

The Annual Quality Assurance Report (AQAR) of the IQAC (For Affiliated/Constituent Colleges)

Institutions Accredited by NAAC need to submit an Annual self-reviewed progress report i.e. Annual Quality Assurance Report (AQAR) to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the IQAC at the beginning of the Academic year. *The AQAR period would be the Academic Year. (For example, July 1, 2017 to June 30, 2018)*

Part – A

Data of the Institution

(data may be captured from IIQA)

1. Name of the Institution: CHAITANYA BHARATHI INSTITUTE OF TECHNOLOGY

- Name of the Head of the institution : Dr.Pandurengan Ravi
- Designation: Principal
- Does the institution function from own campus: Yes
- Phone no./Alternate phone no.:
- Mobile no.: 7799344443
- Registered e-mail: cbitpdtr@gmail.com
- Alternate e-mail :
- Address :VIDYA NAGAR, PRODATTUR
- City/Town : PRODATTUR, KADAPPA
- State/UT : ANDHRA PRADESH
- Pin Code : 516360

2. Institutional status:

- Affiliated / Constituent: AFFILIATED
- Type of Institution: Co-education/Men/Women: Co-educated
- Location : Rural/Semi-urban/Urban: Rural

- Financial Status: Grants-in aid/ UGC 2f and 12 (B)/ Self financing (please specify): UGC 2f and 12B/self financing
- Name of the Affiliating University: JNTUA
- Name of the IQAC Co-ordinator : Dr.R.Saravanan
- Phone no. : 9976592943

Alternate phone no.

- Mobile: : 9976592943
- IQAC e-mail address: saravaneetanj@gmail.com
- Alternate Email address: saravan_tanj@yahoo.co.in

3. Website address: <http://cbit.edu.in/>

Web-link of the AQAR: (Previous Academic Year): <http://cbit.edu.in/>

4. Whether Academic Calendar prepared during the year?

Yes/No -No, if yes, whether it is uploaded in the Institutional website: No

Weblink: <http://cbit.edu.in/>

5. Accreditation Details:

Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1 st	B	2.43	2015	From:03.03.2015 to:02.03.2020

6. Date of Establishment of IQAC: DD/MM/YYYY: 04/03/2016

7. Internal Quality Assurance System

7.1 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

Note: Some Quality Assurance initiatives of the institution are:

(Indicative list)

- *Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback from all stakeholders collected, analysed and used for improvements*
- *Academic Administrative Audit (AAA) conducted and its follow up action*
- *Participation in NIRF*
- *ISO Certification*
- *NBA etc.*

- Any other Quality Audit

8. Provide the list of funds 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

9. Whether composition of IQAC as per latest NAAC guidelines: Yes/No: YES

*upload latest notification of formation of IQAC ANNEXURE1

10. No. of IQAC meetings held during the year: 2

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

Yes/No: YES

(Please upload, minutes of meetings and action taken report)

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

If yes, mention the amount:

Year:

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

- *Keeping track of curricular, co-curricular and extra-curricular activities in the College
- * Skill Development Programmes organized for Non-teaching staff
- *Collected, compiled and analysed course feedback from students, parents and other stakeholders
- * Facilitated Online Feedback on Teachers from Students of UG and PG programmes
- * Initiatives in organization and conduction of various International, National, State level and Institution level conference /workshop/ seminars

13. 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
Collect and compile feedback responses from students, parents and other stakeholders.	The Feedback forms was collected from stake holders to facilitate a review of the administrative and academics on the following aspects 1.Parent Feedback on the Programme 2.Alumnae Feedback on the Programme 3. Course Feedback and Programme Feedback by students

	4. Student evaluation of Teachers 5. Faculty Feedback on Programme and Course.
Organize activities and events that will promote skill-enhancement for teaching and non-teaching staff.	Event Name: Guest Talk on "Defense Career Options" Date: 11-Apr-18 Resource Person: Mr M.Venkata Sesha Kumar, Director, State soldiers Welfare
Keeping track of curricular, co-curricular and extra-curricular activities in the College	Under Graduate Course in Bachelor of Mechanical Engineering under is started from academic year 2017-18.

14. Whether the AQAR was placed before statutory body? Yes /No: No

Name of the Statutory body:- Date of meeting(s): -

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

Yes/No: No

Date: -

16. Whether institutional data submitted to AISHE: Yes/No: Yes

Year:2018

Date of Submission: 31.01.2018

17. Does the Institution have Management Information System?

Yes

No ✓

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

Response:

The institution ensures effective curriculum delivery through systematic action plans, JNTU academic calendar, CBIT policies and documented process. The University process almost ensures that the curriculum released will be meeting the Industry expectations at that time. Faculty members are encouraged to impart the curriculum through innovative teaching methods such as presentations, assignments, discussions, augmentation courses, workshops, industrial visits.

Process for effective curriculum delivery:

The College has strategized ways and means to strengthen the teaching-learning process in the following ways:

- Formulation of objective driven teaching plan at the beginning of the semester
- Preparation of adequate learning materials (resources) Updated library facilities with e-journals Maintenance of course files by all faculty members which contains lesson plan, notes of lesson, question bank and performance details of the students.
- Adopting new and innovative teaching techniques, in addition to the traditional lecture method to get the students actively involved in the teaching learning processes.
- The students are allowed to discuss, deliberate and innovate upon the ideas within themselves and also with the staff members.
- Organizing suitable invited guest lectures by industry personnel and industrial visits to improve the effectiveness of implementation of the curriculum.
- Entrusting the teaching faculty with the task of mentoring 20 students on academic and personal issues, thereby strengthening the bond between teachers and students, leading to a better learning atmosphere.
- Attendance booklets are provided to all faculty members to make a record of attendance of the students during Theory (TH) and Practical (PR) sessions.
- The Head of the department and the Principal do a periodical review of the portions covered by the staff members and also the student's attendance.
- Faculty members also refer to the previous JNTU, CBIT MID exam question papers and results of respective subjects to understand the performances of previous students. They also discuss with previous assigned faculty to get an idea about the focus of the subject.

Various Course Delivery Methods are:

- Lectures: Lectures are used to convey information, history, background, theories and equations of engineering practice. Lectures are used to relate engineering practice with ethical issues. Lectures are also used to expose the students to contemporary issues and the need for life-long learning in the appropriate societal context
- Class presentations: Presentations are given to illustrate ideas and concepts in intricate graphical and animation form effectively communicate the working of actual engineering solutions and their impact.
- Tutorials: The tutorials help the students in developing better understanding

Name of the Certificate Course	Name of the Diploma Courses	Date of introduction and duration	focus on employability/ entrepreneurship	Skill development
-	-	-	-	-

1.2 Academic Flexibility

1.2.1 New programmes/courses introduced during the Academic year

Programme with Code	Date of Introduction	Course with Code	Date of Introduction
NIL	-	-	-

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	UG	PG	Date of implementation of CBCS / Elective Course System	UG	PG
B.Tech (CE, EEE, ECE, CSE)	✓	--	06-07-2015	✓	--
M.Tech/ MBA	--	✓	22-04-2015, 13-08-2015	--	✓
Already adopted (mention the year)					

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

	Certificate	Diploma Courses
No of Students	-	-

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
NIL	-	-

1.3.2 Field Projects / Internships under taken during the year

Project/Programme Title	No. of students enrolled for Field Projects / Internships
NIL	-

1.4 Feedback System

1.4.1 Whether structured feedback received from all the stakeholders.

1) Students	2) Teachers	3) Employers	4) Alumni	5) Parents
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Yes/ No	Yes/ No	Yes/ No	Yes/ No	Yes/ No
Yes	Yes	Yes	Yes	Yes

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

A structured proforma consisting of important parameters pertaining to teaching learning process has been designed for the purpose of collecting students feedback. The responses are subject to Electronic Data Processing and the results are analysed by the HoDs and the Principal, and the feedback is communicated to the faculty members concerned wherever necessary, for their improvement. Student's feedback on value added programme conducted (for example guest lectures, seminars, employability camp, etc.) is obtained at the end of the programme by distributing a questionnaire at the end of the event. The Director, Training and Placement Cell in co-ordination with the faculty members in charge from each Department have been attending to the task of collecting feedback from alumni.

CRITERION II -TEACHING-LEARNING AND EVALUATION

2.1 Student Enrolment and Profile

2.1.1 Demand Ratio during the year

Name of the Programme	Number of seats available	Number of applications received	Students Enrolled
B.Tech (CE)	72	66	66
B.Tech (EEE)	144	135	135
B.Tech (ECE)	144	149	149
B.Tech (CSE)	144	68	68
MBA	60	60	60

2.2 Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of full time teachers available in the institution teaching only UG courses	Number of full time teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2014-2015	07	-	--	-	-

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
89	51	Projectors, PC, Laptop, Printers,	15	2	NPTEL videos, Digital Library,

		Pen Drive			Lecture Videos, EDX, PPT
2.3.2 Students mentoring system available in the institution? Give details. (maximum 500 words)					
<p>In order to resolve day to day academic problems of the students, mentors are appointed for a batch of 15 students, and they will counsel the respective students once in a week, to solve the problems come across during their course of study.</p> <p>This is a continuous process till the end of academic career of the student. During the last semester of study students are advised for higher studies along with proper career guidance. Reasonable numbers of students have secured admissions for their higher studies and they in turn guide their juniors for their prospective admissions</p> <p>Goal:</p> <ul style="list-style-type: none"> ➤ To monitor the students regularity & discipline ➤ To enable the parents to know about the performance & regularity of their wards. ➤ Improvement of teacher-student relationship ➤ Counselling students for solving their problems and provide confidence to improve their quality of life. ➤ Guiding students to choose right career path for job, higher studies, Entrepreneurship, etc. ➤ Creation of a better environment in college, where students can approach teachers for both educational and personal guidance. ➤ Enhancement of knowledge base for both teachers and students alike, due to effective two-way communication. ➤ Awareness and support to students for GATE, GRE, CAT, ISRO, SAIL, NAL, HAL, NTPC, BSNL, DRDO, BARC, and other Govt. & PSUs examinations. → ➤ Motivation for higher studies and entrepreneurship. ➤ Advice and support for improvement in academic performance. <p>Ongoing process:</p> <ul style="list-style-type: none"> ➤ Regular meetings are held between mentor and mentee. ➤ A separate detail is maintained for each student. ➤ Students are allowed to approach the mentor for both academic & personal problems. ➤ Personalized professional /career advice is given to the mentee. <p>The Practice :</p> <ul style="list-style-type: none"> ➤ The teacher takes students attendance in every class during the first five minutes and after the class enters the list of absentees in the Academic Activity Register (AAR) and absentees information 					

will be posted to head of the department as well as to the parents every day.

- If a student is absent for more than ten days continuously then HOD calls the parents of a student, enquires the reason and advises them to take care of their ward.
- Even after informing student's parents, HOD forwards the details of a student to the Principal for further action.
- Every section has two mentors and each mentor will get 15 students.
- The Mentors prepare the monthly attendance of every student for each section and send the information to the parents of defaulters through proper channel.

Outcomes of the system :

- The attendance percentage of the students has increased to a greater extent.
- The number of detainment of students has decreased consistently.
- In course of direct communication between mentor and the student there was a good improvement in the teacher-student relationship.

The above effected in attaining a better academic performance.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor: Mentee Ratio
1286 (UG)	89 (UG)	1:14.4
115(PG)	07 (PG)	1:16.42

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
96	71	25	25	Nil

2.4.2 Honours and recognitions received by teachers

(received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

<i>Year of award</i>	<i>Name of full time teachers receiving awards from state level, national level, international level</i>	<i>Designation</i>	<i>Name of the award, fellowship, received from Government or recognized bodies</i>
OCT,2014	Dr.M.L.N.Sharma	Asst Prof.	Ph.D

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
B.Tech (CE)	01	II/I	02.06.2018	25.09.2018

B.Tech (CE)	01	II/II	06.06.2018	04.09.2018
B.Tech (CE)	01	II/III	06.06.2018	26.07.2018
B.Tech (CE)	01	II/IV	23.04.2018	23.06.2018
B.Tech (EEE)	02	II/I	02.06.2018	25.09.2018
B.Tech (EEE)	02	II/II	06.06.2018	04.09.2018
B.Tech (EEE)	02	II/III	06.06.2018	26.07.2018
B.Tech (EEE)	02	II/IV	23.04.2018	23.06.2018
B.Tech (ECE)	04	II/I	02.06.2018	25.09.2018
B.Tech (ECE)	04	II/II	06.06.2018	04.09.2018
B.Tech (ECE)	04	II/III	06.06.2018	26.07.2018
B.Tech (ECE)	04	II/IV	23.04.2018	23.06.2018
B.Tech (CSE)	05	II/I	02.06.2018	25.09.2018
B.Tech (CSE)	05	II/II	06.06.2018	04.09.2018
B.Tech (CSE)	05	II/III	06.06.2018	26.07.2018
B.Tech (CSE)	05	II/IV	23.04.2018	23.06.2018
MBA		II/IV	14.05.2018	03.06.2018
MBA		I/II	05.05.2018	16.07.2018
M.Tech		IV/II	--	--

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

In our college a common question paper template is followed. It consists of questions , CO address and corresponding blooms taxonomy level. Controller of Examiner schedules the assessments test in advance to the faculty members so that question papers can be prepared and submitted to the same in advance. Faculty members will submit the question paper to HOD in the required format by suitably covering the CO's and Knowledge levels based on blooms taxonomy To ensure the coverage of CO's and knowledge levels HOD will review the questions and it will be submitted to exam cell. Model Examination of Labs is also conducted at the end of the every semester. Correction of papers are done in a separate hall and then HODs randomly go through the exam paper of the students for effective process Corrected answer papers is distributed to the students with scheme and will ask them for any correction errors and suitably rectified. Assignment will be given to the students for only in higher level CO's.

Projects work assessment:

The project work starts during end of seventh semester. Senior faculty members, HOD and Project Coordinators select one project for each group considering the quality, relevance, University norms.

Projects are selected in line with Department mission, vision, PEO, PO and PSOs.

Students submit 3-5 project abstracts to the department project coordinator along with their project group members and area of interest.

The list of previous year projects is displayed in the notice board which ensures no repetition of project work and also encourages students to enhance the previous works.

Faculty members encourage students to do in house projects. They will be provided with necessary hardware and software support.

The project assessment is done through: Four Internal project reviews Final external university project

review

We also encourage them to display their projects in Department Lab. Students are also encouraged to present their project ideas in conferences and also publish papers in Journals.

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

The Academic Calendar, a part of the College Hand book. It includes the dates of re-opening, bridge course, orientation course, commencement of internal tests, commencement of semester examinations, important functions of the college and Government, local and institutional holidays etc

The University prepares academic calendar before the commencement of each semester and publish in the University website. Based on the academic calendar prepared by the university, institutes prepares an institutional level academic calendar for the smooth functioning of academic as well as extracurricular activities planned in the current semester. This displays in the notice board of all departments.

The academic calendar highlights the course registration and enrolment details. Each subject teachers prepare their own course material based on the prescribed syllabus given by the university, which distributes to the students for reference.

The examination committee meets periodically to discuss all the examination related matters. At institute level, effective implementation of tutorial and Class test /unit test/prelim take place and results are declared within eight days.

Schedules for the supplementary examinations and result declaration dates will be included in the calendar.

The students can see their evaluated answer sheets and discuss the same with concerned faculty.

The Principal, CEO, Academic coordinator, HOD and examination coordinators of departments make sure that;

- Completion of term work
- Conduction of mock practical and theory examinations
- Submission of term work marks based on continuous evaluation scheme

1. Academic calendar committee will prepare the academics calendar considering university guidelines for each semester

2. Academic calendar will indicates Mid Exam schedule , student activities , holidays, project review, end semester examination , span of academic activities

3. Academic calendar will be approved by committee consists of Hod's and principal

4. The approved academic calendar is circulated for all the faculty and staff

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 web link)				
www.cbit.edu.in/cse/lo.aspx , www.cbit.edu.in/ece/lo.aspx , www.cbit.edu.in/eee/lo.aspx , www.cbit.edu.in/me/lo.aspx , www.cbit.edu.in/ce/lo.aspx , www.cbit.edu.in/mba/lo.aspx				
2.6.2 Pass percentage of students				
Program me Code	Programme name	Number of students appeared in the final year examination	Number of students passed in final semester/year examination	Pass Percentage
01	Civil Engg	67	45	67.16%
02	EEE	87	82	94.25%
04	ECE	105	64	60.95%
05	CSE	81	63	77.78%
1E	MBA			91.38%
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 web link) College has started the Student Satisfaction Survey (SSS) on overall institutional performance from the academic session 2018-2019. The report of academic session was approved by IQAC and uploaded to the website. SSS Questionnaire: SSS Report:				
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 Academic year
Major projects	Nil	Nil	Nil	Nil
Minor Projects	Nil	Nil	Nil	Nil
Interdisciplinary Projects	Nil	Nil	Nil	Nil
Industry sponsored Projects	Nil	Nil	Nil	Nil
Projects sponsored by the University/ College	Nil	Nil	Nil	Nil
Students Research Projects (<i>other than compulsory by the College</i>)	Nil	Nil	Nil	Nil
International Projects	Nil	Nil	Nil	Nil
Any other(Specify)	Nil	Nil	Nil	Nil
Total	Nil	Nil	Nil	Nil
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(s)		
Android Application Development	CSE	03.11.2014		
Advanced Hardware	CSE	01.11.2014		

Programming			
3.2.2 Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year			
Title of the innovation	Name of the Awardee	Awarding Agency	Date of Award
NIL	-	-	-
3.2.3 No. of Incubation centre created, start-ups incubated on campus during the year			
Incubation Centre	Name	Sponsored by	
NIL	--	--	
Name of the Start-up	Nature of Start-up	Date of commencement	
NIL	NIL	NIL	
3.3 Research Publications and Awards			
3.3.1 Incentive to the teachers who receive recognition/awards			
State	National	International	
NIL	NIL	NIL	
3.3.2 Ph. Ds awarded during the year (<i>applicable for PG College, Research Center</i>)			
Name of the Department	No. of Ph. Ds Awarded		
H&S	01		
3.3.3 Research Publications in the Journals notified on UGC website during the year			
Department	No. of Publication	Average Impact Factor, if any	
National	CE	00	--
	EEE	00	--
	ECE	00	--
	ME	00	--
	CSE	00	--
	H&S	00	--
	MBA	00	--
International	CE	00	--
	EEE	10	--
	ECE	12	--
	ME	07	--
	CSE	02	--
	H&S	02	--
	MBA	00	--
3.3.4 Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year			
Department	No. of publication		
NIL	NIL		

3.3.5 Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or Pub Med/ Indian Citation Index						
Title of the paper	Name of the author	Title of the journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citations
NIL	NIL	NIL	NIL	NIL	NIL	NIL

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

Title of the paper	Name of the author	Title of the journal	Year of publication	h-index	Number of citations excluding self citations	Institutional affiliation as mentioned in the publication
NIL	NIL	NIL	NIL	NIL	NIL	NIL

3.3.7 Faculty participation in Seminars/Conferences and Symposia during the year :

No. of Faculty	International level	National level	State level	Local level
Attended Seminars/ Workshops	25	00	00	00
Presented papers	12	02	00	00
Resource Persons	00	00	00	00

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 co-ordinated such activities	Number of students participated in such activities
Blood grouping programme	NSS "CBIT" Collaborated with Red Cross Society	01	340
Blood Donation Camp	NSS "CBIT" Collaborated with "HDFC" bank On the eve of bankers' day	01	70
Organ Donation Awareness Programme	NSS "CBIT" Collaborated with Cardio specialist from Care Hospital.	01	200
International Women's Day	NSS "CBIT" Collaborated with "INNER WHEEL WELFARE ASSOCIATION"	01	400
Yoga Day An Awareness Programme	NSS "CBIT" Campus	01	150
Shramaadan Programme	NSS "CBIT" Collaborated with volunteers	01	30
NSS	NSS "CBIT" Volunteers	01	100

Volunteers Issued Blankets To Old Age Homes			
Blood Donation Programme	NSS “CBIT” Collaborated with “Government General Hospital”	01	130
Tree Plantation Programme	NSS “CBIT” Volunteers planted 150 samples of trees	01	50

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	No. of Students benefited
Patriotic Poem	First prize in NSS District Level youth festival	Vaagdevi institute of technology and science	01
Patriotic Poem	First prize in UNIVERSITY level “NSS YOUTH FESTIVEAL”	JNTU Ananthapur university	01

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/ agency/ collaborating agency	Name of the activity	Number of teachers coordinated such activities	Number of students participated in such activities
NSS	CBIT	Swachh Bharat	06	200
NSS	CBIT	Swachh Bharat	08	250

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
Nil	Nil	Nil	Nil

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-To)	participant
Title of the linkage	Name of the partnering institution/	Duration (From-To)	participant	Title of the linkage

	industry /research lab with contact details			
NIL	-	-	-	-

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 and Activities	Number of students/teachers participated under MoUs
NIL	-	-	-

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
Rs. 5,40,94,0000	Rs.1,72,18,715

4.1.2 Details of augmentation in infrastructure facilities during the year

Facilities	Existing	Newly added
Campus area		
Class rooms	33	Nil
Laboratories	40	Nil
Seminar Halls	02	Nil
Classrooms with LCD facilities	10	Nil
Classrooms with Wi-Fi/ LAN	33	Nil
Seminar halls with ICT facilities	02	Nil
Video Centre	02	Nil
No. of important equipments purchased (\geq 1-0 lakh) during the current year.		
Value of the equipment purchased during the year (Rs. in Lakhs)		
Others		

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
ECAP	Fully	3.0	2013

4.2.1 Library Services:

	Existing		Newly added		Total	
	Number	Value	Number	Value	Number	Value
Text Books	17116	Rs 4850789	-	-	17116	Rs. 4850789
Reference Books	1704		-	-	1704	
e-Books	-	--	-	-	-	Rs 315000

e-Journals	6126	Rs 210000	3063	Rs. 105000	9189	
Journals	392	489749	--	--	392	Rs 489749
Digital Database	12	--	--	--	12	12
CD & Video	1079	--	135	--	1214	--
Library automation	1	25000	-	-	1	25000
Weeding (Hard & Soft)	--	--	--	--	--	--
Others (specify)	--	--	--	--	--	--

4.3 IT Infrastructure									
4.3.1 Technology Upgradation (overall)									
	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Available bandwidth (MGBPS)	Others
Existing	340	06	59	01	06	05	07	50	--
Added	--	--	--	--	--	--	--	--	--
Total	340	06	59	01	06	05	07	50	--
4.3.2 Bandwidth available of internet connection in the Institution (Leased line)									
50 MBPS									
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				
NIL					NIL				
4.3.4 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		
NIL		NIL			NIL		NIL		

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
Rs. 2,05,56,570	Rs.77,11,346	Rs.3,35,37,430	Rs.1,25,60,835
4.4.2 Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (<i>maximum 500 words</i>) (information to be available in institutional Website, provide link) : www.cbit.edu.in/ifr/lo.aspx			
Civil Infrastructure Maintenance			
Adequate Human resources are appointed exclusively for maintenance and upkeep of campus infrastructure. A maintenance supervisor and maintenance assistances (electrician and plumber) assist in upkeep and maintenance of infrastructure facilities. These personnel are available 24 X 7 to monitor the maintenance. The cleanliness of the campus and the hostels is out-sourced to a contractor who reports to the supervisor. The institute outsources the maintenances of infrastructure facilities. Following is the list of Annual maintenance contracts. Annual Pest Control Service Contract			
<ul style="list-style-type: none"> • Fire Systems Maintenance • UPS • Water Tank Cleaning • Drinking Water Testing 			

Provision of adequate infrastructural facilities for teaching and learning has always been a priority area for the Institute. The Institute abides by the norms provided by AICTE and Jawaharlal Nehru Technological University, Anantapur (JNTUA) to provide and enhance the infrastructure required to facilitate effective teaching and learning. The Institute has a total land area which is constructed with robust structures for various academic purposes.

Maintenance of Equipment & Computing Facilities:

The institute has dedicated staffs that overlook the maintenance & upkeep of equipment & computing facilities of the institution. All the standalone and dedicated computers and network systems connecting these computers are taken care of by the respective departments, system department and technical assistants. All the electrical and electronics equipment deployed in different positions in institute are looked after by the team of electrical maintenance staff consisting of electricians and engineers. Routine computer maintenance, software installations, networking are handled by respective Department. Anti-virus software is purchased and is renewed annually for the smooth working of all the computers in the institute.

Classrooms

1. Each class room is designed & maintained as per AICTE norms with respect to carpet area, lighting, ventilation & furniture to have a conducive ambiance.
2. All the classrooms are provided with LCD projectors and campus wide Wi-Fi facility.
3. Institution has two spacious seminar halls and an auditorium with state-of-the-art facilities.
4. The Imparts lecture capture solution facilitates record of every lecture delivered by the faculty which can be viewed by the students any number of times at a later time. This helps slow learners to understand the difficult concepts at their own pace. This also facilitates introduction of flipped classroom teaching where there is only learning in the class room with little teaching.

Laboratories

1. Each lab/workshop with appropriate layout is designed & maintained as per AICTE norms with respect to carpet area, lighting, ventilation & furniture to have a conducive ambiance & practical exposure.
2. Laboratories are well equipped with adequate number of experimental set-ups, computers & peripherals. Qualified lab instructor/Mechanic is allotted for all the lab batches for its smooth functioning.
3. Special care is taken to ensure that the students conduct all the experiments as per the University syllabus. A few experiments beyond the curriculum are also conducted.

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	Nil	Nil	Nil
Financial support from other sources			

a) National	Nil	Nil	Nil
b) International	Nil	Nil	Nil
Other Sources (Government of AP)		974	3,35,86,500

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.,

NIL	-	-	-
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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 by Guidance for Competitive examination	Number of benefited students by Career Counselling activities	Number of students who have passed in the competitive exam	Number of students placed
2014-2015	NIL	-	-	-	-

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	No. of grievances redressed	Average number of days for grievance redressal
Nil	Nil	Nil

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
Aagna Global Solutions Pvt Ltd	102	09	Infosys, Bangalore (Through JKC)	31	01
Andromeda BPO Pvt.Ltd	89	11			
Gemini Communication,Hyderabad	65	05			
People Prime,Hyderabad	37	03			
Aagna Global Solutions Pvt Ltd	102	09	Infosys, Bangalore (Through JKC)	31	01
Andromeda BPO Pvt.Ltd	89	11			

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
2014-2015	NIL	-	-	-	-

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	No. of Students selected/qualifying	Registration number/roll number for the exam
NET	--	--
SET	--	--
SLET	--	--
GATE	--	--
GMAT	--	--
CAT	--	--
GRE	--	--
TOFEL	--	--
Civil Services	--	--
State Government Services	--	--
Any Other	--	--

5.2.4 Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Participants
NIL	-	-

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	Sports	Cultural	Student ID number	Name of the student
2014-2015	NIL	-	-	-	-	-

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

Every year, a Student council is formed comprising of one student representative from each Department. From the council framed one student is being selected as Student Chairman every year. The student council plays a vital role in Departmental activities such as organizing department events, seminars, conferences and workshops.

The council members and all the other students deliberately involve in their Department newsletter preparation and in editorial committee. The student representatives also participate in the preparation of college calendar every year to plan college activities Department wise.

Especially Department events are completely planned, organized and conducted by the students under the supervision of the faculty.

The goal of the student council is to provide a common platform to students for co-curricular and extra-

curricular activities.

ANTI-RAGGING COMMITTEE

Institution imparting technical education shall constitute a Committee to be known as the Anti-ragging Committee to be nominated and headed by the Head of the Institution, and consisting of representatives of civil and police administration, local media, Non-Government Organizations involved in youth activities, representatives of faculty members, representatives of parents, representatives of students belonging to the fresher's category as well as senior students, non-teaching staff and shall have a diverse mix of membership in terms of level as well as gender. The anti-ragging committee of CBIT is constituted as per the guidelines of All India Council for Technical Education. The following is the composition of the committee.

- All Head of the Departments
- Hostel chief warden
- Student coordinators
- Inspector of Police

The awards and punishments are affected as per the guidelines of AICTE, Government orders and judgments given by courts of India from time to time.

ANTI-SEXUAL HARASSMENT COMMITTEE

The College has constituted anti-sexual harassment committee comprising of senior faculty members and students for preventing any act of sexual harassment.

STUDENT GRIEVANCE REDRESSAL COMMITTEE

A redressal committee functions in the institution.

Following are the functions of redressal committee,

- To receive the grievance in person.
- To analyze and examine the nature of grievance.
- To deliberate with the members of committee and call for remarks if necessary
- To resolve the issues impartially
- IQAC

5.3 Alumni Engagement

5.3.1 Whether the institution has registered Alumni Association? Yes/No, if yes give details (maximum 500 words):

NO

5.3.2 No. of ~~registered~~ enrolled Alumni:

5.3.3 Alumni contribution during the year (in Rupees) :

5.3.4 Meetings/activities organized by Alumni Association : **Meeting were organized by management. Principal, all the department head's, Senior Faculties from each department were participated in the alumni meeting.**

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)

VISION: To impart futuristic Technical Education, advance knowledge, research and instill high pattern of discipline that will best serve the nation and the world in the contemporary century.

MISSION:

Committed in creating and disseminating knowledge, to the students hailing from both, rural and urban areas of Andhra Pradesh and from other parts of India.

Endeavors to develop in each student, the ability and passion to work creatively with relevance to real-world problems.

Provides world-class, quality education and gives importance for discipline, ethics and character building.

Institute is established with an aim of providing quality higher education at par with international standards. The members of the society comprising of experienced persons from the field of education, engineering , medicine, business etc who have proven track records by the establishment of different engineering colleges in Andhra Pradesh.

Nature of Governance: The institution is recognized by All India Council for Technical Education, approved by Government of Andhra Pradesh affiliated to JNTUA .

The Governance of the institution is strictly in accordance with the Vision and Mission.

The system is effectively decentralized for a better governance and performance.

The major decisions which have a bearing on the function and the goal of the college are done by the Governing Council which includes the Chairman of the institution. T

he staff council of the college headed by the Principal, Vice Principal, and all the HOD as members ensures the proper implementation of the decisions and directions given.

The Management gives sufficient freedom to the Principal, who is the academic head of the institution to function in order to fulfil the vision and mission of the institution. HOD is delegated with department level authority.

The responsibilities are communicated to the faculty members through regular staff meetings.

The office administration of the College is headed by the Registrar under whom there are Office Superintendents. The Institute has a perspective plan for development.

It is developed by Principal with the help of HOD's of various departments under the guidance of Governing Council. Based on the academic schedule given by the affiliating university, academic calendar is prepared. The academic calendar includes the list of pre-planned programs of various departments and examination schedules prepared with the knowledge of HOD's. To ensure development of the Institute, all the planning and execution is monitored regularly. The perspective plan helps to

Streamline various processes like evaluating methodologies of the teaching-learning process,

research progress, infrastructure facilities etc.

Thus, decentralization helps in effective and quality transformation of education to the students. The participative culture helps to ensure transparency in both academic and administration. The object of participative management and decentralization is evident from the various programs organized in the college

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

Yes/No/Partial:

Partial

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):

❖ Curriculum Development

Response:

The curriculum has integrated the cross cutting issues such as gender, environment and sustainability, human values and professional ethics through the courses in B.Tech level. The institution takes proactive measures that help in creating social awareness on issues relevant to gender, environment and sustainability, human values and professional ethics through the following activities:

Gender:

Under this compulsory course, students are informed about the legally enforced gender equality policies that are mandated in all work places. The students are acquainted with the concepts of feminist relationships, responsibilities and gender identities. The growing importance of gender equality is communicated effectively to the students through this course. Gender equity is attained by conducting programs like seminars, debates, group discussions for both boys and girls on a single platform.

Celebrations: Various activities are conducted regularly by the students as well as faculty without any gender discrimination. For example, women's day celebration, national festivals are celebrated by one and all.

Environment & Sustainability:

All the students of engineering study Environmental Science in the first year where they are made to understand the importance of environment, ecological balance, sustainability and applicable laws & rules. The College conducts neighbourhood community activities through NSS dept. The extension activities organized by the College enhance the students' academic learning experiences and inculcate the values and skills in them. The impact of the programme is listed below:

- Through these activities the students get socialized and learn to think beyond individual interests and for social welfare.
- Teamwork, Leadership Skills, Effective Communication Skills, and Effective Decision Making are just a few things students learn while participating and organizing various Projects and programmes under extension activities.
- The Extension activity also inculcates value of male –female equality, humanity and notion of equal

rights.

This is done by giving them a complete understanding of our ecosystems, natural resources, bio diversity, biotic resources, pollution due to various factors and its management.

Human Values and Professional Ethics:

The courses under the title Human Relations and Professional Ethics have been there in the curriculum of JNTUA. The papers discuss the details on how a professional should behave while he is there with the organization. It also teaches the transition from personal ethics to professional ethics and details about morals and values and how they contribute to professional ethics. These papers also discuss the role of human relations and values as well.

NSS activities:

NSS and Red cross youth wing organize a variety of activities with societal concern such as:

- Blood donation camp
- Voting awareness camp
- Marathon
- Yoga
- Helmet awareness week
- Swachha Bharath

❖ Teaching and Learning

- College arranges several of experiential and participative learning activities to broaden the scope of education imparted to the valuable students. Considering student as an important stakeholder of the Institute, various activities are conducted by the Institute during the semester
- In addition to traditional teaching-learning methodologies, the Faculty members adopt group discussions, relevant videos, seminars, mini projects, case studies, PPTs, real time examples, simulations, quizzes, depending on the course that create the best student centric learning environment.
- Lab sessions help in experimental learning and permit the students to widen their knowledge and skills. Experiential learning is ensured through individual or group projects.
- Standard and probable Viva questions for all the experiments are prepared and maintained in the course file
- Faculty members apply teaching methods such as group discussions, seminars/ student presentation for better understanding of concepts/ technologies Tutorial classes are conducted which supplement regular teaching learning process.
- Multimedia teaching like PPTs are incorporated in the day-to-day teaching learning process that enhances the students' understanding of the subject. Competitive and Team Spirits are developed through group discussions, debates and panel discussions.
- Lectures by experts are organized by the respective departments, to provide knowledge beyond the prescribed syllabus. Students are encouraged to organize and to participate in Inter-collegiate

events, project.

- Industrial visits and value added courses are arranged to give hands-on experience to the students. Our campus is enabled with Wi-Fi facility that allows students to access technical resources.
- In addition to academics, to be a socially responsible citizen, our college encourages the students to participate in NSS activities with equal enthusiasm to develop their overall personality.
- The college has a central library well equipped with books & e-books, technical magazines, journals & e-journals.
- Easy access is made available for students to some of key books providing them in departmental library.

❖ Examination and Evaluation

- The institution continuously monitors the changes that are happening at the university level and makes appropriate & effective changes in the internal evaluation system as demonstrated below with each scheme change for UG programs and the same procedure is adopted for PG programs. All the changes are informed to the students through interactions & circulars with utmost transparency.
- University guidelines are strictly adhered to with respect to evaluation process. There are two (MID I and MID II) internal tests conducted. The schedules of internal assessments are communicated to students and faculty in the beginning of the semester through institute academic calendar which is prepared based on the university academic calendar. Before a week internal exam time table is displayed on the notice board.
- Questions are framed, such that they adhere to JNTUA standard. It follows the Bloom's Taxonomy and Outcome based Education in which CO's are attained.
- There are 5 Course Outcomes (CO's) for each subject. The first internal test question paper is prepared in which it covers two CO's, second internal test covers another three CO's.
- The subject handling faculty prepares question bank that covers equal number of questions from each unit, covering all the topics Department internal exam coordinator under the guidance of HOD, checks for the standard of the question bank.
- College Internal exam Coordinator along with a Exam team selects the final internal questions for each subject from the question bank
- Question papers are given to the internal exam coordinators of the department on the day of test, after approval from the Principal. Internal exam coordinator ensures smooth conduction of test and proper valuation of internal books.
- After the evaluation, Course Outcome attainment is calculated. Based on the attainment, GAP is found and corrective actions are taken.
- Whenever class tests, internal assessment tests are conducted the results of the students performance are used by the faculty to identify slow and advanced learners.

❖ Research and Development

- With a vision to nurture new ventures in the ever developing areas of Electrical, Electronics and Communication, Computer Science, Civil and mechanical Engineering, we at CBIT have started an Incubation Centre. Focusing on providing support to the many companies (start-ups and/or well established), the centre mainly aims at fostering innovative research and entrepreneurial activities in the above mentioned technological and engineering based areas. Providing a suitable platform for enthusiastic entrepreneurs, the centre helps convert their inventive ideas into high quality student projects.
- The Institution has well-equipped laboratories to cater to the needs of students to nurture them towards research. The Institute has established Research and Development, (R&D) Cell for monitoring research activities. R&D Cell encourages faculty members to submit research proposals to various Governmental and non-Governmental sponsored projects. A Training and Placement Cell of the Institute with a dedicated team focus on bridging the gap between the industry and academia.
- The programs under this incubation centre are mainly divided into three categories:
 - Mentoring
 - The mentoring cell supports and encourages the students to maximize their learning potential. They are individually motivated to develop their personal skills.
 - Entrepreneurial Promotion /Awareness Programs
 - This set up introduces young budding dreamers to entrepreneurship. Enhancing their creativity, innovation and self-confidence, the endeavours they undertake are encouraged.
 - Technical Training
 - Technical training includes technology applications, products, sales, service tactics and more. These technical skills are very job-specific and are transferable unlike soft skills. As a result, students become independent and eligible for formal funding support.
 - IEEE Chapter: IEEE is the world's largest professional association dedicated to advancement of technological innovation for the benefit of humanity. IEEE and its members inspire a global community through its highly cited publications, conferences, technology standards, and professional and educational activities.
 - Creation and transfer of knowledge wealth is focused through activities like, publications of research papers, Industrial project work, innovation, consultancy and development activities
Financial assistance is given to faculties and students for research publications.

❖ Library, ICT and Physical Infrastructure / Instrumentation

- Provision of adequate infrastructural facilities for teaching and learning has always been a priority area for the Institute. The Institute abides by the norms provided by AICTE and Jawaharlal Nehru Technological University, Anantapur (JNTUA) to provide and enhance the infrastructure required to facilitate effective teaching and learning. The Institute has a total land area which is constructed with robust structures for various academic purposes.

- Classrooms
- Each class room is designed & maintained as per AICTE norms with respect to carpet area, lighting, ventilation & furniture to have a conducive ambiance.
- All the classrooms are provided with LCD projectors and campus wide Wi-Fi facility.
- Institution has Two spacious seminar halls and an auditorium with state-of-the-art facilities.
- The Imparts lecture capture solution facilitates record of every lecture delivered by the faculty which can be viewed by the students any number of times at a later time. This helps slow learners to understand the difficult concepts at their own pace. This also facilitates introduction of flipped classroom teaching where there is only learning in the class room with little teaching.
- Laboratories
- Each lab/workshop with appropriate layout is designed & maintained as per AICTE norms with respect to carpet area, lighting, ventilation & furniture to have a conducive ambiance & practical exposure.
- Laboratories are well equipped with adequate number of experimental set-ups, computers & peripherals. Qualified lab instructor/Mechanic is allotted for all the lab batches for its smooth functioning.
- Special care is taken to ensure that the students conduct all the experiments as per the University syllabus. A few experiments beyond the curriculum are also conducted.
- CBIT library holds the rich collection of more than -----text books as well as reference books in the domain of engineering, science etc. The library has subscribed to various print journals and E-resources.
- CBIT Central Library also offers various types of information services to its users through the use of group e-mails and social media for instant outreach to the end users. The Institute campus is Wi-Fi enabled and has high speed internet connectivity. The IT infrastructure is augmented frequently and is well maintained by technical staff. Adequate Human resources are appointed exclusively for maintenance and upkeep of campus infrastructure.

❖ Human Resource Management

The Institute adheres to well defined Human Resource Management policies and procedures. The Institute adopts policies for recruitment, retention and promotions based on the rules and regulations of the regulatory authorities, prevailing norms and merit amongst the available candidates for the positions. The Institute is always concerned about the quality of teaching learning and academic improvement. The Institute is always interested in grooming the human resource for adoption and enhancement in ICT based teaching learning practices and up skilling of the individuals. The Institute is supportive of welfare and well being of the individuals and adopts policies and measures for human resource development. The Institute believes in adopting various quality improvement strategies at various level. HR Manual is being prepared for the entire campus.

❖ Industry Interaction / Collaboration

OBJECTIVES:

1. To evolve industry co-created curriculum
2. To enhance industrial consultancy and testing
3. To increase the number of patents filed and incubations.
4. To increase internship and placement in domain companies

DEVELOPMENT OF ACTION PLAN

1. Interaction between Faculty and Industrial personnel
2. Internal, discussions with suppliers to meet industrial needs
3. Understanding the procedure for patenting and incubation
4. Discussion with Alumni, industry and faculty
5. Discussion between industry; Industry Interaction cell, Placement officer, faculty, alumni and students.

❖ Admission of Students

Admission process is carried out by Andhra Pradesh government Centralised Online Admission System as per policies of the Government for all the Institutes in Andhra Pradesh. The Institute level Quota Admissions are carried out by Management at Institute level as per Merit in the qualifying examination. Admissions are carried out for the registered candidates as per the merit in qualifying examinations at State and National level and their choices about the Institute given to the Online portal. The Institute is choice of Meritorious students in the vicinity as well as at State and National level.

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

❖ Planning and Development

❖ Administration

❖ Finance and Accounts

❖ Student Admission and Support

❖ Examination

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
2014 - 2015	NIL	--	--	--

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	Dates (from-to)	No. of participants (Teaching staff)	No. of participants (Non-teaching staff)
2014-2015	NIL	-	-	-	-

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	Date and Duration (from – to)
FDP	S.IZAZ AHAMED	17.12.2018 to 30.12.2018
FDP	P.SHABANA BEE	06.07.2018 to 13.07.2018
FDP	P.SHABANA BEE	10.08.2018
FDP	P.SHABANA BEE	03.02.2019
FDP	SUJATHA	06.07.2018 TO 13.07.2018

6.3.4 Faculty and Staff recruitment (no. for permanent/fulltime recruitment):

Teaching		Non-teaching	
Permanent	Fulltime	Permanent	Fulltime/temporary
25		05	

6.3.5 Welfare schemes for

Teaching	
Non teaching	
Students	

6.4 Financial Management and Resource Mobilization

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

The institute has an effective mechanism for internal & external financial audits.

1. Internal Audit

1. Principal informs all the HODs before March of every financial year to submit budget requirements for the next financial year under specified head of accounts.
2. Principal reviews the previous year budget actual expenses & requirements of all the departments in consultation with management, accounts officer and concerned HODs (if required) and prepares a consolidated college budget.
3. The consolidated budget is submitted to the Management for review and suggestions.
4. The fine-tuned budget for the next financial year is placed before the Board of Directors for discussion, and approval.
5. Principal in consultation with the management reviews the financial status periodically to ensure that the expenses are within the budget allocated and also the amount is utilized within the end of the financial year for the purpose it is allocated.

2. External Audit:

Audited financial statements include income and expenditure account, balance sheet prepared by qualified auditors and submitted to banks and other regulatory agencies. Statutory auditing is done at the end of each financial year. In case of checking entries internally on /off chance that any weaknesses found / recognized would be rectified at the same time by the concerned office staff. The report would be put together by inward reviewers and to the higher authorities if there anything is assumed after the amendments. The outside statutory examiners will visit the institution office twice in a year after overseeing Body for endorsement and also for vouching review and presenting the last review report.

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/ Grants received in Rs.		Purpose
----		----		--
6.4.2 Total corpus fund generated Rs.44,00,000				
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	Any college name	Yes	IQAC Cell
Administrative	Yes	Any company name	Yes	IQAC Cell
<p>Response: Internal Quality Assurance Cell (IQAC) plays a major role in inculcating quality culture in the Institute. One such example is the Academic Assessment Audit which is carried out by Internal Quality Assurance Cell (IQAC) in the Institute. The objectives of IQAC are to develop a system for pragmatic and consistent action to improve and sustain the academic and administrative performance of the Institution. IQAC also recommends measures for institutional functioning towards quality improvement through internalization of quality culture and institutionalization of best practices. Academic Audit is conducted by IQAC once in a semester. The IQAC committee is constituted with members drawn from all the departments. Every program is evaluated based on the set criteria as mentioned below and the points are awarded. Based on the recommendations of the IQAC, the merits & areas of improvement for each program are highlighted for further action. In addition, incentives are given away to the best performing department. IQAC considers the following criteria for the academic audit of each program.</p> <p>There are four distinct formats to evaluate and are as follows:</p> <ol style="list-style-type: none"> 1.Quality Assurance Report(QAR) I : Theory Course File 2.QAR II : Lab Course File 3.QAR III : Technical Staff File 4.QAR IV : Personal File 5.QAR V : Department file <p>IQAC ensures that faculties are fully briefed to carry out their roles appropriately. They ensure that records of each semester are kept accurately and securely and provide feedback to faculty members to implement suggestions within agreed timescales.</p>				
6.5.2 Activities and support from the Parent – Teacher Association (at least three)				
<ol style="list-style-type: none"> 1.First Year Meetings (2013 Batch) : PTA arranged a function to welcome the first year students and their parents on the day of commencement of the first year classes. A well arranged meeting was conducted after Mid –I exams. 2. Counseling for students: Department of Computer Science Engineering conducted a Counseling Session for their wards with the assistance of P.T.A. 3. Merit Evening: PTA in association with alumni Association convened a merit evening program to honor meritorious students of our college. Cash awards were distributed to the students. 				
6.5.3 Development programmes for support staff (at least three)				
<ol style="list-style-type: none"> 1.Personality Development Programme were conducted on 28.08.2018. All the teaching faculty were participated. 2. Industry interaction program were conducted on 17.03.2018 to develop the institute industry 				

interaction

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

Response:
 The institution follows Outcome Based Education strictly. Every student's individual performance is assessed and teachers are advised to prepare their teaching plans according to the standards and knowledge of the students by the committees that are formed to fulfil this academic aspect. Students are guided by both the teachers and mentors.
 Entrepreneurship Development Cell accomplishes relationship between the industry and the institution. It is aimed to interact with all the departments individually to intuit its needs to fill the gap in curriculum. It is executed through conduction of workshops addressed by prominent persons in the industry. It also includes industrial and site visits for students and faculty. Students are constantly guided by the faculty in view of understanding functional challenges through applied research or projects. Some of the students' projects are under taken as case studies in few industries.
 Training & Placement: A dedicated training & placement department has seen tremendous growth with respect to the number of effective training programs conducted and corresponding placements in leading companies.

6.5.5

- a. Submission of Data for AISHE portal : (Yes /No)
- b. Participation in NIRF : (Yes /No)
- c. ISO Certification : (Yes /No)
- d. NBA or any other quality audit : (Yes /No)

6.5.6 Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting activity	Duration (from-----to-- ----)	Number of participants

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-to)	Participants	
Women's Day Celebration	8.03.2017	Female	Male
Self Defence Workshop For Women		60	-
Rights Of Women			

7.1.2 Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:
 Percentage of power requirement of the College met by the renewable energy sources

Energy conservation – 100 KW, Area -120*120 SQ.m2, Number of Inverters (PCU) -4, solar roof top system is installed and started function.

7.1.3 Differently abled (Divyangjan) friendliness		
Items Facilities	Yes/No	No. of Beneficiaries
Physical facilities	No	NIL
Provision for lift	No	NIL
Ramp/ Rails	No	NIL
Braille Software/facilities	No	NIL
Rest Rooms	No	NIL
Scribes for examination	No	NIL
Special skill development for differently abled students	No	NIL
Any other similar facility	No	NIL

7.1.4 Inclusion and Situatedness

Enlist most important initiatives taken to address locational advantages and disadvantages during the year						
Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date and duration of the initiative	Name of the initiative	Issues addressed	Number of participating students and staff

7.1.5 Human Values and Professional Ethics

Code of conduct (handbooks) for various stakeholders		
Title	Date of Publication	Follow up (maximum 100 words each)
-	-	-

7.1.6 Activities conducted for promotion of universal Values and Ethics

Activity	Duration (from-----to-----)	Number of participants
-	-	-

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

Solid waste management We categorize the solid waste: Degradable (Dust, Leaves, twigs, Paper etc.), Non-degradable (Plastic, glass, bottles, food wrappers etc.) The institution takes all the measures that are required to ensure the campus is free of plastic items and other waste that cause damage to the environment. Dustbins are available on the campus, in all departments and in the classrooms. Emptying of the dustbins is being done on a regular basis at 9am to 10am and 4pm everyday by the cleaning team. Segregation of wastage from the dustbins is done in other strategic locations, thus keeping the campus clean and green.

The college has rainwater harvesting facility with rain water storage tanks around the building. This structure recharges the groundwater not only for the institution but also in the surrounded areas too. Drain pits are used to sink the water and recharge the groundwater table.

7.2 Best Practices

Describe at least two institutional best practices
 Response: There are many best practices in the Institute that are implemented successfully, continuously improved over the years in the last five years. The two important best practices are Career Guidance Training and

Parents Students Teachers Meeting.

Career Guidance Training:

CBIT offers career guidance on all aspects of career planning, job searching and post-graduate studies for students to help them choose the right career path based on their interests. The Institute works towards enhancing the institutional culture to better serve the needs of an ever-changing and dynamic learning community. The main objective of career guidance is to help students in following aspects.

1. Broad exploration of various career options
2. Pursuing post graduate studies
3. Promote entrepreneurship
4. Encouragement for civil services These goals are achieved through the following activities of Training and Placement Department.
 1. Career Guidance training programs are conducted for students to help them explore various career options
 2. Alumni are invited to address students and to guide them through the career options, provide industry insights and to impart knowledge on the current trends and latest technologies
 3. Students are trained on communication skills, soft skills, personality development, aptitude skills and technical skills in order to make them confident to face the challenges of the future
 4. Resource persons from industries are invited to deliver technical talks and to create awareness about the opportunities in various sectors
 5. Students are encouraged to participate in technical contests, carry out project work, undergo internships and also organize various activities to enhance their knowledge through experience
 6. Seminars highlighting the importance of higher education and best universities for admission are conducted.
 7. Awareness program on civil service is conducted to encourage students to prepare for civil service exams.

Parents Students Teachers Meeting:

1. CBIT arranged Parents – teachers meeting in every semester to maintain smooth relation between management and parent sides.
2. Intimate immediate manner student activity in class room, examination results and attendance regularity to parents this helps to improvement of student mentally in home itself.

7.3 Institutional Distinctiveness

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

Response: The distinctive performance of the Institute which is aligned with the vision is the teaching-learning process as the Institute would like to see itself a leading institution in engineering and management education as enumerated in the Vision statement.

The salient features about teaching-learning process which is considered a priority and thrust area are described below:

1. The Institute is well known in the region for best practices in teaching-learning. It prepares its own Academic Calendar well in advance before the start of the semester, considering Govt./University holidays. It includes specific dates for conduction of three theory Internal Assessments, lab , co-curricular & extra-curricular activities, student counselling, and schedule for unit-wise completion of syllabus, Students Performance Analysis meetings and Continuous Assessment Meetings
2. Subjects are allotted to the faculty members for the forthcoming semester immediately after the end of the previous semester looking into the faculty specialization, experience and workload.
3. It is ensured that the minimum contact hours for theory & laboratory as per university scheme is maintained in spite of unforeseen unscheduled holidays.
4. Faculty members who are new to teaching undergo training on pedagogical methods of teaching in addition to in-house Faculty Development Programs. Faculty members are trained to effectively to utilize the lecture duration of 50 minutes.
5. In addition to traditional teaching-learning methodologies, the Faculty members adopt group discussions, relevant videos, seminars, mini projects, case studies, PPTs, real time examples, simulations, Quizzes, depending on the course and the situation create the best learning environment for the students to make them think critically.
6. Difficult subjects are identified based on previous results for which tutorial classes are conducted. An innovative teaching-learning club is initiated in the college to facilitate to explore creative teaching-learning techniques.
7. Each class room is designed & maintained as per AICTE norms with respect to carpet area, lighting, ventilation, LCD projectors, & furniture to have a conducive ambiance. There are six seminar halls and an auditorium with state-of-the-art facilities.
8. The Imparts lecture capture solution facilitates record of every lecture delivered by the faculty which can be viewed by the students any number of times at a later time. This helps slow learners to understand the difficult concepts at their own pace. A flipped classroom concept is being introduced from the current academic year.
9. Adequate facilities are available to cater to the needs of physically challenged people in line with the recommendation of the AICTE/UGC norms.
10. An excellent library, digital library and laptop borrowing facility are made available.
11. An internet connectivity of bandwidth 50 Mbps to provide Wi-Fi facility all over the campus.
12. Career Guidance training programs are conducted for students to help them explore various career options.

8. Future Plans of action for next academic year (500 words)

- To develop real time projects satisfying societal needs and promoting quality life for every class of human beings in cost effective way.
- To create Employability of weak and slow learners.
- To Support Programme specific and Interdisciplinary Consultancy work by Faculty.
- In future to get Research grants from National and International Agencies.
- To adopt Innovative pedagogies are adopted for practicing OBE in all disciplines of Engineering.
- To create Opportunity to start up Industry relevant courses such as Internet of Things (IoT) and Mechatronics to accommodate Interdisciplinary approach.
- To Promote the students and faculty for participation in Co-Curricular and Extra-Curricular Activities at International Level.

Name _____

Name _____

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

Abbreviations:

CAS	-	Career Advancement Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution

For Communication with NAAC

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