and reasoning skills and also as a part of placement training.
- Assignments are provided which will help them to explore different learning resources.
- Students are encouraged to improve their problem-solving skills by participating in project contests, Hackathons and coding competitions.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://www.mahagurutech.ac.in/archived_news.php

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

The faculty members are using the ICT enabled learning tools such as PPTs, Video lectures, You Tube Videos and other online e-resources to expose the students for advanced knowledge and practical learning.

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

The college has provided internet and Wi-Fi facility upto 330 Mbps internet band width for students and faculty.

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

The library subscribes to a number of national and international journals. Library also subscribed to e-journals of Delnet, NDLI, Elsevier Science Direct Journals access provided by GIST through Knimbus platform. The members of MIT library can make use of the computer in the library having OPAC Open Public Access Catalogue)

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

The Institution provides online data storage and facilitation of Academic data through LMS software SEED-MIS (ZENTAPPS).

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

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

2.3.3.1 - Number of mentors

47

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

2.4 - Teacher Profile and Quality

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

65

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

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

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

5

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

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

2.4.3.1 - Total experience of full-time teachers

357

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

- The academic calendar published at the beginning of every academic year will have the number of working days, holidays, dates for internal examinations, assignment submission etc.
- The time table for the Internal Assessment exam will be announced in the notice board well in advance to the commencement of the exam.
- The course faculty sets two sets of question papers for the Internal Assessment. The Stream coordinator along with panel members ensures questions are based on various RBT levels and are mapped to the Course Outcomes (COs). Using the Scrutiny form circulated by the IQAC, the stream panel assess the question paper quality. The Exam Cell finally selects one question paper from the two sets.
- The answer sheets of internal examination are valued by the faculty members under the supervision of exam cell.
- The consolidated mark report of the internal examination is prepared by the concerned department. The mark report is published in the notice board and student grievances if any are addressed.

The result is analyzed by the HOD and then the Principal. The marks are intimated to the parents through the progress report.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.mahagurutech.ac.in/calender.php

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

At the College Level

- The internal examination answer sheets after valuation are distributed to the students by the corresponding faculty. The answer sheets are distributed within three days after the completion of internal examination.
- The answer sheets are verified by the students and the related grievances if any are reported to the concerned faculty.
- The faculty addresses the grievances personally and makes sure that the student is completely satisfied with the valuation.
- The unsolved grievances (if any) are reported to the Head of the Department and the Head of the Department make sure that they are solved immediately. If not resolved, the students can approach the institution's Grievance Redressal Committee.
- The final internal test marks are published on the Department notice board.

At the University Level

- Students can express grievances by following the revaluation procedure:
- If the students are not satisfied with the final marks published, they can directly apply for revaluation and photocopy of their answer sheets through their student portal.
- The revaluation fee is reimbursed by the University if there is an improvement in marks by 15%.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.mahagurutech.ac.in/grievance.php

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 institution has adopted the Outcome Based Education (OBE) in its teaching, learning and evaluation process and strives for continuous improvement. The Program Outcomes (POs) are defined by National Board of Accreditation (NBA) are common for all programs across departments. The Program Specific Outcomes (PSOs) are framed by the respective department through brainstorming in the Department. The program outcome, program specific outcomes and course outcome for all programs are communicated to teachers and students by the following ways

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

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

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

The program outcome, program specific outcome and course outcome

are evaluated and steps are taken to improve the level of attainment.

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

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

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

At the end of each semester, University conducts examinations based on the result published by University the course outcomes are measured.

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

Attainment of PO's using direct assessment method is done by calculating the weighted average of COs attained using the CO-PO mapping of all courses.

To facilitate continual improvement in attainment of COs, target levels are set for each CO by the faculty based on the previous student performance and nature of the course.

Exit Surveys are conducted on the passed out students in each academic year for indirect assessment.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://drive.google.com/drive/folders/1Ux-dtsiKTSXL8t3l8nFTfjygEqwGPI0Y?usp=sharing

2.6.3 - Pass percentage of Students during the year

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

56

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	nil

2.7 - Student Satisfaction Survey

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

<https://www.mahagurutech.ac.in/survey.php>

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)

12 Lakhs

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

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

4

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

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

1

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	https://www.mahagurutech.ac.in/pdf/Consultancy.pdf

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 including the Innovation and Entrepreneurship Development Centre (IEDC), Industry Incubation Programme, NSS and other initiatives for creation and Transfer of knowledge. The Innovation and Entrepreneurship Development Centre (IEDC) is being promoted in educational institutions to develop institutional mechanism to create entrepreneurial culture in S&T academic institutions and to foster techno-entrepreneurship for generation of wealth and employment by S&T persons. Industry Incubation Programme is a novel and unique concept implemented in the college. Its motto includes "Earn While You Learn". Students have innovative ideas but often do not know how to implement them. IIP bridges the gap between thought and action and help them build a prototype. It facilitates the involvement of students to take part in sponsored projects within the campus and to elevate innovative and latent ideas. This concept will provide students with real time on the

job experience that will transform them readily acceptable to industries.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	www.mahagurutech.ac.in/archived_news.php

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

32

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

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

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

0

File Description	Documents
URL to the research page on HEI website	NIL
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

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

24

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

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

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

8

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

3.4 - Extension Activities

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

The college organizes a number of extension activities to promote institute-neighborhood community to sensitize the students towards community needs. The students of our college actively participate in social service activities leading to their overall development. The college runs effectively National Service Scheme, through this unit the college undertakes various extension activities in the neighborhood community. The NSS unit of the college is conscious about its responsibilities for shaping students into responsible citizens of the country by making students aware of social issues through various programmes like Environmental Awareness, Personal Health and Hygiene, Diet awareness, Road Safety, Tree Plantation Environmental awareness, Women empowerment, National Integrity, Plastic eradication, organizing visit to Orphanages, Blood group detection, Health check -up camps, Blood donation camps. Blood donation camps. All these mentioned activities have positive impact on the students

and it developed student community relationship, leadership skill and self confidence of students. It also helped in cultivating hidden personality of students and created awareness among students.

File Description	Documents
Paste link for additional information	https://www.mahagurutech.ac.in/nss.php
Upload any additional information	View File

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

20

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

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

18

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

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

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

738

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

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

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

147

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

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

13

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

Our college is committed to providing top-notch infrastructure to support the professional and personal growth of engineering students and to meet the academic and administrative needs of the institution. Inside the campus, we have more than 29 classrooms and 4 seminar halls equipped with modern amenities such as LCD projectors, as well as a public announcement system for effective communication. Our college is located in the Alappuzha District of Kerala which is easily accessible to the public through train and bus. All our classrooms and laboratories adhere to the standards set by AICTE and A P J Abdul Kalam Technological University. The institution has 348 computers, networked through Optical Fibre, Ethernet and Wi-Fi. The institution has upgraded its internet speed to 230 MBPS. Additionally, we boast a spacious library spanning 4000 sq.m. We are also proud to introduce a newly constructed government supported SDPK hall on our campus with motion sensor camera ,touch screen,TV and microphone. The institution provides hostel facilities and transportation facility for both students and staff from various locations.

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

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

MIT has multiple facilities on campus to promote cultural activities, sports and games. The college provides access to outdoor sports like Volleyball, Cricket, and Football. In addition to these, indoor game facilities are available in the hostels. The college maintains a well-stocked collection of sports equipment. Usually one hour per week as per the timetable, and from 4.00 pm to 6 pm after class time. MIT recognizes the importance of physical fitness and mental well-being. To support this, a gymnasium with an area of 500 sq. ft. is available in the boys' hostel. The gymnasium is equipped with modern fitness equipment. Various programs related to health, hygiene, yoga, and safety are regularly conducted for the benefit of students. For those interested in yoga, a dedicated room with an area of 500 sq. ft. is available for conducting yoga classes. These facilities offer students an opportunity to improve their physical fitness, mental well-being and commitment to overall student development. The college celebrates various festivals, including Onam and Christmas, with cultural programs organized by students. A room with an area of 800 sq. ft. is available for practice and performance of different cultural programs. College Day is conducted annually.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://drive.google.com/file/d/1dRflU0BTazc7G1kp2j1zFtFDvzx2jYCd/view?usp=sharing

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

33

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://drive.google.com/file/d/1dRflU0BTazc7G1kp2jlzFtFDvzx2jYCd/view?usp=sharing
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

34.90731

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

4.2 - Library as a Learning Resource

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

Mahaguru Institute of Technology Central Library is housed in the administrative block spanning 4 floors. The library Consists of

- **911 E- journals under DELNET**
- **24216 volumes**
- **1246 titles**
- **2358CD-ROMs**

Collections are organized according to Dewey Decimal Classification Scheme and follows Open access policy. Library orientation, alerts, current awareness, help desk, etc are offered to the users. Collections in the library have marked a steady growth and balanced distribution among engineering

disciplines. Library is manned by qualified professionals who are instrumental in organizing the library and in providing hassle free services to the users.

1. Name of ILMs software:: LIMA, library module of ZEED (Ver 2.0)

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

•Nature of automation (fully or partially):partial

•Version:2

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

1. DELNET (Membership No. IM-3061)
2. APJ Abdul Kalam Technological University Digital Library : Knimbus provides one-click access to all the subscribed content and selected open access e-Resources.

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

A. Any 4 or more of the above

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

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)**4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)****3.6657**

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

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)**4.2.4.1 - Number of teachers and students using library per day over last one year****52**

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

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

Mahaguru Institute of Technology prides itself on a comprehensive and advanced IT infrastructure designed to support the diverse academic needs of our students and faculty. Our high-speed WiFi network, powered by Tenda and BSNL, offers an impressive data transfer rate of 230MBPS, ensuring a reliable and seamless internet connection across the campus. Students and faculty can enjoy fast and uninterrupted internet access for their research, assignments, and online learning. To ensure the safety and security of our digital environment, we employ a robust Sophos firewall system. This firewall protects our network from potential cyber threats, ensuring the confidentiality and integrity of sensitive information. We provide a comprehensive range of IT resources, including 348 computers. For the safety and security of our campus, we have a fully equipped CCTV camera

system in place. This system monitors key areas within the institute and contributes to a safe learning environment for all. Our IT facilities are supported by an efficient and systematic maintenance system. This ensures that all equipment, including computers, printers, and network infrastructure, is well-maintained and promptly serviced. Our dedicated IT support team is readily available to address any technical concerns or issues.

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

4.3.2 - Number of Computers

303

File Description	Documents
Upload any additional information	View File
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

50.87771

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

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

The utilization and maintenance of lab sessions align with the university's curriculum plan. The laboratories of the colleges are well-equipped with the necessary systems and equipment. A log-in - log-out register, as well as stock registers, are well maintained in all laboratories, workshops and libraries. Students have a library or PT hour per week. Computers are maintained at regular intervals and purchased if found deficient in number. First aid kits, fire extinguishers etc. are also maintained on the campus. Students have the privilege of practicing before and after regular class hours. They can use specified indoor and outdoor playing areas equipped with proper equipment, provided they obtain prior permission from the physical education. Classroom allocation aligns with the class timetable and is overseen by the Head of the Department (HOD) for each respective department.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://drive.google.com/drive/folders/1ClHWdKzg2TaNVNYida6zvhotPp-m-3LE?usp=sharing

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

78

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

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

14

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

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

A. All of the above

File Description	Documents
Link to Institutional website	https://www.mahagurutech.ac.in/sports.php
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

106

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

106

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

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

A. All of the above

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

5.2 - Student Progression**5.2.1 - Number of placement of outgoing students during the year****5.2.1.1 - Number of outgoing students placed during the year**

23

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year**5.2.2.1 - Number of outgoing student progression to higher education**

10

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

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

0

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

5.3 - Student Participation and Activities

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

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

62

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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)

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

Two years before we started a professional body ISTE(Indian Society for Technical Education).ISTEaim is to increase students technical skill. ISTE consists of 108 members with different groups of 14 students .Another professional body is IEDC. The Innovation and Entrepreneurship Development Centre(IEDC) is being promoted in educational institutions to create entrepreneurial culture in the institution to foster growth of innovation and entrepreneurship. Student's body organizes several activities to mark state level and national festivities to raise awareness on meaningful

social issues and also participates in cultural fests and sports competitions.

On Independence Day, the National flag is hoisted in the college premises and sweets are distributed to everyone.

Festivals like Onam, Christmas, Eid, Holi are celebrated by the students and staff every year. ATechFest named IGNITEis also celebrated in this year. Based on the academic procedure every year IV is permitted based on the suggestions from IV Committee. Our institution worked as a Nodal Centre with NIT Karnataka, Surathkal, Mangalore, a Participating Institute of the Virtual Labs Consortium .

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

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

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

85

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

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

The alumni association of our college is named as 'Mahaguru Institute of Technology Alumni Association (MITAA). The alumni association is a registered one with registration number ALP/TC/611. The alumni association has always been an active participant towards the development of MIT. It has contributed to

the development of our college in various ways.

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

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

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

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Response:

VISION

The vision articulated for the college is to become a globally recognized centre of excellence for science, technology &

engineering education, committed to quality teaching, learning and research which will promote leadership, job creation, social commitment and service for the nation building.

MISSION

- To create and disseminate knowledge in recent technologies and drive economic development.
- To provide world-class environment for faculty and students to prepare them for addressing the engineering challenges and opportunities.
- Aims to transform the learners into efficient engineers and facilitate socially responsive research, innovation and entrepreneurship. onomic development.

NATURE OF GOVERNANCE

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

PERSPECTIVE PLAN

The perspective plan includes NBA accreditation, research centre, centre of excellence and collaborations for higher studies and student placement.

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

MIT imparts intensive training to the students to meet industrial requirements.

PARTICIPATION OF THE TEACHERS

Through participative management, the faculties are involved in various decision making bodies of the institute.

File Description	Documents
Paste link for additional information	https://www.mahagurutech.ac.in/index.php
Upload any additional information	View File

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

Response:

Institution practices decentralization and participative management. Right from the management to the staff and students, all the stakeholders have a role to play in building of the college. The institute always promotes the culture of participative management by involving staff and students in various activities.

Case study : Academic Council

Role: Academic Council(AC) is responsible for supervising, modulating and executing the various academic actions & guidelines

Committee Members: AC is headed by the Principal of the institute. Other members of the committee are Dean, HODs, and Subjects experts and special invitees.

Activities: Teaching learning process monitors by AC, prepares the academic calendar that includes curricular, co-curricular and extracurricular activities. Academic Calendar is intensively planned and prepared and ensures the proper implementation. AC prepares the uniform formats for lab plan & teaching plan. AC confirms audit and gives input to IQAC. Class teachers ensures continuous conduction of practical and lecture of respective class, prepares roll list, does result analysis, syllabus coverage and take the details of the extra classes for weak and poor students for their academic improvement. The AC conducts parent-teacher meet, alumni meet, class teachers meetings, student feedback system to share their ideas, opinions, suggestions.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Response:

Participation of all the stakeholders is encouraged in framing the developmental strategies of the University. The University has initiated the implementation of Outcome based Education System. The Graduate attributes emphasizing on the holistic learning have been developed to transform the promising youngsters into leaders of tomorrow with globally relevant, future-ready and actionable intelligence.

Program Educational Objectives, Program Outcome, Course Educational Objective & Course Outcomes for all the programs have been clearly defined & displayed on the University website. All students are apprised of their respective Program Education objectives and expected outcomes during the Orientation programs. Students are also provided with the detailed syllabus. Different approaches like case study, simulation quiz, industrial visits, and quiz were used in different subjects.

Teachers adopted innovative teaching methods such as Experiential Learning, Participatory Learning and Problem Solving methods.

? Internship opportunities offered for exposure to industry.

? Efforts towards Entrepreneurship Development

? Remedial teaching for Slow Learners

? Extra Support to Advanced Learners

Efforts for smooth mechanism put:

- Log Book for teachers for making teaching Plans, Activities, Records etc.
- Academic Calendar made and strictly adhered to
- Regular Periodical Meetings of Department members

Outcomes: Toppers at University Examination

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	https://www.mahagurutech.ac.in/index.php
Upload any additional information	View File

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

Response:

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

Governing Body:

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

Administrative Setup:

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

Service rules and Procedures:

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

Recruitment:

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

following AICTE rules in this regard.

Promotional Policies:

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

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	https://www.mahagurutech.ac.in/pdf/NBA%2010%20FLOW.pdf
Upload any additional information	View File

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

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

Response:

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

Teaching staff

Teaching staffs are getting the following benefits:

- : The staffs are provided with free transportation
- : The staffs are provided with free hostel facilities.

Financial Support for professional development: The staffs are provided OD with TA-DA for attending FDP, conferences , PhD works and for examination duties. Staffs can avail leave for taking evening classes for slow learners as per number of hours taken.

Gymnasium facilities: The staffs are provided with good gymnasium facilities

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

- Canteen facilities are available with subsidiary rate.

Non Teaching staff

Non teaching staff gets the following benefits

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

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

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

- Canteen facilities are available with subsidiary rate.
- : The staffs are provided with free hostel facilities.

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

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

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

50

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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**

21

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

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)**6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year**

48

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

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

Response:

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

1. Feedback from students:

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

2. Feedback from HOD:

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

3. Faculty self appraisal form:

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

college	
File Description	Documents
Paste link for additional information	nil
Upload any additional information	View File
6.4 - Financial Management and Resource Mobilization	
6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words	
<p>Response:</p> <p>MIT conducts internal and external financial audits every year and the reports are submitted to the Management. The audit was regularly conducted by Mr. K.K. Padmanabha Pillai & Co FRN.2502S (chartered accountant, Allepey). In the year of 2022-2023, the total expenditure was Rs.44411095. The college has an administration office and is under the control of the Management. The college has two administrative departments, one for maintaining admission activities and other for accounts. Duties of accounts department are allocation of funds and budgets, fees collection, tax calculation, salary calculation, purchase for lab and other requirements etc. Duties of admission department are issuing admission forms, data collection based on merit and management admissions, collection of student's certificates etc. At the end of every academic year, financial budgets are prepared in each department and submitted to the Principal. Principal along with Accounts officer prepares the budget for institution. The audit objections being raised by Chartered Accountant are brought to the notice of the trust and anomalies if any will be rectified subsequently noting the objection for future guidance. The Chartered accountant also suggests further improvements in the accounting system for inclusion of various items of expenditure.</p>	
File Description	Documents
Paste link for additional information	https://www.mahagurutech.ac.in/pdf/IOAC/AUDIT%20STATEMENT%202022-2023.pdf
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)****1.73170**

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

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

Mahaguru Institute of Technology promoted by the Sree Gurudeva Charitable and Educational Trust was founded in 2009. With the new strategy and structure MIT aims to dynamically mobilize funds for the infrastructure, land, maintenance, purchase of equipments, salary, advertisements, and transportation facilities. In fact, nearly Rs. 30061312 was spent on payment of salaries, maintenance and social security contributions. The tuition fee, funds of PTA, alumni association are the major sources of institutional income. The Management provides funds for capital expenditure like building and purchase of equipment etc. Only tuition fees are collected from students. No other capitation fee is being collected. The additional fees such as transportation, mess and university exam fees were collected in the office. The audited income and expenditure statement of academic and administrative activities of the previous year is provided. The major expenditure of the college are infrastructure maintenances, advertisement, college festival, cleaning charges, electricity bills, internet charges, counseling charges, transportation maintenance and fuel cost, insurance, placement expenses, stationery expenses etc.

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

Response:

Mentoring System

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

Scheme is adapted for the benefits to the students like

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

Outcome Based Learning Management system

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

File Description	Documents
Paste link for additional information	https://www.mahagurutech.ac.in/co_po.php
Upload any additional information	View File

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

Response:

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

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

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

1. Academic Auditing

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

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

- Departments are encouraged to organize Conferences, Seminars, workshops and add-on courses and signing MoU with industries.
- Many Industry collaborations are established.

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

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

A. All of the above

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

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Response: Safety and security Identity cards (ID) are required for all students and staff. Any higher authorized person can easily validate the authenticity of a person using the ID card itself. No one is allowed to enter the campus without a valid ID card.

In order to prevent any adverse events, the campus and hostels are monitored by CCTV 24 x 7.

The Anti-Ragging Committee will serve as the supervisory and

advisory committee for maintaining a ragging-free environment in the campus.

ICCacts as a forum for providing self-empowerment of girl students and lady faculties, to take care of the problems and matters related to them and also create power in women to live a happy and respectable life in a society.

Grievance and Appeal Committee was formed to register the complaints of the students regarding all aspects like library issues, bus service, water facility etc.

Counselling The recent adult behavior by the students creates a lot of anxiety among parents and the college authorities.

Common RestroomsThe College has well-furnished rest rooms for boys and girls which are used by them when they are sick or when they need any physical rest.

File Description	Documents
Annual gender sensitization action plan	nil
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://docs.google.com/document/d/1OKTapFItaBI_H9-wgKw0C9HIhRHcblc3/edit?usp=drive_link&oid=114490377606664017781&rtpof=true&sd=true

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

B. Any 3 of the above

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

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste

management Biomedical waste management E-waste management Waste recycling system
Hazardous chemicals and radioactive waste management

Solid waste disposal:

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

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

Liquid waste disposal:

Our college Sewage consists mostly of grey-water (from sinks, tubs, showers, dishwashers, and clotheswashers), black-water (the water used to flush toilets, combined with the human waste that it flushes away); soaps and detergents; and bidets (widely used instead of paper) which are connected to septic tank through

Outlet pipes. Labs don't contain harmful acids so that no particular waste treatment is necessary.

E-waste:

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

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	B. Any 3 of the above
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File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

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

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

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution	
7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	B. Any 3 of the above

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

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

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

B. Any 3 of the above

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

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

Our college Mahaguru institute of technology (MIT) is undertaking various initiatives in the form of celebration of days of Eminent personalities National Festivals, NSS, and other such activities to provide for an inclusive environment by bringing students and teachers with diverse background on single platform for creating

inclusive environment, these functions help in developing tolerance harmony towards culture, region and linguistics and also communal social economics and other diversities. The subject Constitution of India and professional ethics is made mandatory to all students across disciplines. Convocation ceremony is conducted every year, where the convocation address is delivered to inspire and motivate the students for future journey. Two important national festivals, Republic Day and Independent Day are celebrated every year in the college. All teaching , non-teaching staff and students participate for the cause of nation. The inspiring speeches are conducted and also we conducted programmes like Book donation , Payasam distribution as part of onam celebration, Anti Narcotics meeting to prevent narcotic drug usage substance abuse among students of the college and the students from the nearby schools, distribution of onam kit to the workers of MIT as part of our onam celebration ,food packets were distributed to the patients and bystanders at the Kayamkulam General Hospital on the day of thiruvonam(08/09/2022) , and we conduct a webinar on prevention of Rabies

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

In order to raise awareness of the Constitution of India's framework, which outlines the fundamental political code, organizational structure, operational procedures, powers, and responsibilities of governmental institutions, as well as the fundamental rights and obligations of citizens, Mahaguru Institute of Technology has made the study of the Constitution of India a required subject at the UG level across all engineering disciplines. Annual holidays including Republic Day, Independence Day, Ambedkar Jayanti, Gandhi Jayanti, and National Unity Day have all been observed with the participation of staff and students, as well as through a variety of activities planned in that context.

Through lectures, seminars, and cultural activities, among other things, the significance of the Indian Constitution, human

ethics, and the role of human fighters are conveyed. The students will be able to learn professional ethics as part of their degrees and to have some organisational behaviour once they enter any company/organization/institution. "Display of disorderly conduct, doing of any act which causes or is likely to cause physical or psychological harm or raise apprehension or fear, shame or embarrassment to a student in any educational institution" are the definitions of ragging.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://drive.google.com/file/d/1A5e3aCw7478cV1qSTNbAIA5IG-iWjDEK/view?usp=drive_link
Any other relevant information	nil

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

A. All of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

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

and festivals

Institution Celebrates National Festivals and Birth Anniversaries of great Indian Personalities with enthusiasm. In keeping with the college's mission "to prepare students to be responsible citizens, compassionate leaders, agents of social change, and participants in the development of the nation," we relentlessly instill pride in one's country, a sense of responsibility towards one's community, a love for one's family, and self-worth.

The days, activities, and festivals are coordinated by a variety of college units on a rotating basis. At the beginning of each school year, these events are scheduled. Under the guidance of faculty coordinators, club and association leaders and students organise and carry out the festivities.

Events were planned to uphold the custom and continue the heritage of great leaders and philosophers. The college celebrates National Festivals with tremendous zeal in order to promote respect and integrity for the country. To foster a sense of patriotism and unity, various college units organise events appropriate to the occasion, such as parades, flag hoisting ceremonies, music and floral tributes, pledge ceremonies, special lectures, competitions, and cultural activities.

1. Every year on January 26th, Republic Day is observed to honour the adoption of the Constitution. On this day, a number of formal events are held, including the hoisting of the flag, speeches by academics and students, and a number of cultural activities.

2. Independence day is annually celebrated on 15th August.

Flag-hoisting symbolises a significant occasion. At constituent college levels, the principal will host the flag hoisting and encourage students to instill patriotism towards the country. The academy's chancellor will preside over the event and speak about the significance of celebrating Independence Day.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
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.

Best Practice 3: Student Mentoring Programme

Aim of the practice: •

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

To improve teacher-student relationship •

Context

The programme aims at addressing deficiencies of students in their attitudes, habits, and knowledge on learning process.

The Practice •

A group of 20 students is usually placed under a mentor.

- Corrective and preventive actions are implemented for further improvement.
- Mentors take initiative to arrange remedial and tutorial classes for slow learners.
- Each mentor maintains a record which is examined by the HOD, the class teacher and counsellors. Mentors take active initiative to arrange student feedback.
- Mentors discuss issues relating to good and bad study habits, study planning and techniques, health, personal relations, examination preparation etc.
- Mahaguru institute of technology regularly arranges mentorship awareness/training programs for newly recruited faculty members. The faculty finds these very useful.

Evidence of Success

- Improved attendance after counseling by mentors.

- Improved teacher-student relationship.
- Problems Encountered and Resources Required
- The newly joined faculty members are not accustomed with the mentorship programme.

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

7.3 - Institutional Distinctiveness

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

REPORT

Academic Year 2022-23

Vision & Mission of the Institute

VISION

To become a globally recognized centre of excellence for science, technology & engineering education, committed to quality teaching, learning and research which will promote leadership, job creation, social commitment and service to nation building.

of excellence for science, technology & leadership, job creation, social commitment and service to nation building.

MISSION

- To create and disseminate knowledge in recent technologies and drive economic development.

- To provide world-class environment for faculty and students to prepare them for addressing the engineering challenges and opportunities.

Innovation & Entrepreneurship Development Cell (IEDC)

Objectives

- i) To promote knowledge based and innovation driven enterprises.
- ii) To facilitate generation of entrepreneurship and self-employment opportunities for S & T persons.

Organisational Structure for IEDC

ADVISORY COMMITTEE

IEDC

1. Principal
2. Management Representatives
3. Department HODs

1. Nodal Officer
2. Assistant Nodal Officer
3. Student coordinators

Proposed structure for the IEDC given below.

1. Nodal Officer (one position)
2. Assistant Nodal Officer
3. Chief Executive Officer
4. Chief Technical Officer
5. Chief operating Officer.
6. Chief Financial Officer
7. Chief Creative Officer
8. Chief Marketing Officer
9. Chief Social Officer.

IEDC Executive Committee Members

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

1. To recruit and retain well qualified motivated faculty.
2. To provide amenities and sports facilities in harmony with nature.
3. To provide holistic value based education and inculcate entrepreneurial abilities in students to face the challenges of corporate world.
4. To arrange career guidance programmes.