YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	HI-TECH INSTITUTE OF TECHNOLOGY
• Name of the Head of the institution	Prof. G. S. Dhage
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	2402553496
• Mobile No:	8308935590
• Registered e-mail	principal@hitechengg.edu.in
• Alternate e-mail	iqac@hitechengg.edu.in
• Address	P-119, Bajajnagar, MIDC Walu
• City/Town	Aurangabad
• State/UT	Maharashtra
• Pin Code	431136
2.Institutional status	
• Type of Institution	Co-education
• Location	Urban
• Financial Status	Self-financing

• Name of the Affiliating University	**Dr. Babasaheb Ambedkar Technological University, Lonere, Dist. Raigad**
• Name of the IQAC Coordinator	**Prof. k.S. Jadhav**
• Phone No.	**2402553496**
• Alternate phone No.	**9545333318**
• Mobile	**9545333318**
• IQAC e-mail address	**iqac@hitechengg.edu.in**
• Alternate e-mail address	**principal@hitechengg.edu.in**
3.Website address (Web link of the AQAR (Previous Academic Year)	http://hitechengg.edu.in/aqar.html
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	http://hitechengg.edu.in/academic_calender.html

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**C**	**1.85**	**2018**	**30/11/2018**	**29/11/2023**

6.Date of Establishment of IQAC	**20/07/2018**

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

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

8.Whether composition of IQAC as per latest NAAC guidelines	**Yes**
• Upload latest notification of formation of IQAC	View File
9.No. of IQAC meetings held during the year	**1**

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

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

10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**
• If yes, mention the amount	

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

Encouraging Students for field project to understand and to gain the knowledge of new concepts.
Effective Interaction with class representatives and class coordinators of each and every department for maintaining and sustaining quality education as directed by IQAC.
Uploaded the data of AISHE
Participated in NIRF
Successfully submit the IIC data

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

Plan of Action	Achievements/Outcomes
Regular Meeting of IQAC	**Regular Meetings Conducted during Academic Year**
to promote students for innovation activities	**regular meetings of IIC**
to aware students about environment and social enhancement	**tree plantaion activities and cleaning activities are conducted**

13.Whether the AQAR was placed before statutory body?	**No**
• Name of the statutory body	

Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2020-21	04/02/2022

15.Multidisciplinary / interdisciplinary

16.Academic bank of credits (ABC):

17.Skill development:

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

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

20.Distance education/online education:

Extended Profile

1.Programme

1.1   **3**

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

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

2.Student

2.1   **109**

Number of students during the year

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

2.2   **54**

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

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

2.3   **137**

Number of outgoing/ final year students during the year

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

3.Academic

3.1   **36**

Number of full time teachers during the year

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

3.2   **36**

Number of Sanctioned posts during the year

Extended Profile	
1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	**3**

File Description	Documents
Data Template	View File

2.Student	
2.1 Number of students during the year	**109**

File Description	Documents
Data Template	View File

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**54**

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	**137**

File Description	Documents
Data Template	View File

3.Academic	
3.1 Number of full time teachers during the year	**36**

File Description	Documents
Data Template	View File

3.2 Number of Sanctioned posts during the year	36

File Description	Documents
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	11
4.2 Total expenditure excluding salary during the year (INR in lakhs)	29.54586
4.3 Total number of computers on campus for academic purposes	120

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The college regards effective delivery of curriculum as the most vital curricular aspect. The college follows the curriculum prescribed by the University through its Boards of Studies. Our faculty members have worked on the Board of Studies and their sub-committees, substantially contributed to the curriculum development.

The college ensures effective curriculum delivery through systematic and strategic transparent mechanism:

Academic calendar:

- **The college follows the Academic calendar issued by the University**
- **The Heads of Departments conducts the meetings to distribute workload, allot subjects, plan the activities of the department and to review the completed syllabus**

- The Principal monitors the effective implementation of the Calendar through formal meetings with Heads of Departments and if necessary informal discussions with faculty

Time- Table Committee:

- The college constitutes the Time Table committee.
- The Time Table is prepared by respective departments
- The syllabus link of University is also provided to the students

Teaching Plan and Teaching Diary:

- Teaching plan is prepared by every faculty member
- They record the conduct of teaching and practical in the diary
- Periodic assessment of curriculum delivery is conducted by IQAC through HODs.
- The faculty engages extra periods and practical as and when necessary and maintains their records.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

Before the commencement of the academic year, the Institution prepares and publishes 'Academic calendar' containing the relevant information regarding the teaching learning schedule (working days), various events to be organized, holidays, dates of internal examination , semester examination etc. The academic calendar is prepared so that teachers should know all the activities regarding continuous internal evaluation process.

The students' academic progress is monitored regularly by adopting the strategy of continuous internal evaluation, seminars, project work, unit test and semester examinations. The review of internal assessment is taken by the Principal regularly.

For the implementation of Internal Assessment Process, Examination committee is formed at the college level which monitor overall

internal assessment process. The examination committee, send the information to the University about the students who are appearing for the examination.

File Description	Documents
Upload relevant supporting documents	No File Uploaded
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	E. None of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	No File Uploaded
Any additional information	No File Uploaded

1.2 - Academic Flexibility

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

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

1

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

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

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

0

File Description	Documents
Any additional information	**No File Uploaded**
Brochure or any other document relating to Add on /Certificate programs	**No File Uploaded**
List of Add on /Certificate programs (Data Template)	View File

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

0

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

0

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

1.3 - Curriculum Enrichment

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

Gender Sensitization

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

Environment and Sustainability

About Environment and Sustainability related issues, the students got knowledge of Environmental studies in second year of their degree program. The institution took care to inculcate values related to environment and sustainability through various practices and programs under NSS

Gender Equity

In certain courses addressed issues related to gender sensitivity and equity. Additionally, our institute organized special programs on gender equality. As per the directives of Maharashtra State Commission for Women, Internal Complaint Cell has been constituted for Redressal of complaints about sexual harassment. The Internal Complaint Cell is involved in prevention, prohibition and redressal of the complaints regarding sexual harassment of women employee and students and conducted awareness campaign.

Human values

the institution organized programmes to inculcate human values in students and staffs.

- Blood Donation Camp is organized.
- NSS unit is very active and regularly arranged social and cultural activities in the college

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

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

3

File Description	Documents
Any additional information	**No File Uploaded**
Programme / Curriculum/ Syllabus of the courses	**No File Uploaded**
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

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

142

File Description	Documents
Any additional information	**No File Uploaded**
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**C. Any 2 of the above**

File Description	Documents
URL for stakeholder feedback report	**No File Uploaded**
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	**No File Uploaded**
Any additional information(Upload)	**No File Uploaded**

1.4.2 - Feedback process of the Institution may be classified as follows	**B. Feedback collected, analyzed and action has been taken**

File Description	Documents
Upload any additional information	**No File Uploaded**
URL for feedback report	**Nil**

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

150

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	<u>View File</u>

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

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

29

File Description	Documents
Any additional information	**No File Uploaded**
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

The students admitted in our college are coming from various economic sections and communities of the society. The college is very much aware about their overall growth and social development in the society.

Our college has a fair system for admission process. The students are admitted in our institution without considering caste, creed, and gender, and religion, social and economic status. After the completion of admission process regular classes commence as per the college time table.

After admissions college adopts a process to identify slow and advance learners among students. Advanced learners and slow learners are identified on as per their responses in the class room as well as the performance in the Unit test, internal examinations

After knowing slow and advanced learners, the teachers conduct extra lectures for weaker students. The teachers observe that whether the students easily understand the lesson. If they fail to understand the topic or teaching of a teacher, the same was having been explained again in a easy way. This is the informal way to complete the teaching-learning process and it is also convenient to both teacher and students

Advanced learners are encouraged to ask their concern freely and frequently with the teachers, in a formal way. Students are encouraged to refer advanced textbooks, journals and for their advanced studies

File Description	Documents
Link for additional Information	Nil
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
615	36

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

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

College provides an effective platform for students to develop latest skills, knowledge, attitude, values to shape their behavior in the correct manner. All departments conduct innovative programs which stimulate the creative ability of students and provide them a platform to nurture their problem-solving skills and ensure participative learning.

The students are motivated to participate in institute level events, inter college, state level as well as national level competitions.

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

Experiential Learning:

- Summer Internship -Students get hands on training while working in the company
- Add-on Courses on latest technologies with platforms like NPTEL, etc.
- Industrial Visits to engage them in experiential learning while visiting the organization.

Participatory Learning:

In this type of learning, students participate in various activities such as cultural program, seminar, group discussion, wall papers, projects, and the skill based add on courses.

Problem-solving methods:

Departments encourage students to acquire and develop problem-solving skills. For this, college organizes expert lectures on various topics, motivate students to do:

- **Regular Assignments based on problems**
- **Mini Project development**
- **Quiz Competition**
- **Presentations**
- **Participation in Inter college events**

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

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

Today, it is essential for the students to learn and master the latest technologies in order to be corporate ready. As a consequence, teachers are combining technology with traditional mode of instruction to engage students in long term learning. College uses Information and Communication Technology (ICT) in education to support, enhance, and optimize the delivery of education. The following tools are used by the Institute:

ICT Tools:

- **Projectors**
- **Desktop and Laptops- Arranged at Computer Lab, Multi Media lab and Faculty cabins all over the campus**
- **Printers- They are installed at Labs, HOD Cabins and all prominent places.**
- **Photocopier machines - Multifunction printers are available at all prominent places in the institute.**
- **Scanners- Multifunction printers are available at all**

> prominent places.
> - **Seminar Rooms- seminar hall is equipped with all digital facilities**
> - **Online Classes through Google Meet platform**
> - **Digital Library resources like DEL NET**

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

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

2.3.3.1 - Number of mentors

23

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	**No File Uploaded**
Circulars pertaining to assigning mentors to mentees	**No File Uploaded**
mentor/mentee ratio	**No File Uploaded**

2.4 - Teacher Profile and Quality

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

36

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

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

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

3

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

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

2.4.3.1 - Total experience of full-time teachers

3

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

2.5 - Evaluation Process and Reforms

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

There is a standard process of internal examination in the college. According to the academic calendar, a student has to appear in 2-unit test and one mid semester examinations. The schedule of the internal examination is decided at the beginning of the session, in the form of academic calendar. According to the academic calendar, a teacher has to take unit test which may be in the form of written test or online MCQ based test which decides.

The marks of unit test are shown in the classrooms and each student can ask about its performance. They can observe their test

copies. If there is any difference or discrepancy in their marks, it can immediately be corrected. The test copy of unit test is shown to students for their observation. . Further, the test copy of one student is allowed to interchange for observation to other student, at the time of distribution of the answer-sheet in the class rooms. The concerning subject teacher keeps the record of all internal exams.

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

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

The institute has devised an efficient mechanism to deal with examination related grievances which transparent in the pattern and rectification of grievances is time bound. The college follows strictly the guidelines and rules issued by the affiliating university while conducting internals and semester-end examinations.

At institute level the teacher distributes evaluated answer scripts to students, and any clarifications or grievances are addressed by the teacher. The internal marks are displayed on the notice board. If any discrepancy like mistakes in question paper, mark allocation, correction is noticed by the students, the concerned teacher will resolve the discrepancy, and the necessary corrections will be made. If a student is not satisfied with the marks awarded even after resolved by the teacher, then he may represent the same to the HOD concerned. All such representations are taken positively and are reassessed by another teacher if necessary. Within a time bound the Internal Assessment marks are entered in the University web portal, by student's login, students can individually view their performance in the University portal.

At university level if students have grievances related to evaluation of university answer scripts it is intimated to the subject handling faculty and head of the department if necessary, for further action.

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

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

Mechanism of Communication:

The College adopts Outcome based education rather than input oriented bell shaped curve of learning. The following mechanism is followed by the institution to communicate the learning outcomes to the teachers and students.

- **Graduate attributes are described to the first year students at the commencement of the programme.**
- **Learning Outcomes of the Programs and Courses are observed and measured periodically.**
- **Soft Copy of Curriculum and Learning Outcomes of Programmes and Courses are uploaded on the Institution website for reference as a syllabus**
- **The importance of the learning outcomes has been communicated to the teachers in Staff Meeting.**
- **The students are also communicated about the Programme outcomes, Programme Specific Outcomes and Course outcomes through Meetings or during lectures.**

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	**Nil**
Upload COs for all courses (exemplars from Glossary)	**No File Uploaded**

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

Our Institute is affiliated to Dr. Babasaheb Ambedkar Technological University, Lonere. We are offering the Undergraduate Engineering courses. For these programs and courses, the institute followed the curriculum designed by our affiliated

university. The Programme outcomes, Programme specific outcomes and course outcomes are evaluated by the institution and the same are communicated to the students in the formal way of the discussion in the classroom and departmental notice board or meeting.

After measuring attainment of POs , PSOs and COs, it has been obsereved that the strength of the students is increasing progressively. We took utmost care of measuring the level of attainment of POs, PSOs and COs and followed formal as well as informal mechanism for the measurement of attainment of the outcomes.

Subsequently, the College took care of the attainment to measure thePOs, PSOs and COs and implemented the mechanism as follows:

- The institute followed the Academic Calendar of our affiliated university.
- All the subject teachers maintained Academic Diary in every academic year.
- All the subject teachers prepared Semester-Wise evaluation Reports.
- Internal examination committee analyzed evaluation reports of results.

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

2.6.3 - Pass percentage of Students during the year

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

96

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

2.7 - Student Satisfaction Survey

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

http://hitechengg.edu.in/downloads.html

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

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

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

0

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

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

5

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

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

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

12

File Description	Documents
Any additional information	**No File Uploaded**
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

0

File Description	Documents
Any additional information	**No File Uploaded**
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

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

3.3.1

The institute promotes regular engagement of faculty, students and staff with neighborhood community for their holistic development and sustained community development through various activities. Every Year, programme are organized under which students and staff participate voluntarily in community based activities with neighborhood.

- **Every Year, programs are organized under which students and staff participate voluntarily in community based activities with neighborhood. Various awareness programs, workshops, rallies and road shows with themes like cleanliness, green environment & tree plantation, gender sensitization, traffic rule awareness, and empowerment of girls and women**
- **Continuous voluntary activities by students to maintain cleanliness in and around the Campus, create awareness about the role of clean environment in human health and contribute to the National Swachh Bharat Abhiyan**
- **Blood Donation camps have been organized.**
- **Gender Equivality awareness programs**
- **Tree Plantation**

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

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

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

0

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

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

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

3

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

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

95

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

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

5

File Description	Documents
e-copies of linkage related Document	**No File Uploaded**
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	**No File Uploaded**

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

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

5

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The college has adequate physical and academic facilities required as per Grant Commission guidelines to run the programs. The Classrooms, Laboratories and Seminar Halls are well equipped along with computing system and Internet facility. Besides the building, the college has spacious playground for sports activities. The college has cultivated an atmosphere providing the importance to Extra Curricular and support services organized by departments of National Service Scheme. The college is well-equipped with the physical and technology-enabled infrastructure that supports to run smoothly the existing academic programme and administration.

- Well-furnished classroom
- ICT enabled classrooms
- Well Equipped laboratories
- Cleanliness, light and ventilation facilities are maintained in the classroom and laboratories
- White Boards are available in the classrooms
- A well-furnished with ICT enable cabin of the Principal.
- Well ventilated Seminar Hall with ICT facilities.

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

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

College has adequate facilities for sports, games and cultural activities.Campus has a large playground with provision for outdoor games, such as, Cricket, Football, Volleyball, etc. Also college has adequate facilities for indoor games such as chase, carom, etc.

The institution conducts various cultural activities like Dance, Song, One Act Play, Essay, Debate, Recitation, Quiz, Extempore, Creative Writing, Fine Arts, Rangoli, Mehandi, Cooking .There is enough scope for staging cultural activities in this College. Equipments and accessories required for conducting all such activities like sound system with speakers are available in the College.

The multipurpose Seminar hall is available for cultural activities, Practical sessions of cultural activities such as plays, mimes, folkdance, skit etc. are performed in the multipurpose hall. A cultural committee led by a senior faculty looks after the needs and amenities of the Students. To inculcate the cultural and traditional values amongst the students the events such as traditional days, Inter College cultural Events/Competition are organized. Committee organizes a No. of activities and competitions during the academic year. Cultural events are conducted by committee at college level and prize winners are awarded Prizes on Annual Day.

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

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

10

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

10

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

0

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

4.2 - Library as a Learning Resource

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

The Hi-Tech Institute of Technology Central Library is the soul of the institution and it acquires, processes, preserves and disseminates information to the user community with the motto of empowering knowledge. College library has its own importance in higher education. It helps in widening the range of knowledge and information to teachers and students. Our college library has tried its level best to provide necessary knowledge material to all the components of the college and looked after the quantitative & qualitative growth in library facilities.

The Library and Information Centre consists a Digital Library, Reference Section, Current Awareness Services, Inter Library Loan, News Paper Section, Periodical Section, Book Bank, Reprography Facilities Circulation Section. The library has automated Book Issue and Return with barcode using Delplus software. Library activitie to provide effective and wide range of academic Digital Resources and Online Databases by DELNET. Library spreads in an area of 4554 sq ft. The library is located in a separate two storied building with mezzanine flooring situated very close to the main block. The collection of books 31173, other books 711, Journals18, 857 CD's. The collection of books includes documents covering a wide range of subjects from Mechanical, Computer and civil regarding Engineering. The library is automated, and has a spacious reading hall and reference section. The reading area can accommodate 160 users at any point of time. Total 13 Computers Available in Multimedia lab with Internet Access.

The vision of the Library to support the institution and its stakeholder by providing seamless access to the widest possible spectrum of information resources such as digital, online databases, print and non-print Knowledge Documents relevant to the curricular, informational and innovative research needs of the

academic community', means to provide Right Information to the Right Users at the Right Time and in the Right Format.

The mission is to provide access to high quality information resources in all forms to the faculty, students and staff in support of teaching, learning, scholarship and research mission of the Institute. To support the faculty for participate in interactive information to exchange within the wider library or educational community.

Library Software:

Delplus software used in library. This software is easy to work with and comprises the following modules: Acquisition, Cataloguing, Circulation, OPAC, Administration, Export/Import, Authority Control, Article Indexing, Report Generation, Stock Verification

DELNET:

DELNET has been actively engaged with the compilation of various Union Catalogues of the resources available in member-libraries. It has already created the Union Catalogue of Books, Union List of Current Journals, Union Catalogue of Journals, CD-ROM Database, Database of Indian Specialists, Database of Periodical Articles, Union List of Video Recordings, Urdu Manuscripts' Database, Database of Theses and Dissertations, sample databases of language publications using GIST technology and several other databases.

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

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

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

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

1.5357

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

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

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

26

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

4.3 - IT Infrastructure

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

There are different digital technological facilities available in the college. There are smart classrooms, smart lab and digitally equipped seminar hall available in the college. A well equipped computer lab is also functioning in the college. The students of the college are access to the computer lab. The college building

and the library are facilitated with the LAN connectivity. There is open access of Internet connectivity to all student and the staff members of the college in Multi-Media Lab. All the departments of the college are provided with computer and other related accessories. All teaching staff member use the ICT in the classrooms and laboratories, whenever needed. The different educational sites are shown to the students with the help of digital device.

Most of the official work is being done with the help of ICT. The college regularly maintains the IT facilities. Following are some basic facilities for updating:

Computer is formatted in regular basis

Anti-virus is regularly installed in computer.

LAN connectivity is available for all computer systems

CCTV is installed in every classroom

College website also maintained regularly

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

4.3.2 - Number of Computers

120

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	No File Uploaded

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

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

4.4 - Maintenance of Campus Infrastructure

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

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

29.54586

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

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

The college ensures optimal allocation and utilization of the available financial recourses for maintenance and upkeep of different facilities by holding regular meetings of various committees. Laboratory- Record of maintenance account is maintained by lab technicians and supervised by HODs of the concerned departments. The calibration, repairing and maintenance of sophisticated lab equipment are done by the technicians of related owner enterprises. Library- The requirement and list of books is taken from the concerned departments and HODs are involved in the process. The finalized list of required books is duly approved and signed by the Principal. To ensure return of books, 'no dues' from the library is mandatory for students before appearing in exam. The proper account of visitors (students and staff) on daily basis is maintained. Other issues such as weeding out of old titles, schedule of issue/ return of books etc are chalked out / resolved by the library committee. Sports: All the

maintenance regarding sports is controlled by sports in charge. In their guidance accommodates are arranged. Computers- Centralized computer laboratory established and separate funds are used to maintain computers in the college. Computer maintenance is done regularly and non-repairable systems are disposed off. Classrooms- At the departmental level, HODs submit their requirements to the Principal regarding classroom furniture and other. The college development fund is utilized for maintenance and minor repair of furniture and other electrical equipment. With the help of the four full time peons cleanliness of class rooms is maintained. They are well equipped with tools of cleaning. A complaint register is maintained in office in which faculty can register their problems which are resolved within a set time frame. Students are motivated for energy conservation by careful use of electricity in classrooms. There are technicians, carpenters deputed by management who ensure the maintenance of classrooms and related infrastructure.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

688

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

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

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

0

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

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	**B. 3 of the above**

File Description	Documents
Link to institutional website	**Nil**
Any additional information	**No File Uploaded**
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

6

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

6

File Description	Documents
Any additional information	**No File Uploaded**
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	[View File](#)

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

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

6

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	**No File Uploaded**

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

5.2.2.1 - Number of outgoing student progression to higher education

0

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

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

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

0

File Description	Documents
Upload supporting data for the same	View File
Any additional information	**No File Uploaded**

5.3 - Student Participation and Activities

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

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

0

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

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

Following student committees/clubs are operational in the college to showcase the student's representation and engagement in various administrative, co-curricular and extracurricular activities:

Class Representatives:

all classes have two students designated as class representatives. They are responsible for representing any issues related to academics/non-academics to concerned HoDs/Class teacher.

Cultural and Sports Committees:

Students have strong representations in all cultural and sports committees. They help in organization and management of events. Major events include annual sports competition and Annual cultural event.

Technical Events:

Student members are part of organizing committees for all the engineering activities at department/institute level. Some of these activities include conferences, quiz competitions, student activities etc.

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

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

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

0

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

5.4 - Alumni Engagement

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

5.4.1

Hi-Tech Institute of Technology is a college level Alumni Association. The Alumni Association provides an interface for establishing a link between the alumni, staff, and students of the institute. HIT alumni are currently working at various positions all over the globe and proving their mettle in all spheres of engineering.

Alumni Interaction:

Alumni of HIT give inputs to aspiring Engineering graduates. They are invited as resource persons at various events, guest lectures and panel discussions. They provide inputs and share their

experiences regarding skills, recent technologies & trends in corporate world, application of knowledge and corporate working culture.

Placement & Career Guidance Assistance:

Alumni are working in organizations at various capacities. They keep the faculties and the placement officer abreast about the available job opportunities. They assist and guide the students to crack the interviews. They also share their experience with the students and motivate them for their career development in various domains.

Summer Internship Opportunities:

Alumni provide innumerable opportunities in various companies to the students for internship.

Entrepreneurship Awareness:

Some of our Alumni have established startups in different sectors, many of them are first generation entrepreneurs. They decided to become entrepreneurs during their academic span at HIT. Through the journey as an entrepreneur they learnt various skills & knowledge. They enlighten the students with their success stories and challenges faced.

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

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

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

the institution

MISSION

1. **Impart industry oriented education based on practical & theoretical knowledge in science and technical subjects.**
2. **Provide platform to improve confidence, communication, leadership and managerial skills.**
3. **Provide exposure and practical experience for advanced technologies in the respective field.**
4. **Make students competent to serve society by exposing them to cultural, sports, NSS etc activities.**

VISIION

Become a university class institution by inculcating confidence in students with advanced technology of respective programmes to solve the problems of industry and society

The principal monitors the mechanism regarding administration and academic process. It also ensures proper functioning of the policies, rules and action-plans of the college.

For academic performance meetings with HoD's and faculty of various departments is done. Principal continuously monitors each room individually by CCTV installed for teaching-class, class room activities, movement of students in campus.

The perspective plans are implemented by principal with finance committee, headed by him/her self. It deals with the finance received for the various grants and amount received from other sources from overall development and maintenance of college. The financial requirements are proposed by various committees and the Principal.

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

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

The College promotes participative management. Ideas pertaining to academic goals, organizational progression and better campus life

are collected from all stakeholders to promote efficient functioning of the College. The staff and other stakeholders help in infusing a positive attitude that leads to increased efficiency, improved communication, heightened morale, motivation and job satisfaction. Believing in decentralization, the Management takes policy decisions, finance, infrastructure etc. Management discusses matters related to teaching and administrative staff and decisions are taken at these levels are implemented.

Normally all the major decisions are taken by the parent body i.e.BGPS. The Principal formally put the proposals in the meeting of the executive council which sanctioned.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

6.2.1

The college has shown tremendous growth since 2001 established. If this is to be sustained, strategies must be formulated, communicated and implemented effectively. Only then is the institution "Built to Last". Both perspective and strategic plan are available in the institution.

Strategic Plan:

- Planned to introduce job oriented courses
- Offering certificate trainings/courses through various excellence
- Introduce skill development and value oriented courses

Implementation:

- Extension activities were carried out through NSS
- Affiliated to Dr. Babasaheb Ambedkar Technological University, Lonere
- Staff Development Programmes were available to enhance the

- skill and knowledge of the teaching and non-teaching staff
  - More students from the socially deprived society were admitted with nominal fee, merit scholarship

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

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

6.2.2

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

Hi-tech Institute of Technology (HIT) has been established in 2001. It has a Governing body to monitor and achieving the vision and mission of the institution. It has an effective organizational structure which monitors and improves the institution. The organizational structure of the institution is given below

Governing Body

1. Principal
2. Administration Office

1. Principal

1. HOD
2. Admission Cell
3. Examination cell
4. Library
5. TPO

1. **HOD**

1. **Professor, Associate Professor, Asst. Professor**
2. **Lab technician/ programmer**
3. **Sports**

1. **Administrative Office**

1. **Security**
2. **Canteen**
3. **Transport**
4. **Facilities /store**
5. **Scholarship**
6. **Accounts**
7. **House keeping**

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the Institution webpage	**Nil**
Upload any additional information	**No File Uploaded**

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

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

6.3 - Faculty Empowerment Strategies

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

1. Employees Provident Fund as per PF rules:

Non-Teaching staff are given PF benefits in the college. This is done as per requirements by AICTE and keeping in view the financial safety of employees or their dependents.

2. Maternity Leave:

The women employees are extended the maternity leave as per the service rules of the institution.

3. Uniforms for class IV employees

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

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

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

0

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

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

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

0

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

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

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

5

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

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

A good performance management system works towards the improvement of the overall organisational performance of teams and individuals for ensuring the achievements of the overall organisational mission and vision. An effective performance management system

plays a crucial role in managing the organisation in an efficient manner. In line with this, the Institute is following the appraisal scheme suggested by AICTE viz. Performance Based Appraisal System (PBAS).

In this scheme, the performances are classified into three categories

1. Teaching, Learning and Evaluation related activities
2. Co-Curricular, Extension and Professional Development related activities
3. Research Publications and Academic Contributions

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

6.4 - Financial Management and Resource Mobilization

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

The institute conducts regular financial audits. The institute has a formal mechanism for internal and external audits. The accounts are regularly audited to ensure financial compliance.

Internal Audit:

The internal audit is a continuous process. The Qualified Auditors from external resources have been appointed and staff under them does a methodical verification on half yearly basis. The team verifies all payments, receipts, vouchers of the cash transactions, ledgers and cash book.

External Audit:

The external auditor/agency appointed by the college performs audit of the financial statements of the college. The financial records are audited by qualified chartered accountants at the end of each financial year. The financial records are certified i.e., income and expenditures, balance sheet and prepared notes to accounts are certified.

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

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

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

0

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

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

Institute maintains & follows well-planned process for the mobilization of funds and resource. The process involves institute as well as the Department Heads and Accounts office. Institute has designed some specific rules for the fund usage and resource utilizationMobilization of Funds, the student Tuition fee is the major source of income for the institute

Utilization of Funds

- **monitor the optimum utilization of funds for various recurring and non-recurring expenses**
- **Taking quotations from vendors for the purchase of equipment, computers, books, etc.**
- **The Principal along with the accounts department ensure that the expenditure lies within the allotted budget. The intervention of the management is sought in case the expenditure exceeds the budget**

Resource Mobilization Policy and Procedure

- Before the financial year begins, Principal and Heads of Departments prepare the college budget.
- The institutional budget includes recurring expenses such as salary, electricity and internet charges, stationary & other maintenance costs
- It includes expenses such as lab equipment purchases, furniture, and other development Expenses
- The budget is scrutinized and approved by the top management and Governing Council.
- Accounts department and Purchase department monitor whether expenses are exceeding budget provision.

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

6.5 - Internal Quality Assurance System

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

IQAC is one of the major policy making and implementing unit in college. It strives hard for upgrading the college infrastructure and all support facilities to meet the standards of higher education and growing need of students. It assesses and suggests the parameters of quality education. College attempts to chisel out the total quality person through a persistent focus on imparting quality education, through its innovative, comprehensive and flexible education policy. Its IQAC carries out activities that encompass all aspects of the Institute's functioning.

The IQAC has been performing the following tasks on a regular basis:

- Improvement in quality of teaching and research by regular inputs to all concerned based on feedback from students.
- Providing inputs for best practices in administration for efficient resource utilization and better services to students and staff
- Providing inputs for Academic and Administrative Audit and analysis of results for improvement in areas found weak.

The IQAC has immensely contributed in the implementation of quality assurance strategies and processes at all levels.The

Institute IQAC prepares, evaluates and recommends the following for approval by the relevant Institute and Govt. statutory authorities

- Submission of Data for AISHE portal , Annual Quality Assurance Report (AQAR)
- Participation in NIRF

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

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

The IQAC continuously reviews and takes steps to improve the quality of the teaching-learning process. The Academic Calendar is prepared in advance, displayed and circulated in the Institute and strictly followed. Admission to various programmes, summer, winter and mid-term vacations, examination schedule and declaration of results are notified in the Academic Calendar

All newly admitted students have to compulsorily attend the Orientation Programme, in which they are made aware of the philosophy, the uniqueness of the Education system, the teaching earning process, the system of continuous evaluation, compulsory core courses, various co curricular activities, discipline and culture of the Institute. All students are also given a guided tour of the campus and the various facilities

Students are apprised of the Time-Table, Programme structure, syllabi of the courses before the semester commences.Important announcements are made in the and attendance and conduct of classes are monitored by the Deans of faculties, HODs and faculty of various classes

The teaching-learning processes are reviewed, and improvements implemented, based on the IQAC recommendations. The major initiatives taken are following

- **Introduction of Assignments**
- **Automation of Admission Processes - Provision for online fee payment**
- **Green initiatives in Campus tree plantation, solar power plant**
- **Application for NIRF,IIC**

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

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	**C. Any 2 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	**Nil**
Upload e-copies of the accreditations and certifications	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Upload details of Quality assurance initiatives of the institution (Data Template)	<u>View File</u>

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

College observes ethical standards in all its activities. Equal opportunities are provided to all individuals irrespective of

gender, race, caste, color, creed, language, religion, political or other opinion, national or social origin, property, birth or other status. Its unique work culture, healthy traditions and ethos have led to enrolment of the employees as per the roaster.

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

Safety and Security:

- Security checkpoints are provided at all campus entries and exits.
- Strict implementation of Anti-Ragging measures and keeping the campus ragging free
- Women faculty members accompany girl students when they participate in outdoor activities or tours.

Counseling:

- Faculty counsel the students during mentoring regarding academic performance, career plans and personal issues
- Head of the Department monitors the students and counsel the students regarding their psychological issues.
- Guest lectures are arranged to address health, stress or gender sensitization issues.

I addition to this common rooms have been allocated. Additional initiatives ensure active participation of students in co-curricular activities including sports, cultural events, etc. Field Visits encourage students to work together in regular field work.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

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

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

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

7.1.3

Solid waste Management-

College has a place on its campus where the solid wastes materials are disposed. Institute follows the waste management system for better efficiency and sustainability. The institute has a well-developed waste management system implemented successfully. Liquid Waste Management- The waste water is carried out through the pipeline. In the institute Hazardous waste and E-waste are managed carefully. Also Sewage Treatment Plant is established for recycling of the waste water, which is used for gardening.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	**No File Uploaded**
Geo tagged photographs of the facilities	**Nil**
Any other relevant information	**No File Uploaded**

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling	**D. Any 1 of the above**

Maintenance of water bodies and distribution system in the campus

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

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. **Restricted entry of automobiles** 2. **Use of Bicycles/ Battery powered vehicles** 3. **Pedestrian Friendly pathways** 4. **Ban on use of Plastic** 5. **landscaping with trees and plants**	**D. Any 1 of the above**

File Description	Documents
Geo tagged photos / videos of the facilities	**No File Uploaded**
Any other relevant documents	**No File Uploaded**

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	**E. None of the above**

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

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7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	**B. Any 3 of the above**

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

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

The institution believes in equality of all cultures and traditions as is evident from the fact that students belonging to different caste, religion, regions are studying without any discrimination. Though the institution has diverse socio-cultural background and different linguistic, we do not have any intolerance towards cultural, regional, linguistic, communal socio economic and other diversities. With great fervor the national festivals, birth anniversaries and memorials of great Indian personalities.

NSS Units of our college participate in various programmes related to social issues. Various departments organize field study and tours to visit industries.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	**No File Uploaded**
Any other relevant information	**No File Uploaded**

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

7.1.9

Celebration of National Days:

Every year Institute celebrates Republic Day, Maharashtra Day and Independence day on January 26, May 01 and August 15 respectively. The celebration is attended by Students, Teaching and Non-teaching Staff, Invitees, guests and any attendees. Flag hosting with National anthem and oath of national integrity followed by distribution of sweets is the regular decorum of the programme.

Blood Donation:

Institute organizes blood donation camp regularly. The students are sensitized on the importance of the activity and are encouraged to participate in saving the life of citizens of India.

Cleanliness/Plantation drive:

Students consistently and regularly participate in the cleaning activities on the several occasions. Moreover, students are encouraged for active participation in the plantation.

Induction of the students on values, rights, duties and responsibilities:

Students are made aware about the code of ethics, human values, rights, duties and responsibilities as a citizen of India during induction as well as other programmes throughout year.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	**C. Any 2 of the above**

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

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

National festivals play an important role in planting seed of Nationalism and Patriotism among people of India. Our institution celebrates these events with great enthusiasm to commemorate the ideology of nationalism and to pay tribute to our great National Leaders.

Republic day-The institution celebrates Republic day on 26thJanuary every year, commemorating the adoption of Indian constitution and spreading the message that India is the largest democratic country in the world. This is a day to remind the

students about the constitution of the country and the need to abide by it at all times.

Independence Day-It is celebrated every year on 15th of August, parades and flag hoisting is organized and is celebrated to mark freedom of India from British rule. The institution encourages students to remember our national leaders and their sacrifices.

Gandhi Jayanti-It is celebrated every year on 2ndOctober to understand the ideology of our great leader Mahatma Gandhi wherein pledge is taken by students and staff.

International Yoga-The day is celebrated on 21st June every year. The institute organizes the yoga camp and a speech is conducted to make everyone aware on how Yoga embodies unity of mind and body;

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

7.2 - Best Practices

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

Best Practice 1: Title: Industry-Institute Interaction:Objectives:To make students aware of the contemporary work culture in organizations, through direct firsthand experience or interactions with industry personnel.Context: With the advent of globalization and opening up of the Indian economy, competition faced by Indian industries has become stiff. For having their problems solved, they look for locally available but well trained engineering graduates.

The Practice: • Organizing guest lectures and workshops with joint participation• Hiring faculty-members with prior industrial experience

Best Practice 2:Title: Development of Students from Weaker Sections:Objectives:To take students from weaker background, and

to turn them into engineers fit for the modern, globalized industry.Context:A large number of our students come from rural areas, and economically and socially backward family backgrounds. They are weak in both English and mathematics.

The Practice:• Our faculty members often come from a rural background, and take special efforts to bond with students.• Remedial courses, repetition lectures, lectures in English complemented by explanations in Marathi, etc. are a routine practice here.

Problems Encountered and Resources Required:Practically speaking, adequate time is not always available for conducting these activities. We overcome it by giving enough flexibility in the time-tables to our faculty members.

File Description	Documents
Best practices in the Institutional web site	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.3 - Institutional Distinctiveness

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

Our institute vision isTo become a University-class institution by inculcating confidence in students with knowledge of advanced technologies of respective programs, so as to solve the problems of industry and society. The location of Hi-tech Institute is in the heart of an industrial area, and away from the heart of the Aurangabad city. We enjoy certain unique advantages, arising out of our location. Our campus is physically situated right in the middle of a thriving industrial hub, viz., the Waluj MIDC Area.A very close interaction of the institute with the industry was, therefore, an easy possibility, and we have managed to exploit this opportunity to the hilt.Our Mechanical Engineering Department has created a record of consistently having more than half of their final-year student projects sponsored by industries---a feat not achieved even by the top-ranking colleges in the state. Other departments too are following the suit and remain engaged in increasing their interaction with industry. Guidance from the top echelons of industrial experts and managers is actively sought, and attempts are made to incorporate their suggestions into the syllabi-revision process at the University.

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

7.3.2 - Plan of action for the next academic year

7.3.2 - Plan of action for the next academic year

- **To Organize various short term courses, value addition Programmes, workshops, seminars from experts under various Departments.**
- **To organize Guest lectures on current Topics and Emerging Trends, so as to prepare our Students as Entrepreneurs and Professionals for the Global Market**
- **To improve academic excellence by adopting effective teaching practices.**
- **Motivate faculty and students to enhance research work.**
- **Industry-institute interaction will be strengthening by arranging industrial visits, guest lectures by industry person and internships to the students.**
- **Conducting student focused academic and skills development activities**
- **To further Strengthen the ICT**
- **To have more industry academic interface so that there is more corporate participation in academics**