

# Annual Quality Assurance Report (AQAR)

( 2018-2019 )

Submitted to



राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद्

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

An Autonomous Institution of the University Grants Commission

P. O. Box. No. 1075, Opp: NLSIU, Nagarbhavi, Bangalore - 560 072 India

Submitted by



Internal Quality Assurance Cell (IQAC)

**ANNAMACHARYA INSTITUTE OF TECHNOLOGY & SCIENCES, TIRUPATI**

Venkatapuram (V), Karakambadi Road, Renigunta (M), Tirupati – 517 520, Chittoor (A.P.), India.



## Yearly Status Report - 2018-2019

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>	ANNAMACHARYA INSTITUTE OF TECHNOLOGY AND SCIENCES, TIRUPATI
Name of the head of the Institution	C NADHAMUNI REDDY
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	0877-2285695
Mobile no.	9948149222
Registered Email	aitstpt@yahoo.com
Alternate Email	nadamuni_reddy@rediffmail.com
Address	Venkatapuram Village Karakambadi Road
City/Town	Tirupati
State/UT	Andhra Pradesh
Pincode	517520

<b>2. Institutional Status</b>					
Affiliated / Constituent		Affiliated			
Type of Institution		Co-education			
Location		Rural			
Financial Status		private			
Name of the IQAC co-ordinator/Director		Dr.S.Kishore			
Phone no/Alternate Phone no.		08772285609			
Mobile no.		9908588567			
Registered Email		directoriqac.aitstpt@gmail.com			
Alternate Email		kishore.mbaaitstpt@gmail.com			
<b>3. Website Address</b>					
Web-link of the AQAR: (Previous Academic Year)		<a href="https://aits-tpt.edu.in/wp-content/uploads/2018/11/AOAR-AITS-TIRUPATI-2017-18.pdf">https://aits-tpt.edu.in/wp-content/uploads/2018/11/AOAR-AITS-TIRUPATI-2017-18.pdf</a>			
<b>4. Whether Academic Calendar prepared during the year</b>		Yes			
if yes,whether it is uploaded in the institutional website: Weblink :		<a href="https://aits-tpt.edu.in/academic-calendar/">https://aits-tpt.edu.in/academic-calendar/</a>			
<b>5. Accrediation Details</b>					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	A	3.09	2018	26-Aug-2018	25-Aug-2023
<b>6. Date of Establishment of IQAC</b>			13-Nov-2014		
<b>7. Internal Quality Assurance System</b>					
Quality initiatives by IQAC during the year for promoting quality culture					
Item /Title of the quality initiative by IQAC	Date & Duration		Number of participants/ beneficiaries		
International Conference	31-Jan-2019		75		

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**8. Provide the list of Special Status conferred by Central/ State Government-UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.**

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Annamacharya Institute of Technology and Sciences	DSTNIMAT	EDII	2018 9	60000
Annamacharya Institute of Technology and Sciences	UBA	MHRD	2019 5	50000

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**9. Whether composition of IQAC as per latest NAAC guidelines:**

Yes

Upload latest notification of formation of IQAC

[View File](#)

**10. Number of IQAC meetings held during the year :**

3

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

**11. Whether IQAC received funding from any of the funding agency to support its activities during the year?**

No

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

Accredited by NAAC with 'A' grade (CGPA 3.09 in 4 point scale) in revised accreditation framework through 1st cycle reassessment till now and the validity starts from September 2018 to September 2023. Institute has an active Chapter of NPTEL rated 'A' grade for its performance, SDC of APSSDC and FOSS centre of STP. First FOSS Center in the JNTUA region has been established in the college. 36 campus drives by Infosys, Genpact, GSK technologies, Efftronics, CTS, etc., organized this year either in this campus or AITS Rajampet campus, 150 plus final year students of this Institution got job offers. College has 30 MoUs with IIT Bombay, Bennett University Delhi, Purdue University, CADD centre, APITA, SAP SE Germany etc., for providing internships to the students and 178 students were provided internship of duration more than 45 days in the last summer..

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**13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year**

Plan of Action	Achivements/Outcomes
To Strengthening the RD in the college, to apply for the research centre to the JNTUA for approval.	Academic percentage has been increased During the year.
To get the Autonomy status for the College	Attained Autonomy from UGC
To apply for Tier-I accreditations of NBA for the eligible programs in the institution.	Accredited NBA for two programmes i.e. UG CSE and UG ECE
Participation in NIRF rankings	Successfully participated in NIRF ranking
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**14. Whether AQAR was placed before statutory body ?**

Yes

Name of Statutory Body	Meeting Date
Governing Body	28-Jul-2019

**15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?**

Yes

Date of Visit

04-Mar-2019

**16. Whether institutional data submitted to AISHE:**

Yes

Year of Submission

2019

Date of Submission

03-Jun-2019

**17. Does the Institution have Management Information System ?**

Yes

If yes, give a brief descripton and a list of modules currently operational (maximum 500 words)

The management Information System is in vogue and a committee looks after for the smooth functioning of the Institution. • The employee data have been collected and maintained regularly in the data base. • The students data were maintained and used for

attendance, fees payments, dues identification, placements eligibility for students, finds the backlogs etc.,

- It also helped to communicate the messages for stakeholders (alumni and parents).

. Login credentials for the institution for the Gnanabhoomi portal(A.P. Govt. TFR scheme) are provided by the govt., through which students are facilitated to apply for tuition fee reimbursement and maintenance fee reimbursements. It helps the administration to categorize the students on socioeconomic factors, issue certificates required for submission to the govt. for other eligible claims.

## Part B

### CRITERION I – CURRICULAR ASPECTS

#### 1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

Annamacharya Institute of Technology & Sciences::Tirupati is affiliated to JNTUA, Ananthapuramu and strictly follows the curriculum prescribed by the university. Institution performs systematic planning for the implementation of curriculum which includes:

a) Resource Planning • Staff recruitment's are done at the start of an academic year by Selection Committee based on the faculty requirements meeting the norms of AICTE and affiliating University. • New labs or equipments if any are procured based on change of syllabus. Department administration ensures in the beginning of semester the availability of required equipments to demonstrate all the experimentation given by the curriculum to students for practice. • New titles of text books are purchased based on the recommendations of the faculty/department whenever regulations/curriculum is changed.

b) Schedules • Based on the time-plan given by University, detailed academic-calendar will be prepared. The details considered are: Class Commencement date, Instruction ending date, internal examinations and external examination time-tables. • Co-Curricular activities are planned based on the schedule. • Time-tables for all the subjects are planned to meet the curriculum requirements in terms of number of lecture hours, tutorial hours and practice/practical hours. • All the teachers follow teaching schedule as per the time table. • The Department-level Meetings are held periodically to discuss the progress in implementation of the course curriculum.

c) Content Planning • The delivery for each course is expected in 60 - 70 hours. Accordingly, the faculty are instructed to submit their lesson plan to the HoD for approval. • The faculty members are instructed to use ICT to the extent possible for delivery. All the teachers use various teaching methodologies to make learning process more effective. The institute provides the facility such as seminar hall, language lab, computer labs, e-learning resources and library to the staff and students. • Course File is maintained by every faculty. • Lecture Notes is made available to all the students through mails, handouts or can be downloaded from institution website. • Subject allocation is done at the beginning of each semester. • Lab Manual containing algorithms or procedures for all programs/experiments is made available to the students for conducting lab sessions. • Appropriate Content Delivery Methods

are used to meet the Programme Outcomes.: CDM-1: Lecture with interaction  
 CDM-2: Quiz CDM-3: Presentation CDM-4: Demonstration CDM-5: Group Discussion  
 CDM-6: Case study CDM-7: Competition CDM-8: Industrial visit CDM-9: Tutorial

### 1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
No Data Entered/Not Applicable !!!					

## 1.2 – Academic Flexibility

### 1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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### 1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
No Data Entered/Not Applicable !!!		

### 1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	0	0

## 1.3 – Curriculum Enrichment

### 1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Social Value Ethics	02/07/2018	514
APSHEBritish Council English Communication Skills Project	23/08/2018	500
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### 1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BTech	CE	15
BTech	ME	3
BTech	CSE	54
BTech	ECE	52
MBA	MBA	115
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## 1.4 – Feedback System

### 1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
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Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution?  
(maximum 500 words)

#### Feedback Obtained

Feedback analysis has to be done in the middle of the semester and appropriate remedial actions are taken to improve the performance. Online Feedback on teaching learning process allows students to select particular subject and respective teacher to give feedback about teacher and subject. It is a feedback generation system which gives proper feedback to teacher provides the proper feedback to the teachers about their teaching quality on basis of rating Excellent, very Good, Good, Average, and Below Average. In the existing system, student gives feedback manually. In existing system report generation by analyzing all feedback form is very time consuming. The IQAC has review the process of the existing system with the Academic Monitoring Committee and advised the committee to implement online feedback system in the college. In online feedback system student gives feedback for teacher of particular subject for particular period of time may be at month/Semester end. Feedback is send to HOD of particular department as well as all departments' feedback to principal. HOD has rights to whether feedback shows to respected teacher or not. After analyzing report HOD or Principal conducts the meetings for staff individually by send the message. The online system assessment is the systematic collection and analysis of information to improve student learning in the institution. The feedback obtained from stake holders provided good inputs to modernize and reorient the teaching learning practices towards students.

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

#### 2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BTech	CSE	180	161	161
BTech	ECE	180	115	115
BTech	CE	180	25	25
BTech	ME	120	22	22
BTech	EEE	60	14	14
MBA	MBA	180	76	76
Mtech	DECS	24	3	3
Mtech	PS	24	1	1
Mtech	SE	24	10	10
Mtech	PE&ED	24	1	1

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### 2.2 – Catering to Student Diversity

#### 2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of	Number of	Number of	Number of	Number of
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	students enrolled in the institution (UG)	students enrolled in the institution (PG)	fulltime teachers available in the institution teaching only UG courses	fulltime teachers available in the institution teaching only PG courses	teachers teaching both UG and PG courses
2018	407	91	148	17	62

## 2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
227	227	8	18	8	14

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

A wellbuilt mentoring system is in existence in the institution. The process of student counseling starts the moment he/she enters the institute in I Year B.Tech and continues throughout his/her stay. Faculty members are appointed as Counselors to take care of the students. Each counselor is allotted with 20 students. Counseling hours are incorporated in the time tables and every student will get one counseling hour per week. During the counseling hour, the counselor sits with the students and interacts with them. Every minutest aspect of students with regard to academics and career are brought to the notice of the counselor. Extra care will be taken for the slow learners by suggesting them to attend remedial classes without fail and the same is also monitored by the counselor. Before the process of counseling begins, the counselors insist upon the students to set their goal in the first year itself. The students are advised to set short term goals, midterm goals and finally longterm goals. It is strongly believed that goal setting alone paves the way for 50 success in their academics. At the end of the counseling hour, the minutes of the counseling are noted down in the counseling book which is exclusively meant for mentoring system. The counseling books subsequently follow the students when they are promoted to next level i.e, from first year to second year and so on. When students are promoted to next semester, newly appointed counselors, in some cases, counsel them based on the information available with the counseling book. In this way, the counseling book consists of every student's month wise attendance, internal marks, external marks etc. These counseling books are kept with the respective HoD's permanently even after the students pass out. During counseling students' marks, attendance, behaviors and so on are brought to the notice of their parents on phones supplied by the college. This mechanism helps a lot to develop teacher parent relationship. In consultation with the parents, the teachers establish strong grounds for the holistic development of the students.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1900	227	151

## 2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
225	227	0	16	10

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year )

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	4	Assistant Professor	Doctor of Lit, State level yoga competition,

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## 2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BTech	ALL	ALL	02/05/2019	24/09/2019
MBA	ALL	ALL	09/05/2019	12/07/2019
Mtech	ALL	ALL	24/06/2019	12/07/2019

[View File](#)

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The Institute is affiliated to Jawaharlal Nehru Technological University Anantapur (JNTUA) and follows the academic regulations of university. The university makes changes in the regulations and syllabus based on the feedback obtained from its stake holders. As per the current academic regulations, the evaluation pattern comprises of continuous internal evaluation (30) and external evaluation (70) to gauge the knowledge and skills acquired at various levels of the courses and program. For practical subjects, internal assessment is for 30 marks and the external assessment is for 70 marks. For continuous internal evaluation in theory, subjective and objective tests are conducted twice per semester. Final Internal marks shall be arrived at by considering the marks secured by the student in both the mid examinations with 80 weightage to the better mid exam and 20 to the other. If the student is absent for any one midterm examination, the final internal marks shall be arrived at by considering 80 weightage to the marks secured by the student in the appeared examination and zero to the other. Students are compelled to take both Internal Examinations. The Internal Answer Scripts are scrutinized by the senior faculty/subject expert to check the evaluation done by the concerned faculty. Daytoday work in the laboratory shall be evaluated for 30 marks by the concerned laboratory teacher based on the regularity, record or viva. The average of internal assessment marks is considered for lab internals. It is made compulsory for the teachers to enclose daytoday assessment sheets in the students attendance record itself. There shall be two comprehensive online examinations conducted by the institution, one at the end of II year and the other at the end of III year, with 100 objective questions for 100 marks on the subjects studied in the respective semesters. In addition to these tests, Institute also conducts Spell Test to Students before II Internal Examination to prepare students for their end examinations. The CBCS provides choice for students to select from the prescribed courses.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

Institute strictly follows the TimeTable of JNTUA to conduct internal examinations. Academic Committee comprises of Principal, Heads of the Departments and officeracademic section. The academic calendar is prepared well in advance before the commencement of the semester regarding the coverage of syllabus, practice test and internal examination schedule. The academic committee finalizes the detailed calendar incorporating cocurricular and extra-curricular activities. The faculty member prepares the course file indicating the topics to be covered lecture wise in lesson plan and also includes the evaluation process for each subject. Course Outcomes are identified by the

faculty in charge. It is duly reviewed by the one of the senior faculty in the department and approved by the head of the department before the commencement of semester. Timetable in charge of each department prepares the timetable based on the number of credit hours for each subject, as per the guidelines, prior to the commencement of the semester. Timetables are displayed in the respective department and class notice boards and a copy is also maintained in the examination cell. Head(s) of the departments and academic monitoring committee monitor the teaching activities of the faculty by looking at academic diary. HoD convenes regular meetings with faculty and students to know about the syllabus completion or any grievances to be addressed. Two units of the course have to be completed before the First Internal and the remaining three units before Second Internal Examination. Total semester duration is of 17 weeks and the distribution is planned accordingly.

## 2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<https://aits-tpt.edu.in/electronics-and-communication-engineering/#PEOs-PSOs-POs-and-COs>

### 2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
4	BTech	ELECTRONICS AND COMMUNICATION ENGINEERING	103	86	83.5
2	BTech	ELECTRICAL AND ELECTRONICS ENGINEERING	61	47	77.5
5	BTech	COMPUTER SCIENCE AND ENGINEERING	87	70	80.46
1	BTech	CIVIL ENGINEERING	142	118	83.10
3	BTech	Mechanical Engineering	103	83	80.58
58	Mtech	COMPUTER SCIENCE & ENGINEERING	0	0	0
0	MBA	Master of Business Administration	115	96	83.48
38	Mtech	DIGITAL ELECTRONICS AND COMMUNICATION SYSTEMS	1	1	100
82	Mtech	POWER	7	3	42.86

SYSTEMS					
20	Mtech	STRUCTURAL ENGINEERING	18	8	44.44
90	Mtech	PRODUCTION ENGINEERING & ENGINEERING DESIGN	1	1	100
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## 2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<https://aits-tpt.edu.in/igac/#Feedback>

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Minor Projects	9	DSTNIMAT	0.6	0.6
Industry sponsored Projects	3	Construction invest	0.3	0.3
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### 3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
No Data Entered/Not Applicable !!!		

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Prathibha Award	S Kalyan Kumar	JNTUA	01/08/2018	Academic
Unblocking Strain Over Brain	Balaji	APSSDC Indian Game Development Change2018	27/07/2018	Game Designer
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
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### 3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
<b>No Data Entered/Not Applicable !!!</b>	

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Electronics and Communication Engineering	221	2.4
International	Computer Science and Engineering	167	2.1
International	Electrical and Electronics Engineering	108	1.8
International	Civil Engineering	152	2.1
International	Mechanical Engineering	127	2.2
International	Master of Business Administration	63	2.4
<a href="#">View File</a>			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
<b>No Data Entered/Not Applicable !!!</b>	
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
<b>No Data Entered/Not Applicable !!!</b>						
No file uploaded.						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
<b>No Data Entered/Not Applicable !!!</b>						
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
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No Data Entered/Not Applicable !!!

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### 3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
No Data Entered/Not Applicable !!!			
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
No Data Entered/Not Applicable !!!			
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agen cy/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
No Data Entered/Not Applicable !!!				
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### 3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
No Data Entered/Not Applicable !!!			
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!					
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
No Data Entered/Not Applicable !!!			

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## CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
300	372.12

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Existing

### 4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
TLSS Software	Fully	Z39.50	2017

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	25513	6174850	951	390594	26464	6565444
Journals	147	1834505	147	164120	294	1998625
e-Journals	2500	3564164	2500	85786	5000	3649950
e-Books	5900	357592	5900	182882	11800	540474
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
K Sumalatha	Cloud Computing	NPTEL	20/05/2019
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### 4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MGBPS)	Others
Existing	743	448	20	100	130	20	25	80	0
Added	55	55	0	0	0	0	0	60	0
Total	798	503	20	100	130	20	25	140	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)



## 4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Course Materials	<a href="https://aits-tpt.edu.in/computers-science-engineering/#Course-Materials">https://aits-tpt.edu.in/computers-science-engineering/#Course-Materials</a>

## 4.4 – Maintenance of Campus Infrastructure

## 4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
526	579.4	1400	1439.55

## 4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The Institute has adequate number of the computers with internet connections in different localities like office, laboratories, library, departments, examination section, eclass rooms, auditorium etc. The central computer laboratory (B Block) connected in LAN is open for the students as time permits them. The office computers which are also connected through the LAN consists of the office software making work easier and systematic and are restricted their use only to the appointed office staff. The labs are also used to conduct Online Exams during weekends through Government Agencies. Log books are maintained by the technical staff for the students who use the facility. The computers and their accessories are maintained by allotted technical staff and Faculty in charge in labs. The Systems Analyst takes care of all maintenance services. If the equipment gets repair within the warranty period, then the supplier company sends its personnel to provide solution. The repair of the equipments that crosses the warranty period is checked by the System Analyst he acquires the needed parts and replaces it by new ones. Calibration of the equipment/instruments is taken up by the respective departments, every semester/year as and when required based on or according to the time frequency suggested by the supplier. Any deviation in this regard will be noted and necessary steps are initiated by calling the technicians from the supplier. A provision of the budget for the library maintenance is made by the college management. The activities like fumigating and keeping library clean is done frequently by library staff. Procuring of books is based on curriculum. If the book is damaged due to wear and tear, then the books are bounded for further use. Quarterly journals are also bounded to a single volume. Question Papers of JNTUA Examination, both hard and soft copy, are stored for reference. Visitor Log books are maintained in the library. Sports materials stock book is maintained with its usage record too. Purchases are done based on its wear and tear of the gadget. Canteen facility is available to students and staff with good ambience. The services are outsourced to private personnel. Transport to college is provided by the college buses. The duties of the Transportation in charge is to provide proper maintenance to the college buses, obtaining necessary clearance certificates, insurance, permits etc. from RTO, regular checking of the condition of the vehicles, appointment of well trained and experienced drivers. Regular maintenance record book is available with the in charge. The electrical maintenance staff under Maintenance Engineer take care of maintenance of Diesel Generators, maintenance of UPS systems and its batteries, maintenance of building and equipment earthing - measurement of



earth resistance at regular intervals, ensuring the proper earth connection for various equipment in the labs and classrooms. This staff also makes sure of Power and Water Availability 24x7 in the campus.

<https://aits-tpt.edu.in/other/>

## CRITERION V – STUDENT SUPPORT AND PROGRESSION

### 5.1 – Student Support

#### 5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	0	0	0
Financial Support from Other Sources			
a) National	Tution fee reimbursement scheme, Govt of Andhra Pradesh and TTD Balamandir scheme	1504	54462500
b) International	0	0	0
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#### 5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Guidance for Competitive examinations	24/08/2018	190	Learning Curve, 168244/A, Kaladera colony, Malakpet, Hyderabad.
Bridge Course Robotics Workshop	03/04/2019	59	Prolific Systems Technologies PVT.LTD, HYD B.M.Anjaneyulu, 9618983429 G.Pavan Kumar, 9347584630
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#### 5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	Guidance for Competitive examinations	190	200	58	166
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#### 5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual

harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
<b>No Data Entered/Not Applicable !!!</b>					
<a href="#">View File</a>					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
<b>No Data Entered/Not Applicable !!!</b>					
<a href="#">View File</a>					

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
GATE	12
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
intermural sports/culturals	Institute level	117
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## 5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
<b>No Data Entered/Not Applicable !!!</b>						
No file uploaded.						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

College creates a platform for the active participation of the students in the various academic administrative bodies including other activities. This empowers the students in gaining leadership qualities, rules, regulations and execution skills. Its selection, constitution, activities and funding: ? Each council has a representative council, which is called Class Committee and

includes student members too. ? The student members bring forward the views and suggestions of the entire class with respect to the faculty, subjects, syllabus and other things related to the class. ? The composition of student members is of one topper, one average and one slow learner ( the one who has more integrity with other students) of each section are nominated as class representatives, for all the sections from I Year to Final Year. ? The Student Council helps students share ideas, interests, and concerns with lecturers and principal. They often also help raise funds for wide activities, including social events, community projects, helping people in need and college reform. ? Various programs like paper presentations, workshops and seminars are organized by these bodies every year. We have formed 6 student committees such as: Library committee Cultural Committee Department Exam Committee College Academic committee Discipline AntiRagging Committee Sports Games Committee Health Public Awareness Committee The funding for various activities of the internal college bodies is provided by the College Management.

#### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The alumni association of the Institute started in the year 2011 with name AITS ALUMNI ASSOCIATION. It is literally an inspiration for junior students in terms of fixing their targets and preparing to reach their targets. The members of Institute administration and the senior faculty of all the departments participate in the annual alumni meetings on invitation and seek their advice and support for the development of the institution. The departments seek suggestions of alumni on various developmental activities. An alumni portal is created in the Institute website for better interaction between the Institute and alumni. They are also recommending capsule training on latest technologies. Alumni association invites industrial experts to the Institute and organizes seminars, guest lectures, and workshops. To enhance, modernize, upgrade the existing facilities at the Institute and also to improve and upgrade quality of education as per requirement of industry and society with the help of alumni. To make available Industrial trainings, Internship programs, placement and other facilities to the existing students through the help of alumni in various Industries. Alumni association members regularly visits the Institute placement section and conducts pre placement training by highlighting the job opportunities available in various areas. Some selected students are provided with internship in various organizations. To encourage educational, cultural, fund raising, sports and such other activities as governing body may deem fit in furtherance of the objects of the Institute.

5.4.2 – No. of enrolled Alumni:

106

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

3 Meetings were organised during the Academic year 201819.

### CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

#### 6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

1. Orienting the Engineering program towards Outcome Based Education 2. Design

and development of Mentoring System to groom students in right direction.

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

## 6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	Curriculum is developed for autonomy for the institution through boards of studies constituted as per the guidelines of UGC. Ensured a few senior faculty from IITs and reputed universities are nominated as experts for designing curriculum for all programmes the institution is running.
Teaching and Learning	Online feedback on teaching learning process from students: Online Feedback on teaching learning process allows students to select particular subject and respective teacher to give feedback about teacher and subject. It is a feedback generation system which gives proper feedback to teacher provides the proper feedback to the teachers about their teaching quality on basis of rating Excellent, very Good, Good, Average, and Below Average. In the existing system, student gives feedback manually. In existing system report generation by analyzing all feedback form is very time consuming. The IQAC has reviewed the process of the existing system with the Academic Monitoring Committee and advised the committee to implement online feedback system in the college. In online feedback system student gives feedback for teacher of particular subject for particular period of time may be at month/Semester end. Feedback is sent to HOD of particular department as well as all departments' feedback to principal. HOD has rights to whether feedback shows to respected teacher or not. After analyzing report HOD or Principal conducts the meetings for staff individually by send the message. The online system assessment is the systematic collection and analysis of information to improve student learning in the institution. Internal Audit system introduced for scrutinising of the mid exam answer scripts: The IQAC has reviewed the existing system on internal assessment and asked the

College Academic Committee to strengthen the evaluation by adopting the internal audit on scrutinising the answer scripts. Further it is also suggested that the Internal Answer Scripts must be scrutinized by the senior faculty/subject expert to check the evaluation done by the concerned faculty. The evaluation system adopted by the Institution of both midterm examinations on continuously. The answer scripts are also given back to the students after evaluation for their information which provides transparency and accountability to the evaluation process. With this new method observed that the assessment accuracy has been improved and also helped the teachers to measure the performance of the students.

Examination and Evaluation

The IQAC has reviewed the existing system on internal assessment and asked the College Academic Committee to strengthen the evaluation by adopting the internal audit on scrutinizing the answer scripts. Further it is also suggested that the Internal Answer Scripts must be scrutinized by the senior faculty/subject expert to check the evaluation done by the concerned faculty. The evaluation system adopted by the Institution is applicable for both midterm examinations. The answer scripts are also given back to the students after evaluation for their information which provides transparency and accountability to the evaluation process. It is observed that the accuracy is improved in the new strategy suggested for improvements in assessments. In addition more formative/practice tests are conducted to improve the performance of the students.

Industry Interaction / Collaboration

Industry Interaction Cell is also constituted. The cell interacts with Industry and Institutes to get Internships or permissions for plant visits in their company. Students have visited SHAR, Amararaja Factory, APGENCO and ICF. Two students have also got internships in Amararaja in this academic. Infosys, IBM and Microsoft conduct workshops on recent technologies to students. Municipal corporation of Tirupati(MCT) provided internship to 9 students in this year

to UG CE students.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Finance and Accounts	Tally Software
Student Admission and Support	APEAMCET.NIC.IN
Examination	EDEP Software

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2018	Dr.Kiran Kumar	Advanced Ceramics and Nanomaterials for Sustainable Development (ACEND - 2018)	Christ University, Bangaluru, Karnataka, India	3000
2018	Dr.T. Chengaiah	Advanced Ceramics and Nanomaterials for Sustainable Development (ACEND - 2018)	Christ University, Bangaluru, Karnataka, India	3000
2018	Dr. B. Ramachandra	2nd international conference on emerging trends in engineering, sciences and management (ICEESM2018)	Rajeev Gandhi Memorial College of Engineering and Technology (RGM CET), Nandyal, Kurnool District, Andhra Pradesh.	2000

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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	Outcome based Education and Accred itation organized		24/09/2018	28/09/2018	7	0

	by NITTTR					
2018	Introduction to Network Security by NITTTR		03/12/2018	17/12/2018	21	0
2019	Modern Manufacturing Systems		18/02/2019	22/02/2019	31	0
2019	Evaluating students performance and designing question papers		25/02/2019	01/03/2019	3	0
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Introduction to Network Security organized by NITTTR	20	03/12/2018	07/12/2018	7
Outcome Based Education and Accreditation organized by NITTTR	7	24/09/2018	29/09/2018	7
Database Management Systems by NPTEL	1	31/08/2018	07/09/2018	7
Cloud Computing by NPTEL	2	30/09/2018	06/10/2018	7
Introduction to Machine Learning by NPTEL	4	30/09/2018	06/10/2018	7
Cloud Computing Distributed Systems by NPTEL	2	27/08/2018	01/09/2018	7
Out Come Based Education And Accreditation	2	24/09/2018	29/09/2018	7
Evaluating Students	2	25/02/2019	01/03/2019	7

Performance And Designing Question Papers				
IC Engines and Gas Turbines	1	28/01/2019	19/04/2019	84
Industrial Robotics at JNTUA Anathapuramu	1	09/07/2018	21/07/2018	14
3 D Experience at KSRM with APSSDC Organisation	12	26/11/2018	29/11/2018	3
Rapid Manufacturing	1	28/01/2019	19/04/2019	84
Product Design and Development	1	28/01/2019	28/02/2019	48
Current Trends in Aerospace Industry at ANU, Guntur	1	04/02/2019	06/02/2019	3
Experimental Design, Prediction Modelling and Optimization Tools	1	12/12/2018	18/12/2018	7
Outcome Based Education and Accreditation	5	24/09/2018	28/09/2018	4
Advanced Process Control And Instrumentation System	6	01/01/2019	11/01/2019	11
Evaluating Students Performance And Designing Question Papers	10	25/02/2019	01/03/2019	7
Smartgrid simulation with DG And EV load uncertainty	7	07/02/2019	08/02/2019	2
Developing soft skills and personality	1	22/08/2018	12/10/2018	84
Mathematical methods and its applications	7	07/01/2019	27/04/2019	84
Advanced Transition	3	07/01/2019	27/04/2019	84



metal Organometallic Chemistry				
Enhancing Soft Skills and Personality	1	14/02/2019	27/04/2019	56
NonConventional Energy Resources	1	07/01/2019	27/04/2019	84
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
225	225	138	138

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
yes	yes	no

## 6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

Internal and External audit mechanism for financial transactions are in place. Institution regularly conducts internal and external audits to evaluate the adequacy of internal control systems and management of funds. Regular auditing team checks the transactions done in the Accounts Section. Audit team reports to the Chartered Accountant on quarterly basis. On verification of all the statements, the chartered accountant finalizes the final accounts of the institution. The verification activity is outsourced to certified Chartered Accountancy Firm based in Hyderabad.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
TTD Balamandir Scheme	218800	fees
<a href="#">View File</a>		

6.4.3 – Total corpus fund generated

0
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## 6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	JNTUA	Yes	IQAC, AMC
Administrative	Yes	SANKARAM ASSOCIATES, HYDERABAD	Yes	IQAC, JNTUA

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

a) To foster and promote good relationship among the members of the teaching staff, students and guardians of the students. b) To create in its members keen interest for the smooth working and the progress of the college and for maintaining good discipline and high academic standards. c) To institute scholarships, prizes, medal etc., to benefit students showing a high proficiency in their studies. d) To provide some amenities to the students of this College.

6.5.3 – Development programmes for support staff (at least three)

1. Computer Training 2. Yoga training stress management 3. Soft skill training

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1. Various batches of alumni have been contacted for strengthening the alumni contribution. 2. Up gradation of present syllabus to suit the need of employability through board of studies is sought for. 3. Planning is underway to adopt nearby villages to enhance water conservation, social upliftment etc.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	Yes
c) ISO certification	Yes
d) NBA or any other quality audit	Yes

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Outcome Based Education and Accreditation organized by NITTTR	24/09/2018	24/09/2019	28/09/2019	11
2018	Database Management Systems by NPTEL	27/08/2018	27/08/2018	31/08/2018	35
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## CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
International Women's Day	08/03/2019	08/03/2019	340	0

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources

Encourage planting of more trees in campus The whole campus lightened with LED bulbs to reduce electricity consumption. Install dry and wet organic waste management system for making organic compost.

#### 7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	2
Provision for lift	Yes	2
Ramp/Rails	Yes	2
Rest Rooms	Yes	2
Scribes for examination	Yes	0

#### 7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	1	1	30/08/2018	1	Digital Literacy	Digital Literacy	125
2019	1	1	08/04/2019	1	Voting Awareness	Voting Awareness	83
2019	1	1	30/05/2019	1	Literacy Drive Programme	Literacy drive	95

#### 7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Academic Diary 201819 for all students	02/05/2019	A code of conduct for students is illustrated in the Academic Diary.

#### 7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Celebration of Independence Day	15/08/2018	15/08/2018	2008
Celebration of Republic Day	26/01/2019	26/01/2019	1836
Skit performed at Freshers Day	06/09/2018	06/09/2018	445

#### 7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Installation of ample number of Power Saving LED lights in Campus 2. Planting of plants trees (both perennial seasonal) inside the campus 3. Rain water tanks are constructed for harvesting rain water to prevent soil erosion and meet the water requirements partially. 4. Electronic goods are put to optimum use the minor repairs are set right by the staff and the Laboratory assistants and the major repairs, by the professional technicians, and are

reused. 5. The creation of an ecofriendly atmosphere is a remarkable mission of the Eco Club. Giving training in NatureConservation and Eco development, giving awareness about deforestation and global warming, preparing vermin compost pits, planting saplings, visiting the natural eco systems like local water bodies.

## 7.2 – Best Practices

### 7.2.1 – Describe at least two institutional best practices

**BEST PRACTICEI:** Title of the Practice: Design and development of Mentoring System to groom students. Objectives of the Practice: a. Induction into organizations climate and culture b. To provide psychological support c. To give guidance on career development The Context: Students admitted to the institution are young adults. They belong to both genders and usually are of 18 years age. The students come from various backgrounds. They may come from rural, semiurban and urban areas, the family back grounds vary from poor, middle income to rich, the medium of instructions mostly would have been the local language and also they come from different parts of the state. Thus, there is complete diversity among the students. Most of the students must have stepped out from their homes for the first time and are suddenly exposed to a huge college environment. Hence, the students would be confused and require considerable time to adjust. Hence, the protégés need encouragement, advice and feedback, as well as enhanced sense of competence, effectiveness, and clarity of identity. Also, students of higher classes need career counseling. They need sponsorship, coaching, protection, exposure, visibility and encouragement. Catering to these requirements of students, considering their diversity has becoming a development challenge and an important human resource management strategy for the institution. Approaching the issue in a systematic manner is of paramount importance. The Practice: A wellbuilt mentoring system is in existence in the institution. The process of student counseling starts the moment he/she enters the institute in I Year B.Tech and continues throughout his/her stay. Faculty members are appointed as Counselors to take care of the students. Each counselor is allotted with 20 students. Counseling hours are incorporated in the time tables and every student will get one counseling hour per week. During the counseling hour, the counselor sits with the students and interacts with them. Every minutest aspect of students with regard to academics and career are brought to the notice of the counselor. Extra care will be taken for the slow learners by suggesting them to attend remedial classes without fail and the same is also monitored by the counselor. Before the process of counseling begins, the counselors insist upon the students to set their goal in the first year itself. The students are advised to set short term goals, midterm goals and finally longterm goals. It is strongly believed that goal setting alone paves the way for 50 success in their academics. At the end of the counseling hour, the minutes of the counseling are noted down in the counseling book which is exclusively meant for mentoring system. The counseling books subsequently follow the students when they are promoted to next level i.e, from first year to second year and so on. When students are promoted to next semester, newly appointed counselors, in some cases, counsel them based on the information available with the counseling book. In this way, the counseling book consists of every student's month wise attendance, internal marks, external marks etc. These counseling books are kept with the respective HoD's permanently even after the students pass out. During counseling students' marks, attendance, behaviors and so on are brought to the notice of their parents on phones supplied by the college. This mechanism helps a lot to develop teacherparent relationship. In consultation with the parents, the teachers establish strong grounds for the holistic development of the students. Evidence of Success: Students are made to learn goal oriented approach and devote their valuable time for professional development. Under this motivation,

students taking part in conferences, seminars, workshops, symposiums etc. without hesitation and put out feelers to find new horizons of learning.

Mentoring System in the institute keeps students busy in curricular and cocurricular activities. This is the major reason for increase of attendance of students resulting in alleviation of the number of dropouts. The system helps create congenial learning atmosphere in which students successfully complete their courses without back logs. The system also helps to develop a good studentstudent relationship which ensures ragging free campus. Problems Encountered and Resources Required: The problems encountered in implementing student learning process are multifold. The major problem is initially majority of the students are hesitant to learn because of their backgrounds. It takes time to abdicate their resistance to change attitude. As soon as they enter the institute, they remain in a shell and do not exchange information required with the mentor's in spite of their advancements. Another big problem is the students try to escape to attend mentoring classes on the pretext of other unnecessary works. In addition to these, another major problem is establishing relationship with the parents of the students. Irrespective of the different approaches of mentors, the response of the parents is still desired. As far as resources required in overcoming the impediments, a number of orientation programmes have to be arranged and field trips are required in order to shun the hesitation from the students. Notes: Mentoring system in the institute is reaping enormous benefits to the student community. The process of mentoring begins with setting goal to each student as soon as he/she enters the campus which automatically leads to career advancement. During this process, every student is emphasized on the need of objectives required to march forward towards the set goal. Best Practices: 2 1. Title of the Practice: Preparing and using framework for Academic and Administrative Audit (AAA) 2. Goal: To systematically compile and objectively assess individual and departmental Inputs aimed towards institutional improvement and quality sustenance. 3. The Context Upgrading academic and administrative processes is a continuous endeavor for the institution. The changing education scenario mandates: •Self and external evaluation and sustenance initiatives for maintaining Quality •Stimulating academic environment for promotion of quality in teaching, earning and research •Inculcating accountability in staff members for assuring quality of their teaching, research and services. Through brainstorming in IQAC meetings, it was felt that AAA will help us to understand the present status of various institutional processes and identify the gaps. This will guide and direct us to take necessary steps /start new initiatives. It was found that we lacked standardized formats for periodic assessment of academic and administrative units. The subcommittees of IQAC made the formats for both, academic and administrative audit to ascertain the presence and adequacy of quality assurance procedures, their applicability and effectiveness in guaranteeing quality of inputs and processes. And effectiveness in guaranteeing quality of inputs and processes. 4. The Practice a. Preparation of performa: Terms of reference given to the subcommittee to prepare a standardized format were: •Define the focus areas in academic and administrative processes •Identify the procedures used by departments in each of these areas. A detailed Performa of 15 pages was prepared which included department profile, students profile, workload, research details and teaching and evaluation processes. Information regarding Teaching Process included the following: •Teachers' orientation to handle curriculum •Planning of curriculum transaction •Efforts made to develop and improve their academic / professional competency •Academic calendar for internal and external exam schedule and cocurricular activity •Teaching methods/ICT/teaching aids used •Mechanisms used to keep pace with recent developments •Student feedback evaluation system Details of evaluation process included the following: •Methods adopted by teachers •Objectivity/Effectiveness of evaluation system •Mechanism adopted to communicate progress of students to parents, addressing evaluation related

grievances •Analysis of student's results The Performa also has provision for assessment of teachers by vice principal, principal and management as applicable for qualification, punctuality, regularity, accountability etc. Proforma for Administrative departments includes information related to different sections handling admissions, examinations, stores, maintenance, accounts, salary, appointments, promotions, administration, and scholarships. Library and laboratories audit Performa included details of timings, various facilities / services provided and administration, etc. b. Finalizing the criteria for analysis Data Collection Staff members were informed about the need for the audit and the Performa to be used for the same. They were expected to submit the duly filled in Performa to respective heads of the departments within stipulated time period. Evaluation Internal audit team consisting of three senior faculty members evaluated the departments on the basis of inputs given. The team made appropriate recommendations for continuous improvement of the processes and procedures used for quality assurance and enhancement. External audit will be done in the near future. 5. Evidence of Success: Data compilation for the audit brought in systematic documentation by the staff members. The objective and realistic recommendations were well accepted by both academic and administrative staff and there is eagerness to comply with the same. This endeavor which started with skepticism concluded with the staff feeling satisfied and ready to accept the evaluation positively. 6. Problems Encountered and Resources Required: There was initial resistance from staff as they felt that the exercise was futile and timeconsuming. The Performa was lengthy and took longer time for data collection and compilation. To address those problems the dates for submission were extended.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

### 7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Psyche and intellect dominates physical skills: Graduates / Postgraduates of Engineering / Business Management are expected to go out with the right skills to get into their desired career and flourish. Hence, striking few keywords of the institute's vision statement mission statements, management of this institution aims to see growth in placements, internships and the admissions into higher degree through success in entrance examinations. Institution has MOUs with online assessment partners, training consultancies and arranges 1. Industrialization programme to the final year students every year for 42 hours which helps the students to understand workplace environments, trends in technologies / advances and to plan for their career. 2. Campus Recruitment training for 100 hrs to the final year registered students to impart suitable interview skills. Trainers / Experts from consultancies do engage in CRT. In addition to the inputs of this kind, teachers specialized in programming languages and mathematical aptitude engage in the 'instruction' and conduct practice sessions in laboratories. Teachers experienced and well qualified in English communications are involved in British Council's English communication Skills Project (Collaborative Project of APSCHE British Council) and additional inputs are given to the teachers through 'Train the Trainers' Programme and then special Training Programme on English communication to the 600 registered students of 1st and 3rd level goes on. Special impetus shown in this direction resulted in growth rate of placements, internships performances in entrance exams to PG studies. Performance of the Students of participation in career development programs



Provide the weblink of the institution

<https://aits-tpt.edu.in/placements/>

### **8.Future Plans of Actions for Next Academic Year**

Having evidenced successes in few targets, adding few more targets, revised targets set for academic year 201920 are now listed as below: i) Having attained Autonomy from UGC and from the University, college has meticulously planned for design of the curriculum comprising mandatory internships and socially relevant projects also. ii) Institution planned to acquire examinations infrastructure (software and hardware) that aids in secured ways of conducting examinations, assessments, securing assed data at different instances thereby at most confidentiality is targeted. iii) Though certain improvements were evidenced for funding FDPs/ Workshops, etc., from 201718 to 201819 more focus is emphasize on RD activities to send more quality proposals to fund supporting agencies. iv) To strengthen the innovation chapter.