SELF STUDY REPORT

FOR

1st CYCLE OF ACCREDITATION

MAR BASELIOS CHRISTIAN COLLEGE OF ENGINEERING AND TECHNOLOGY

MAR BASELIOS CHRISTIAN COLLEGE OF ENGINEERING AND
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Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Mar Baselios Christian College of Engineering & Technology (MBCCET), Peermade, Idukki, Kerala, is a **19 year old** self-financing Institution for technical education, approved by **All India Council for Technical Education** (AICTE), New Delhi. The college was affiliated to **Mahatma Gandhi University,** Kottayam,Kerala till **2014**. As per the direction from the Govt.of Kerala the afiiliation is sought from **APJ Abdul Kalam Technological University** (APJAKTU), Kerala since 2015. The College is owned and managed by the Malankara Orthodox Syrian Church founded by late His Holiness **Baselios Marthoma Mathews II**, the Catholicos of the East and Malankara Metropolitan. Presently, the President of the college is His Holiness **Baselios Marthoma Poulose II**, Catholicos of the East and Malankara Metropolitan. College is managed by a team, elected / nominated from **2.5 million members** of the Religious Public Trust (RPT) every five years.

The college is located in a remote rural area of Idukki district with hills, cliffs around and engulfed with forests and green lushes.

The College started functioning in the year **2001** with a vision to groom competent engineers equipped to address the changing needs of society and also to uplift the socially, economically and educationally backward community of the state. College has best infrastructure facilities, well equipped labs with young and dynamic faculty members. The location and the climate here dissimilate an excellent spiritual and academic environment.

The institution offers five undergraduate and two post-graduate programs in engineering.

The undergraduate programs are:

1. Civil Engineering
2. Computer Science and Engineering
3. Electrical and Electronics Engineering
4. Electronics and Communication Engineering
5. Mechanical Engineering

The post graduate programs offered are:

1. Communication Engineering
2. Computer Science and Engineering

College has an active Parent Teacher Association (PTA) and has contributed in various ways for the development. Over the years, college has advanced itself as a hub of knowledge and wisdom with around 4000 alumni placed around the globe which gives MBCCET a global outlook. College stands as unique in its kind because of the residential campus having facility for accommodating all students and staff. This makes the teaching learning and extracurricular activities more effective.

Vision

An Engineering Institute with global quality to groom competent engineers equipped to address the changing needs of society.

Mission

Our efforts are dedicated for developing a learner centric education environment to:

- Provide value-based technical learning
- Practise real world problem solving
- Foster team work in engineering design
- Inspire innovations and R&D

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- Young, Dynamic and Highly Motivated staff with good academic brilliance.
- A visionary management with extremely supporting attitude.
- Student centered classes and learning resources.
- Exquisite climate, Serene, Placid atmosphere with green lushes and sylvan surroundings congenial to academic and research.
- Residential campus with facility to accommodate 100 percentage students and staff.
- WiFi & Internet connectivity in the college and hostel with 100 MBPS, 1:1 leased line.

Institutional Weakness

- Lack of sophisticated tools for research.
- Paucity of consultancy activity in most of the departments.
- Less number of funded projects.

Institutional Opportunity

- Bridge the learning gaps of underprivileged community.
- Have more collaborations with industries and research labs.
- Become a college of potential excellence with Autonomy.
- Implementation of new academic programs / continuing education courses for the needy.
- Attract students from outside India to experience beautiful climate and eco friendly campus for education.

Institutional Challenge

- Increase the number of student enrollment from local community.
- Accumulation of funds from Govt. and Non-govt. organizations.
- Connectivity to Airports & Railway stations.
- Linkage with higher learning institutes in India and abroad.
- Have more industrial exposure to faculty members

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

MBCCET is an affiliated College under APJAKTU with peripheral role in framing the curriculum and syllabi, but concentrates mainly on the effective implementation of the curricular aspects through the following:

Curriculum Design and Development

The onus of design and development of the curriculum and syllabi for both UG and PG courses lies mainly on affiliating University and the representation from affiliated self-financing colleges in this committee is usually sparse or null.

Curricular Planning and Implementation

MBCCET implement the curriculum through effective planning. Institutional and departmental calendars in adherence with the University academic calendar describe the flow of academics, curricular, co-curricular and extra-curricular activities in a row. Specially framed **Course Diary,** Course Plan with tutorials, assignments and seminars are the primary aids for implementing effective curriculum delivery. Our faculty advisory system with Chief Faculty Advisor (CFA) & Faculty Advisors (FAs), Remedial Sessions (RS) and Group Study Sessions(GSS), course and class committees and outcome based teaching learning process are more effective for the robust curriculum implementation.

Academic Flexibility

In order to bridge the gaps in curriculum, different Certificate Courses, Technical Invited Talks (TITs) and Seminars are conducted. Affiliating University revise the curriculum in par with latest trends, along with this, Add-on and Value added courses conducted by the college make our curriculum implementation instrumental and flexible.

Curriculum Enrichment

MBCCET address many cross cutting issues through the:

- Activities of Women Cell, NSS, and Eco club.
- Courses like life skill, Design engineering and Design projects.
- Programs like Yoga, Meditation and Value added programs.

During the academics many of the students undergo field visits, internships and training. This also gives

opportunity to dive through the curriculum for better enrichment.

Feedback System

MBCCET follow a systematic procedure for receiving feedbacks through Online/Offline from the stake holders such as students, parents, alumni and staff. Proper analysis is done on the feedback to take corrective measures.

Teaching-learning and Evaluation

MBCCET serve the student community with effective teaching learning process. The main area pertains to these are:

Student Enrolment and Profile:

The admission process of the Institution is as per the rules set by Government of Kerala and affiliating University.

Catering to Student Diversity

Students' excellence is the main motto of the institution. Effective continuous evaluation process is followed based on series tests, assignments, seminars etc. Students are categorized in to **slow, medium and advanced learners for initiating special care.**

Teaching Learning Process (TLP)

MBCCET follow student centric method of teaching like experiential learning, peer-to-peer learning and practical sessions. All the classes are equipped with ICT tools, and around 95 % of the faculty are using the same. Innovative teaching methods like **brainstorming, debates, scale ups, role plays, critical pedagogy and live assignments** are also practiced. Mentoring system, RS and GSS make the TLP effective.

Teacher Profile and Quality

College owns a blend of young and experienced faculty with high technical competence. Faculty have received enormous number of appreciations for their excellence.

Evaluation Process and Reforms

College has a transparent evaluation system in tune with the guidelines of the affiliating University. MBCCET adhere to the academic calendar of affiliating University for the conduct of the examination. Students' attendance is also considered as one of the eligibility criteria to appear for the examination. Grievance Redressal Committee addresses all the examination related grievances.

Student Performance and Learning Outcome

Student performance and **learning outcomes like POs, PSOs and COs are assessed and evaluated through the attainment process**. These learning outcomes are also communicated to stake holders. Attainment calculations are done through direct and indirect methods taking inputs from series tests, assignments,

feedbacks and exit surveys. **IQAC plays a vital role in coordinating all the process.**

Course exit surveys are conducted at the end of the semester. Feedbacks are also received through class and course committee meetings and corrective measures are taken accordingly.

Research, Innovations and Extension

MBCCET encourage students and faculty to take up research and innovation challenges to address social and environmental concerns with professional competencies.

Centre for Research initiatives in Science and Engineering (C-RiSE):

C-RiSE co-ordinate all the research activities of the institution. The communication and coordination works related to research and the dissemination of scientific and technical works are mainly looked after by the **Research Advisory Committee (RAC)**. The Institution has a stated code of ethics to check malpractices and plagiarism in research. The number of papers published in **UGC notified journals** and **conference proceedings/book chapters** show the research potential of the faculty.

Centre for innovative Technology and Entrepreneurship (CiTE):

CiTE foster innovation driven entrepreneurship among the students and faculty through mentoring and training. The College has established an **Institution's Innovation Council** (IIC) as per the norms of MHRD's Innovation cell. MBCCET is also empanelled under **Pradhan Mantri Yuva Yojana** scheme by Ministry of Skill Development & Entrepreneurship. The institution consistently provides motivation, support and a platform for students to showcase their skills and knowledge in various competitive technical events. The college has conducted **54 workshops/seminars to promote Industry-Academia Innovative practices**.

Extension Programs:

MBCCET give importance to social outreach activities to help the neighborhood and to instill social responsibilities among students. The institution has an active **NSS** unit through which different extension activities are planned for each year. Our regular social service activities include **environmental protection, energy saving, waste management, gender equality, healthcare support, awareness programs, educational initiatives and livelihood opportunities**. Students and Faculty members of Institution have actively participated in many social welfare programs by the Central and State Government such as **Pradhan Mantri Gramin Awaas Yojana, Pradhan Mantri Gram Sadak Yojana, Swachh Bharat Abhiyan, Nava Kerala Mission** and **Rebuild Kerala**.

Collaborations:

To become pioneer in providing engineering education with excellence, Institution has established **linkages with industry and other professional agencies**. The College has 10 functional Memorandum of Understanding (MoU) with reputed organizations.

Infrastructure and Learning Resources

The Institution is well and fully equipped with adequate infrastructure facilities to fulfill the current and upcoming requirements. The details are:

- All classrooms and seminar halls are ICT enabled with projector, speakers and WiFi/LAN facilities.
- All Laboratories are well furnished and equipped with high configuration machines, equipment and software.
- 420 computers are provided for 817 students in different labs with a high Student Computer ratio of 2:1.
- Round the clock internet facility is provided in the campus through WiFi/LAN with 100 MBPS Optical Fiber Leased line connectivity.
- The central library is fully automated and enriched with a collection of 22,653 books in 4752 titles, 55 National Journals, 5 newspapers, e-Books, e-journals, Magazines etc.
- Digital library facility is provided to access e-resources. The library provides round the clock access of various e-resources within the campus through Wi-Fi/LAN.
- The institution provides adequate facilities for the extra-curricular activities such as sports, indoor/outdoor games, music, dance, quiz, technical events etc.for the students.
- Well-equipped Physical Fitness facility is provided in the campus for the Boys and Girls.
- Health Centre with an experience nurse is available.
- A chapel is functioning inside the campus for students and staff. Yoga and Meditation Centre is also provided to keep their mind sharp and stress free.
- Well-equipped Administrative Office, Board room, HOD's Cabins and individual cubicle of faculty are provided.
- Accommodation facility is provided for the students and staff . Four hostels, four staff quarters and two guest houses are available.
- Co-operative society, ATM, Reprographic centre, Stationery store, Canteen and Transportation facility are available in the campus.
- Five diesel generators with capacity of 2 x 160 kVA, 1x 70kVA and 2 x 15kVA ensures the uninterrupted power supply.
- Centralized Water Purification System provides filtered drinking water to the entire campus.
- A Media Center is available with recording and lecture capturing facility.
- Institution has a Data Centre to maintain the Storage Servers, Software servers, Switches and Firewalls.

Student Support and Progression

MBCCET facilitate necessary assistance to the students to acquire fruitful experiences of learning to impart overall development and gainful employment. The efforts are spread through the following:

Student Support:

Apart from the regular government scholarships, management provides freeships /scholarships worth two crore for the welfare of the students. More than 40% of the students enjoy the benefit of scholarships. In addition to this, institution permits part payment of the tuition fee. Institution is dedicated to the holistic development of students by supporting them to take part in various activities and appreciating advanced learners in the form of certificates / mementos. Remedial coaching, Career guidance and Personal Counseling are given to the needy. Soft skills and Language Lab are also provided to enhance their communication, comprehensive and aptitude skills. The institution has a mechanism to redress the issues in examination, ragging and sexual harassment.

Student Progression:

Institution concentrate on the gainful employment of the students apart from the academics. MBCCET have a well structured mechanism to support placements & higher studies. College provides support to the students for attending various competitive exams. In addition to this, service of a dedicated placement officer is provided in the placement cell named SCRIPT. Our students have excelled in GATE, GRE, IELTS, Govt. examinations etc. and become entrepreneurs. Our Students have got placements in reputed companies like TCS, WIPRO, 6D Technologies, Reliance Digital, Orion, Accenture,ibs etc.

Student Participation & Activities:

The College has an active Student Council elected in a democratic way. Many programs and competitions like sports and cultural activities are organized by the student council every year. This helps to improve their leadership and organizational skills. MBCCET students have participated in University level sports & other competitions and shown their excellence.

Alumni Engagement:

MBCCETAA, The alumni association of MBCCET, plays a vital role in the development of the college. Institution has around 4000 alumni spread over different countries. Alumni provide financial and non-financial contributions to support the Institution.

Governance, Leadership and Management

Institutional Vision and Leadership

MBCCET is owned and managed by, Malankara Orthodox Syrian Church which is a Religious Public Trust. The Director, Principal and staff are appointed by the President of the Governing Board. Principal leads and co-ordinates the academic and administrative activities.

Institution has well-defined Vision and Mission statements and all the stakeholders are working to achieve the same.

All the activities pertaining to academic and administration are decentralized. The management, Governing Board Members, Director, Principal, IQAC coordinator, HoDs, teaching and non-teaching staff, students, parents and alumni are actively participating in college activities.

Strategy Development and Deployment

A five year strategic plan is devised with the concurrence of Governing Board and various committees and bodies are constituted for planning and implementation of activities conforming to the perspective plan.

Faculty empowerment strategies

MBCCET is very keen on the comfort levels of the staff by providing effective welfare measures. The Management supports staff members for attending career development programs. The performance of each staff member is evaluated by a well-defined appraisal system.

Financial Management and Resources Mobilizations

MBCCET mobilizes the fund for its functioning from the fees collected from the students. Funds raised through PTA are utilized for the welfare activities only. The budget for each year is prepared and presented before the managing committee of the trust.

The college utilizes the fund strictly in tune with the approved budget. Internal and external financial audits are conducted every year by the firm of Chartered Accountants entrusted and all the audited statements are properly filed and maintained.

Internal Quality Assurance Cell (IQAC)

Internal Quality Assurance Cell (IQAC) of MBCCET was constituted in the year 2017. This cell under the guidance of the IQAC co-ordinator gives suggestions for improvement. IQAC has a major role for ensuring quality in all the academic and infrastructural development decisions. Department Quality Assurance cells (DQAC)/Program Advisory Committee (PAC) is also formed at department level to ensure the quality of academic activities. DQAC functions together with IQAC.

Institutional Values and Best Practices

Institutional Values & Social Responsibilities

MBCCET is conscious about gender equality and sensitivity. **Different committees like Anti Ragging, Staff Welfare, Women Cell, Internal Complaint**s etc. ensure better safety to students and staff. In addition to this college transportation facility and round the clock security assistance with CCTV surveillance are provided. **Residential campus is one of the strengths of MBCCET for robust teaching learning process**.

Environmental Consciousness and Sustainability

Institution has an **eco friendly campus** with greenery around. Institution emphasizes on environmental conscious and is visible from all its activities. In this regard efforts have been taken to

- Reduce plastic usage
- Minimum usage of papers
- Encouraging plantation drives
- Regular green and energy audits
- Robust Rainwater Harvesting facility with Check dam & Rain Water Harvesting units

Differently abled Friendliness and Inclusion & Situatedness

Taking the advantage of the location, participation of students in community services like **awareness campaign, plantation drives, waste management, flood relief works** etc.are initiated. Facilities like **entrance ramp, rest rooms and scribes** for examination are provided for the welfare of differently abled.

Human Values and Professional Ethics

MBCCET instructs code of conduct for students and staff. **Courses** like professional ethics, human values, environmental consciousness and programs like **Invited talks on human values, Yoga & Meditation** help to uphold the human and ethical values.

Best Practices

MBCCET aims to the holistic development of engineering students and the culture of inclusive learning through the best practices. As a part of Project based learning, students are encouraged to do projects/ conceptual designs from the beginning. These are converted as live projects in their final semester and are published in the approved Journals.

Remedial and Group Study sessions are conducted in college and Hostels. Peer-to-Peer learning is aimed to elevate the slow learners with the help of advanced learners. Peer-to-Peer learning helps the advanced learners to boost up confidence level and understanding.

Institutional Distinctiveness

Institution gives due importance to **Spiritual and Ethical values**. A chapel for spiritual wellbeing of the students, classes for yoga and meditation help the students to introspect on their inner self.
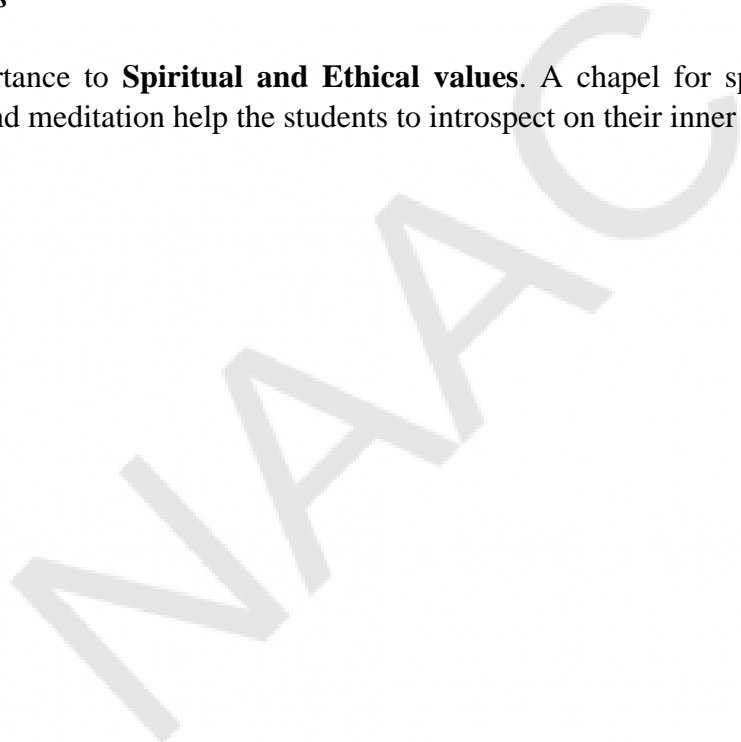
2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	MAR BASELIOS CHRISTIAN COLLEGE OF ENGINEERING AND TECHNOLOGY
Address	Mar Baselios Christian College of Engineering and Technology,Pallikunnu P O,Idukki District.
City	Peermade
State	Kerala
Pin	685531
Website	www.mbcpeermade.com

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Pradeep C	04869-233571	9605537880	04869-233573	principal@mbcpeermade.com
IQAC / CIQA coordinator	Anoop K J	04869-233572	8870271177	04869-233574	dranoopkj@mbcpeermade.com

Status of the Institution	
Institution Status	Self Financing

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minroity institution	Yes Minority Certificate.pdf
If Yes, Specify minority status	
Religious	CHRISTIAN
Linguistic	
Any Other	

Establishment Details	
Date of establishment of the college	13-07-2001

University to which the college is affiliated/ or which governs the college (if it is a constituent college)

State	University name	Document
Kerala	A.P.J. Abdul Kalam Technological University	View Document

Details of UGC recognition

Under Section	Date	View Document
2f of UGC		
12B of UGC		

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
AICTE	View Document	10-04-2019	12	

Details of autonomy	
Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	**Address**	**Location***	**Campus Area in Acres**	**Built up Area in sq.mts.**
Main campus area	Mar Baselios Christian College of Engineering and Technology,Pallikunnu P O,Idukki District.	Rural	30.5	37395

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	**Name of Programme/Course**	**Duration in Months**	**Entry Qualification**	**Medium of Instruction**	**Sanctioned Strength**	**No.of Students Admitted**
UG	BTech,Civil Engineering	48	Plus Two	English	60	47
UG	BTech,Computer Science And Engineering	48	Plus Two	English	60	46
UG	BTech,Electrical And Electronics Engineering	48	Plus Two	English	60	36
UG	BTech,Electronics And Communication Engineering	48	Plus Two	English	60	39
UG	BTech,Mechanical Engineering	48	Plus Two	English	60	48
PG	Mtech,Computer Science And Engineering	24	B.Tech Computer Science and Engineering	English	18	5
PG	Mtech,Electronics And Communication Engineering	24	B.Tech in Electronics and Communication Engineering	English	18	3

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				**Associate Professor**				**Assistant Professor**			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0				0				0
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit				0				0				0
Sanctioned by the Management/Society or Other Authorized Bodies				3				10				74
Recruited	2	1	0	3	6	4	0	10	32	42	0	74
Yet to Recruit				0				0				0

Non-Teaching Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				51
Recruited	48	3	0	51
Yet to Recruit				0

Technical Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	17	5	0	22
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	2	1	0	4	3	0	0	0	0	10
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	2	1	0	32	42	0	77

Temporary Teachers									
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers									
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	**Male**	**Female**	**Others**	**Total**
	0	0	0	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	447	7	97	0	551
	Female	210	5	35	0	250
	Others	0	0	0	0	0
PG	Male	3	0	0	0	3
	Female	13	0	0	0	13
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	2	2	1	3
	Female	3	0	1	3
	Others	0	0	0	0
ST	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
OBC	Male	27	23	34	27
	Female	12	14	8	16
	Others	0	0	0	0
General	Male	115	95	116	105
	Female	48	41	57	49
	Others	0	0	0	0
Others	Male	3	0	1	0
	Female	5	1	2	3
	Others	0	0	0	0
Total		215	176	220	206

3. Extended Profile

3.1 Program

Number of courses offered by the institution across all programs during the last five years

Response: 408

File Description	Document
Institutional Data in Prescribed Format	[View Document]

Number of programs offered year-wise for last five years

2018-19	2017-18	2016-17	2015-16	2014-15
7	7	7	7	7

3.2 Students

Number of students year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
817	938	1047	1133	1134

File Description	Document
Institutional Data in Prescribed Format	[View Document]

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
166	180	191	191	191

File Description	Document
Institutional data in prescribed format	[View Document]

Number of outgoing / final year students year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
214	279	283	328	268

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File Description	Document
Institutional Data in Prescribed Format	View Document

3.3 Teachers

Number of full time teachers year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
87	95	103	97	100

File Description	Document
Institutional Data in Prescribed Format	View Document

Number of sanctioned posts year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
74	102	104	106	107

File Description	Document
Institutional data in prescribed format	View Document

3.4 Institution

Total number of classrooms and seminar halls

Response: 29

Total Expenditure excluding salary year-wise during the last five years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
341.33	441.77	460.07	490.63	533.40

Number of computers

Response: 420

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

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

Response:

APJAKTU publish **academic calendar** before the commencement of regular academics. A detailed **academic calendar of the institution** which includes all important dates of curricular, co-curricular and extra-curricular activities is prepared and gets approved by the academic council. In line with above, all programme offering departments prepare their academic calendar showing various department level activities.

The institution has a standard **Course Diary** which comprises of Time Table, Syllabus & Course mapping, Course plan, Assignments & Tutorial details, Subject coverage, Attendance, Continuous Internal Evaluation details and Attainment. The POs and PSOs are derived from the Graduate Attributes and each faculty prepares COs of the respective subject and explain the same to the students in the first class itself. Before the commencement of the regular classes all subject faculty members prepare **Course Plan** for their courses and submit for the approval of HoD. The faculty members strictly adhere to the approved course plan. The students in a class are divided into different groups and each group is assigned to a faculty during **tutorial hours.** The faculty members conduct special classes if there is a flaw in the course delivery. **The college provides laboratory manuals for the smooth conduct of practical.** Apart from the course diary the respective faculty maintains a course file for each course which contains the complete proof to substantiate the claims in the Course Diary.

A class committee with student representatives and faculty members is constituted for all classes. The committee meets at least twice during a semester. The suggestions and decisions of the committee are forwarded to the Principal by the Chairman for further actions. Feedbacks from the students are collected periodically and necessary actions are taken to fine tune the academic process. Furthermore, a **course committee is constituted** for the courses offered in two or more classes to see that the course is being delivered uniformly.

MBCCET follows a **systematic Faculty Advisory System** which supports overall academic process such as mentoring, discipline, industrial visits, Add-on courses etc.

The student's academic progress is evaluated using various assessment tools like tests, assignments and tutorials. The institution follows Revised Blooms Taxonomy (RBT) for the evaluation.The results are reported to the parents through PTA meetings and personal messages. **Remedial Sessions and Group Study Sessions are conducted for the slow learners**. The institution undergoes **internal and external academic audits** in every semester conducted by IQAC and University respectively to ensure the efficacy of the entire academic process.

In addition to the prescribed curriculum, the college has following strategized ways and means to strengthen the teaching-learning process:

- Well established library facilities.
- Usage of ICT tools.
- Outcome based teaching learning.
- Technical events like TITs, Conferences, VAP and Project Expo to bridge the curriculum gaps.
- Encouraging students and faculty to complete MOOCs like NPTEL, Course Era. etc.
- Industrial Visit & Internships as better learning practices.
- FDP for capacity building effective teaching.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

1.1.2 Number of certificate/diploma program introduced during the last five years

Response: 44

1.1.2.1 **Number of certificate/diploma programs introduced year-wise during the last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
12	5	24	2	1

File Description	Document
Minutes of relevant Academic Council/BOS meetings	View Document
Details of the certificate/Diploma programs	View Document

1.1.3 Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years

Response: 0

1.1.3.1 Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Details of participation of teachers in various bodies	View Document

1.2 Academic Flexibility

1.2.1 Percentage of new Courses introduced out of the total number of courses across all Programs offered during last five years

Response: 79.66

1.2.1.1 How many new courses are introduced within the last five years

Response: 325

File Description	Document
Details of the new courses introduced	View Document
Any additional information	View Document

1.2.2 Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented

Response: 100

1.2.2.1 Number of programmes in which CBCS/ Elective course system implemented.

Response: 7

File Description	Document
Name of the programs in which CBCS is implemented	View Document
Any additional information	View Document

1.2.3 Average percentage of students enrolled in subject related Certificate/ Diploma programs/Add-on programs as against the total number of students during the last five years

Response: 44.26

1.2.3.1 Number of students enrolled in subject related Certificate or Diploma or Add-on programs year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
599	308	1040	157	22

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

1.3 Curriculum Enrichment

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

Response:

MBCCET is dedicated to foster a healthy environment for the students. It appears that the curriculum designed by the affiliating University does include many of the subjects which address the aforesaid cross cutting issues. As an affiliated College, the MBCCET doesn't have much space in the framing of the curriculum and syllabus. The institution takes initiative to conduct various programs under different cells & committees to address these issues. For example, there is hardly any course in the curriculum which upholds the necessity of gender equality.

Women Cell Activities:

In MBCCET under the banner of Women Cell various programs such as seminars, invited talks etc. are conducted for students and staff which ultimately focus the importance of gender equality.

Academic Activities /Courses:

For Seminars, Design Projects and Final year projects in curriculum, as far as possible student groups are formed giving potential to **gender equality**. Few of the courses in curriculum to address environmental sustainability issues are:

- **Sustainable Energy Process**
- **Environment, Health and Safety**
- **Environmental Engineering I & II**
- **Air Quality Management**
- **Municipal Solid Waste Management**
- **Responsible Engineering**
- **Environment Impact Assessment**

The above courses in one way or the other help to address the cross cutting issues of environmental sustainability giving potential to the role of engineer in society.

Following courses in the curriculum upholds the human values, professional ethics and awareness on social/interpersonal skills help students to cope up with the demands of everyday life giving importance to human values and empathy.

- **Design Engineering**
- **Principles of Management**
- **Business Economics**
- **Responsible Engineering**

Yoga and Meditation:

Yoga and Meditation classes are also conducted in the Institution to **inculcate values, to manage stress, impart empathy and to increase emotional quotient**, thus to become a good human being in the society.

Involvement of NSS Unit:

Institution also has a vibrant NSS unit which volunteers many issues of high importance for environmental sustainability like, **Plastic waste eradication awareness program**, **Solid waste disposal, E waste and its hazards, Plantation drives** etc.

Induction Program for First Years:

The sessions are conducted by the experts on topics like **Human Values, Cyber Threats Awareness**, **Sensitization on Ragging** and **Anti Narcotic Attentiveness. ACM Chapter, IEEE- Power and Energy Society (PES)** also have **conducted programs** on subjects which address these cross cutting issues.

Green Initiatives:

MBCCET's commitment on green environment is substantiated by the activities of the **Eco Club which conducts green audit involving students and staff**. With these initiatives, most of the cross cutting issues are addressed through the courses in the curriculum or conducting programs outside the curriculum.

File Description	Document
Any Additional Information	[View Document](#)
Link for Additional Information	[View Document](#)

1.3.2 Number of value added courses imparting transferable and life skills offered during the last five years

Response: 14

1.3.2.1 Number of value-added courses imparting transferable and life skills offered during the last five years

Response: 14

File Description	Document
Details of the value-added courses imparting transferable and life skills	[View Document](#)
Brochure or any other document relating to value added courses.	[View Document](#)
Any additional information	[View Document](#)

1.3.3 Percentage of students undertaking field projects / internships

Response: 72.46

1.3.3.1 Number of students undertaking field projects or internships

Response: 592

File Description	Document
List of students enrolled	[View Document](#)
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)

1.4 Feedback System

1.4.1 Structured feedback received from 1) Students, 2)Teachers, 3)Employers, 4)Alumni and 5)Parents for design and review of syllabus-Semester wise/ year-wise
A.Any 4 of the above

B.Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: A.Any 4 of the above

File Description	Document
Any additional information	[View Document](#)
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	[View Document](#)
URL for stakeholder feedback report	[View Document](#)

1.4.2 Feedback processes of the institution may be classified as follows:
A. Feedback collected, analysed and action taken and feedback available on website

B. Feedback collected, analysed and action has been taken

C. Feedback collected and analysed

D. Feedback collected

Response: A. Feedback collected, analysed and action taken and feedback available on website

File Description	Document
Any additional information	View Document
URL for feedback report	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average percentage of students from other States and Countries during the last five years

Response: 0.93

2.1.1.1 Number of students from other states and countries year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
5	9	13	9	12

File Description	Document
List of students (other states and countries)	[View Document](#)
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)

2.1.2 Average Enrollment percentage (Average of last five years)

Response: 65.62

2.1.2.1 Number of students admitted year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
224	198	274	281	266

2.1.2.2 Number of sanctioned seats year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
336	366	396	396	396

File Description	Document
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)

2.1.3 Average percentage of seats filled against seats reserved for various categories as per applicable reservation policy during the last five years

Response: 11.37

2.1.3.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
17	16	27	29	16

File Description	Document
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)

2.2 Catering to Student Diversity

2.2.1 The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners

Response:

As MBCCET is located in the rural area, we have a blend of slow and advanced learners. The Institution always gives special care for improving the performance efficiency of slow learners. In the case of advanced learners, proper guidance is provided by the faculty members to achieve higher levels of learning experience and better leadership skills.

Every year, for the freshers, the institution organizes an induction program before the beginning of regular classes. Both the students and parents will attend the program. This program will help the students and parents to get acquainted with institution rules and regulations, University regulations, curricular and extra-curricular activities, techno-cultural activities, facilities such as the library, laboratories, central computing facility, physical education facilities and hostels.

Chief Faculty Advisor/Faculty Advisors (CFA/FA) identify the slow learners, medium learners and advanced learners in every batch by considering the performance in Module Tests, Internal Exams, University Examination and Assignments. Course faculty set bench mark and students falling under this level is considered as slow learners.

For enhancing the performance of **slow learners**, **Remedial Session and Group Study Sessions are conducted** not only in college but also in hostel as well. In these sessions slow learners are supported for solving previous year question papers and are encouraged to do more tutorial problems. **Remedial tests** are conducted for assessing the improvement level of **slow learners** at the end of the special coaching.

Since more than 70% students are residing in hostels, with the support of faculty, resident tutors and advanced learners, Peer-to- Peer sessions are conducted in class rooms and in hostel study hall from 8 PM to 10.00 PM.

Advanced learners are encouraged to attend knowledge developing events such as **NPTEL courses, Webinars, National level workshops, Technical competitions, National/International conferences etc. Special coaching classes for GATE** are provided for advanced learners aspiring for post graduate studies in Engineering. Advanced learners are also encouraged to **conduct workshops and talks for interdisciplinary programmes**. **Aptitude training programmes** are provided for these advanced learners every week, which enable them to get through recruitment process. Special placement training classes and language lab classes are provided for both advanced and slow learners to improve their performance in placement drives. **Technical Invited Talks** (TIT) by **Industrial experts and alumni** are conducted for slow, medium and advanced learners in order to bridge the gap between the academia and the industry. **Advanced learners are motivated to become the members of various professional bodies**, which helps them to join various networks with eminent personalities and experts in the field.

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

2.2.2 Student - Full time teacher ratio

Response: 9.39

2.2.3 Percentage of differently abled students (Divyangjan) on rolls

Response: 0

2.2.3.1 Number of differently abled students on rolls

File Description	Document
Institutional data in prescribed format	[View Document](#)
Any other document submitted by the Institution to a Government agency giving this information	[View Document](#)

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

Response:

Being an affiliated college, involvement of MBCCET in the design of curriculum and syllabus is minimal

or null. However, college takes maximum efforts to foster the students to be most responsible citizens of our nation.

Teaching Learning Methods

Teaching learning methods adopted by the faculty members include, **lecture modes, interactive modes, project based learning, computer assisted learning, experiential learning, tutorial sessions** and more**.** The teaching learning activities are made effective through **illustration and special lectures**. Other than class room lectures, **Industrial Visits, Field Projects and Practical sessions** are facilitated in MBCCET to deepen their knowledge on the subjects and current practices. In teaching learning process, for effective delivery, along with intensive **ICT tools, Group Discussions, Debates and Brainstorming** sessions are conducted. This helps to enhance students' **interpersonal communication and presentation skills.** The pedagogical methods like **Peer-to-Peer learning, model makings, scale ups, critical pedagogy and role plays** are also conducted not only to facilitate better understanding of the subjects but also to bring out the analytical skills and lateral thinking.

Project Based Learning

MBCCET emphasizes on project based learning. **CiTE is a platform for grooming the innovative skills of the students**. Every year project idea competitions named **'CREATIVE SPARK'** are conducted under the banner of CiTE. The best innovations are provided with awards.This program helps the students to demonstrate innovative ideas which can be converted as live projects.

In design project sessions, **students are divided in to heterogeneous groups that comprises of slow, medium and advanced learners.** Projects with novel ideas are financially supported after reviewed by the experts. In higher semesters, students have to undergo various phases of project. MBCCET encourages students to take up their projects with **innovative design ideas which address many societal issues.**

Laboratory sessions

This helps to concrete the theoretical knowledge and the college motivates the advanced learners to support the slow learners in **Peer-to Peer learning.**

Participation in Technical Events

Institution encourages students to participate in various technical events so that they can showcase their innovative ideas. More than 100 students from different departments attended various technical events and demonstrated their ideas which were appreciated and **bagged prizes / funds from Kerala State Council for Science, Technology and Environment (KSCSTE).**

Language labs

Software based communication skill trainings are provided to students during Language lab sessions. This helps to acquire proficiency in listening, speaking, reading and writing.

Summer Internships

These are considered as an important career stepping stone at MBCCET and helps the students to

understand the real world problems.

To inculcate the values and to address the various societal issues, awareness programs, plantation drives and many more are initiated. Students are given opportunities to associate with NSS units of MBCCET subsequently.

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

2.3.2 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.

Response: 97.7

2.3.2.1 Number of teachers using ICT

Response: 85

File Description	Document
List of teachers (using ICT for teaching)	[View Document](#)
Any additional information	[View Document](#)
Provide link for webpage describing the " LMS/ Academic management system"	[View Document](#)

2.3.3 Ratio of students to mentor for academic and stress related issues

Response: 13.85

2.3.3.1 Number of mentors

Response: 59

File Description	Document
Any additional information	[View Document](#)

2.3.4 Innovation and creativity in teaching-learning

Response:

A pedagogy in harmony with the latest appealing trends and also retaining the robust part of the conventional teaching- learning is the ideal method for the institution. To this end, MBCCET focuses on

Creativity and Innovations in the academics to ensure the transfer of knowledge more realistic and effective.

Important measures implemented are

ICT Tools: Extensive use of class rooms with LCD projector / Virtual classes and other ICT plugins like **Google Classroom** are ensured in the delivery of the curriculum.

Student Course Register & Course Diary: Students are instructed to keep a Course Register. They are instructed to note down their understanding and take away after each class. This will help to imprint the concepts in their minds. All teachers maintain a course dairy which contain **the complete details of the subject** for effective course delivery.

Simulation Tools: During the practical sessions faculty encourages the usage of simulation videos / tools to understand the know- how in a better way. Furthermore, the excellent internet connectivity provided by the institution helps them to expand their knowledge and skills.

Charts / Models: These are used by the faculty extensively to explain the concepts in both theoretical and practical sessions. Students are encouraged to make the models and miniatures giving potential to the basic concepts of the subject.

Audio and Visual Tools are used in the class rooms to supplement the text books during the sessions, examples: **models, film strips, movies, pictures, brain mappings, info graphs and so on.**

Real-World Learning : Learning through real world situations will help to imprint the concepts and will have better understanding. In this context the **industrial visits, site visits and implant training**s are conducted.

Professional Bodies are active in MBCCET with student chapters of IEEE, IE(I), ICI, ASME, IETE, ISTE and ACM.Technical programs of these professional bodies are conducted on regular basis and through these, students get exposed to wider avenues of their branch.

Live Assignments are given to students to solve problems with the aid of Library/E- Books.

Involving the students in **consultancy projects** helps them to well acquaint with the practical problems. Consultancy cells ensure the active involvement of the students to complete the consultancy works thus pave opportunity for them to strengthen their knowledge.

Value Added Programs / **courses**, **Technical Invited Talks, Seminars and Brain Storming Sessions** are conducted in all departments. This mainly helps to link academia and industry.

Peer-to-Peer Learning is one of the successful methods of teaching- learning process in MBCCET. With the help of staff and advanced learners, Peer-to-Peer learning is implemented effectively not only in class rooms but also in hostels.

Apart from above, innovative teaching learning methods like **Flipped Class, Case Studies, Instant Summary Writing, Role Play, Flickers, Quiz** and **Critical Pedagogy** are also conducted for the effective teaching-learning process.

File Description	Document
Any additional information	[View Document](#)

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Response: 98.94

File Description	Document
Year wise full time teachers and sanctioned posts for 5 years	[View Document](#)
List of the faculty members authenticated by the Head of HEI	[View Document](#)

2.4.2 Average percentage of full time teachers with Ph.D. during the last five years

Response: 4.55

2.4.2.1 Number of full time teachers with Ph.D. year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
10	5	3	2	1

File Description	Document
List of number of full time teachers with PhD and number of full time teachers for 5 years	[View Document](#)
Any additional information	[View Document](#)

2.4.3 Teaching experience per full time teacher in number of years

Response: 7.07

2.4.3.1 Total experience of full-time teachers

Response: 615

File Description	Document
Any additional information	[View Document](#)

2.4.4 Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years

Response: 9.34

2.4.4.1 Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
3	4	0	1	1

File Description	Document
Institutional data in prescribed format	[View Document]

2.4.5 Average percentage of full time teachers from other States against sanctioned posts during the last five years

Response: 44.05

2.4.5.1 Number of full time teachers from other states year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
41	37	40	43	53

File Description	Document
List of full time teachers from other state and state from which qualifying degree was obtained	[View Document]
Any additional information	[View Document]

2.5 Evaluation Process and Reforms

2.5.1 Reforms in Continuous Internal Evaluation(CIE) system at the institutional level

Response:

MBCCET follows the evaluation reforms of the affiliating University and also initiates its own which is in strict compliance with the University guidelines. **Outcome Based Education** has already been initiated in the college, close monitoring is done and the curriculum gaps are identified and filled with **Add- on**

courses, VAP, TITs, Field Visits, Internships etc.

Evaluation Process:

Theory Subjects:

MBCCET conducts **Two series tests** for theory subjects which is of 40 marks each with 90 minutes duration. In addition to this, **module tests** are also conducted. If a student misses any of the series examinations due to valid reasons then they are eligible to write the retest**.** A **Question Paper Scrutiny Committee (QPSC)** is constituted in every department with HoD as chairman and minimum two senior faculty as members. All faculty have to **submit two question papers** in tune with AICTE examination reforms. QPSC verifies the question papers and approves it. UG Internal marks are finalized based on the following schemes:

Series examination -1   : 20 Marks

Series Examination -2   : 20 Marks

Assignment   : 10 Marks

Total   : 50 Marks.

Maximum marks for the end semester examination is 100.

Assignments are also given additionally and are normalized to 10 marks for final assessment. Students are divided in to minimum of three groups and for each group different assignments are given.

Laboratory Classes:

For most of the laboratory sessions, the students work in groups and monitored by faculty. Cycle of experiments and manuals are given in advance. The performances of the students are monitored through the way they demonstrate, viva voce, records etc.

The scheme of evaluation is:

Internal Assessment   : 70   Marks

Final practical exam   : 30   Marks

Total   : 100 Marks

Seminar / Projects:

Strict evaluation of the project and seminar is also conducted adhering to the affiliating University norms. **A panel of evaluators is constituted by HoD and this panel assesses the performance.**

In addition to the above methods devised by University, various methods like, seminars, quiz programs, mini projects etc. are adopted by the institution.

Communication Process:

The internal marks are published and displayed in departments and the grievances if any, are addressed by the department team. Eligibility criteria are followed as per affiliating University norms.

All the data collected are stored in digital format for recovery / future reference. The end semester answer scripts are evaluated in the valuation camps constituted by the University.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

2.5.2 Mechanism of internal assessment is transparent and robust in terms of frequency and variety

Response:

MBCCET follows a transparent and robust internal assessment process which is in line with the affiliating University regulations. **All students registered for the courseare evaluated through continuous assessment process which includes series tests, module tests, seminar, project works and attendance.**

The internal examination dates are frozen in the beginning of the semester during academic council meeting and is made visible in the college academic calendar. The evaluation process bears such a transparency that the answer scripts are returned to the students for their verification and the students can easily approach the course faculty for clarification, if any, based on the scheme. Different committees involved in the whole process are **Internal examination committee** which deals with the complete conduct of the examination. **Department question paper scrutiny committee** constituted in the departments with HoD and senior faculty to ensure the quality of the question paper as per **Revised Blooms Taxonomy and AICTE Examination Reforms.**

MBCCET conducts **two series tests of 40 marks each** which are later normalized to 20 marks for the final evaluation. **A minimum of two assignments** are given for each course and then normalized to 10 marks for the internal evaluation. **The marks allotted for the Internal assessment for most of the courses is 50 (**Series test 1 and 2 comprises 20 marks each, Assignments 10 marks) and **100 marks for the end semester University examination**. For few subjects like engineering graphics, life skill etc., the internal mark is 100 and University examination mark is 50. Internal marks for these subjects are finalized through series tests (40 marks each for Series-1 and Series-2) and Assignments (20 marks). **If a student fails to attend any of the series tests due to genuine reasons, then the student can appear for the retest. University prescribes a minimum of 45 % in internal assessment and 75% attendance to be eligible for appearing the end semester examination.** A student who is running short of minimum attendance and having valid medical reasons can approach the Principal with solid proof for applying for condonation.

The entire evaluation process is informed to the students in the first class itself by the Chief Faculty Advisor and also informed in the orientation meetings, class committee meetings etc. The internal marks are displayed in department notice boards and communicated to the students. Grievances, if any, are

addressed by the department committee. **Internal marks for the practical classes are 100 which include 70 marks for Continuous Evaluation, Viva and Records and 30 marks based on final test conducted at the end.**

Once the internal marks are finalized and approved by internal finalization committee, **it is uploaded in the affiliating University portal.** Further, the verification is carried out in the **internal KTU exam cell by a group of senior faculty members under the supervision of the Principal. Finally it is submitted to the University after the approval of the Principal.**

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

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

Response:

The grievances broadly come under:

Grievances Related to Institution Level Examination

The students are communicated about series test dates through institution academic calendar at the starting of the semester, different meetings and displaying in notice boards. The answer papers are corrected and distributed to the students within stipulated time from the conduct of the tests. The grievances raised in the series tests are addressed by the concerned department. Those students who are not able to write the series examinations due to valid reasons are allowed to attend the retest as per affiliating University norms.

The attendance progress is informed to the students periodically by CFA and concerned course faculty. Midterm internals are published after the series 1 examination. **Grievances any regarding shortage of attendance / internals can be raised and is addressed by the grievance redressal cell. Finally Condonation is awarded by the Principal if found genuine.**

To maintain the secrecy, each course faculty submits two sets of question papers for the series tests. The question paper scrutiny committee, constituted in the department with HoD as chairman, scrutinizes the question papers. HoD finalizes one question paper and send to the examination cell.

Grievances Related to University Level Examination

Redressal Mechanism for Grievances Before Exam

For grievances like issuance of duplicate hall ticket and correction in name, the students can approach the Principal through the CFA and HoD. Subsequently, Principal forwards the applications to the Examination Cell. After verification, necessary corrections are done immediately and the new document is issued to the

student.

Redressal Mechanism for Grievances During Exam

Any discrepancies/doubts in the question paper reported by the student is cleared by the examination cell incharge immediately in consultation with the University. Affiliating University appoints 'Observer' for the smooth conduct of the examination. Untoward incidents, if any, are reported to the Principal through examination cell. The Disciplinary Action Committee of the college conducts a detailed enquiry and submit the report to the University through Principal.

Redressal Mechanism for Grievances After Exam

Any complaints regarding question papers are addressed by the expert faculty to the University authorities through Principal for necessary remedial measures. After publishing the results, students can request for scrutiny of answer scripts and revaluation as per the rules. The grievances, if any, after scrutiny/revaluation can be raised and are addressed by the University then and there.

To ensure that the entire system is transparent, time bound and efficient, the examination cell is well equipped with adequate and competent manpower with a student-centric mind set, IT resources along with the necessary, security and surveillance systems.

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

2.5.4 The institution adheres to the academic calendar for the conduct of CIE

Response:

Academic year starts as prescribed by APJ Abdul Kalam Technological University. The University publishes in advance, **the academic calendar** containing plans for curricular and co-curricular activities based on the available working/teaching days as per norms. MBCCET prepares the academic calendar for the institution in line with University academic calendar showing all **academic activities like series tests, module tests, internal marks finalization dates,** extracurricular & co-curricular activities. **Institution academic calendar is prepared in consensus with Academic Council and finally approved by the Principal**. Each department prepares the **departmental calendar showing all department activities** like Technical Invited Talks, Industrial visits, Conferences and other departmental events. The department and Institution academic calendars are made available to the students well in advance for reference.

Course diary in specific format is given to each course faculty that contains Course syllabus, CO-PO mappings, Course Plan details, Course delivery details, Assignment / tutorial, Attendance details, course coverage and attainment calculations. Each course faculty prepares a detailed **course plan** and enters into the course diary which is approved by HoD. The course plan comprises of content, teaching aid, methodology and course outcomes. Monitoring the implementation of course plan is done by HoDs and

corrective actions are suggested wherever required. HoD verifies the course diary at regular intervals. **Faculty ensures the adherence of the course delivery as per the course plan, if any lagging happens that can be compensated with special classes**. A complete course plan along with cycle of experiments is prepared for the practical classes and the faculty adheres to the plan.

The series examinations and module tests are conducted on the specified dates as planned in the academic calendar. The detailed course plan ensures to complete the portions on time. Evaluation of answer scripts, publishing of internal marks and attendance details are done as per the regulations. Internal marks of theory and practicals are finalized as per affiliating university norms and published just before the semester ends after conducting internal marks finalization committee meeting. Grievances can be raised by the students and are addressed by the grievances redressal committee. Each course faculty enters finalized internal marks to the affiliating University portal verified by CFA and HoD. Further, the verification is carried out by KTU examination cell consisting of senior faculty and with the final approval of the Principal and submitted to University.

Institution takes utmost care to stick on to the academic calendar. If any academic days are missed that is compensated by working on Saturdays.Thus adherence of the academic calendar is ensured in the academic process.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

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 on website and communicated to teachers and students

Response:

Program Outcomes (POs) represents the knowledge, skills and attitudes the students should gain at the end of a program. These are set by Regulatory Authorities in line with Graduate Attributes.

Program Specific Outcomes (PSOs) are statements that describe what the graduates of a specific engineering program should be able to do. PSOs are formulated by the respective DQAC/PAC which has representation from all the stake holders such as Alumni, Parents, Industry experts, Faculty, Students etc. Committee receives suggestions/feedbacks from the stake holders and finalizes the PSO. If required, the PSOs are liable to change or modified as the case may be in future, having held committee meeting.

Course Outcomes (COs) gives the resultant knowledge and skills the student acquires at the end of each course. It defines the cognitive processes a course provides. COs are framed by the faculty experts for each course. The course outcomes and their mapping with POs and PSOs are elaborately discussed and derived by the course committee members.Similar manner COs are prepared for the laboratory classes too.

Once a student completes all the courses in a program, it is expected that all the POs and PSOs are attained to a minimum level.

MBCCET provides a **Course Diary** for each course which contains all information about academics. The mapping matrix showing COs mapped with POs and PSOs indicating the levels is prepared by the faculty and entered in the said course diary.

MBCCET has clearly stated POs, PSOs and COs and it has been communicated to students, faculty and stake holders through:

- The college official website.
- Hard copy of syllabi and learning outcomes in the departments for easy reference.
- Wall boards in departments.
- Emails and Google Class rooms.
- IQAC meetings in which IQAC takes initiative to communicate the importance of learning outcomes.
- The Chief Faculty Advisors/Faculty Advisors of the class. They inform the students about the Learning Outcomes in the first class itself and the same is also discussed in the class committee/course committee meetings.
- Induction programme, POs along with Vision & Mission of the Institution, departments are also communicated to the students.
- Notice boards in the Class and Laboratories.

File Description	Document
COs for all courses (exemplars from Glossary)	[View Document](#)
Link for Additional Information	[View Document](#)

2.6.2 Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution

Response:

POs of the programs are derived from the Graduate Attributes which consist of well-defined twelve POs. COs and PSOs are formulated by the DQAC/PAC. After conducting meeting with stakeholders, these learning outcomes are finalized. Every course has a specific set of outcomes. At the beginning of the every semester the course faculty clearly explains the Course objectives, Course outcomes, POs, PSOs, evaluation schemes etc. to the students.

The assessment methods and tools used for the attainment of POs, PSOs and COs are explained below.

COs Assessment: The assessments are mainly categorized in to **two, Direct Assessment and Indirect Assessment.**

In the Direct Assessments the performance of the students is evaluated through **internal assessment** which include Internal tests, assignments/tutorials, seminars, projects, attendance, lab assignments etc. and **external assessment** methods which include end semester University examination. CO-PO mapping is done indicating its level (Strong, Medium & Poor) initially.

The internal evaluation data sheet is prepared for each internal test with marks obtained for the student per question and the COs associated with that question. Having given desired weightage for internal examination and Assignment/Tutorial by the DQAC /PAC, normalized marks for each CO is calculated. **The attainment level is decided after setting a bench mark and target levels**. **Assuming equal weightage for each CO, University examination attainment level is also calculated** after setting a target level. Having conducted a course **exit survey**, the final CO attainment is calculated giving different weightage for Internal assessment (60%), University exams (20%) and Exit survey (20%).

POs & PSOs Assessment: This is also done by **Direct and Indirect assessments**. In Direct method which is a reflection of students' performance in their internal /external evaluation. Using the already mapped CO-PO matrix and the CO attainments figures, average PO attainment is calculated first. These methods provide a sampling of what students know and provide strong evidence of student learning level. Finally, considering the indirect assessment data (ie., feedbacks of Student, Alumni, Parent, Employer and programme exit survey) and the weighted sum of Direct and Indirect assessment is calculated and POs/PSOs attainment level is determined. Normally , a weightage of **80% to direct assessment and 20% for indirect assessment** is fixed by the college IQAC.

The evaluated figures are the measuring tools to assess the attainment levels. Institution initiate development plans based on the attainment levels.

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

2.6.3 Average pass percentage of Students

Response: 38.5

2.6.3.1 Total number of final year students who passed the examination conducted by Institution.

Response: 82

2.6.3.2 Total number of final year students who appeared for the examination conducted by the institution
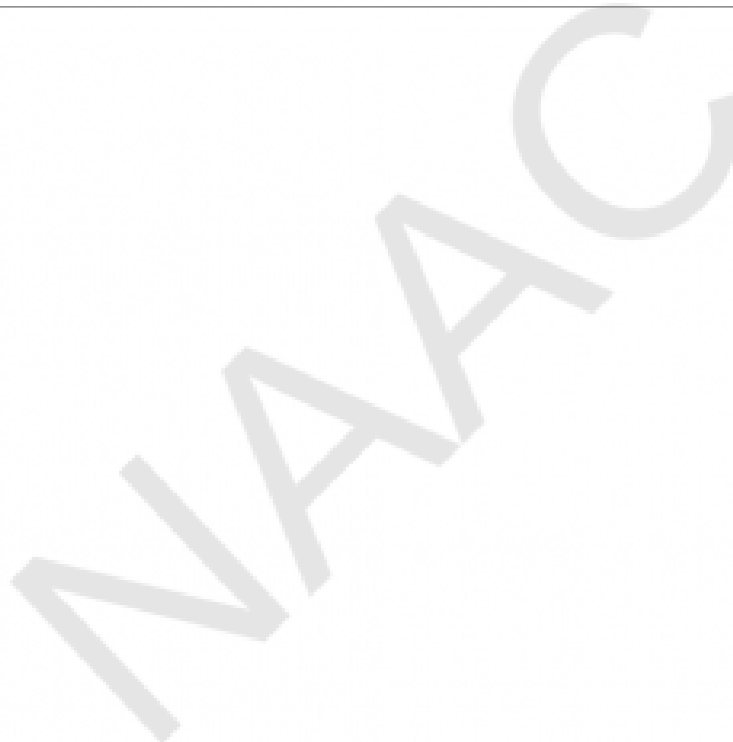
Response: 213

File Description	Document
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response: 3.48

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1 Grants for research projects sponsored by government/non government sources such as industry ,corporate houses, international bodies, endowment, chairs in the institution during the last five years (INR in Lakhs)

Response: 0.48

3.1.1.1 Total Grants for research projects sponsored by the non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year-wise during the last five years(INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
0.05	0.18	0	0.25	0

File Description	Document
List of project and grant details	[View Document](#)
e-copies of the grant award letters for research projects sponsored by non-government	[View Document](#)

3.1.2 Percentage of teachers recognised as research guides at present

Response: 3.45

3.1.2.1 Number of teachers recognised as research guides

Response: 3

File Description	Document
Any additional information	[View Document](#)

3.1.3 Number of research projects per teacher funded, by government and non-government agencies, during the last five year

Response: 0.05

3.1.3.1 Number of research projects funded by government and non-government agencies during the last five years

Response: 5

3.1.3.2 Number of full time teachers worked in the institution during the last 5 years

Response: 482

File Description	Document
Supporting document from Funding Agency	[View Document](#)
Funding agency website URL	[View Document](#)

3.2 Innovation Ecosystem

3.2.1 Institution has created an ecosystem for innovations including incubation centre and other initiatives for creation and transfer of knowledge

Response:

The MBCCET has created an ecosystem for innovation by establishing two centres viz. **Centre for innovative Technology and Entrepreneurship** (CiTE) and **Centre for Research initiatives in Science and Engineering** (C-RiSE).

CiTE

The CiTE wishes to foster innovation driven entrepreneurship among the faculty and students through mentoring and training. The objectives of CiTE are to:

- Promote the culture of innovation among the students of MBCCET.
- Develop new products and services, acquire patents and market the products.
- Engage research leading to introduction of innovative products.
- Facilitate venture capital funding.

CiTE provides funding for innovative projects based on joint proposals from students and faculty members of the institution. Some of the innovative projects funded by CiTE are **Multi-Purpose Automatic Crop Dryer, Ecofriendly Meeting Corner, Automatic Banana Chips Slicer, Automated Rubber Tapping Machine** etc. CiTE has a practice of promoting innovative ideas among students by conducting idea competition called "**Creative Spark**" and cash prize is awarded for the best innovative projects in each department.

The institution has established an **Institution's Innovation Council (IIC)** as per the norms of MHRD's Innovation cell. The **Innovation & Entrepreneurship Development Cell** of MBCCET is approved by Kerala Startup Mission (KSUM) and District Industries Centre (DIC), Government of Kerala. Our Institution is also empanelled under **Pradhan Mantri Yuva Yojana** scheme by Ministry of Skill Development & Entrepreneurship.

The institution consistently provides motivation, support and platform for students to showcase their skills and knowledge in various competitive technical events. Students are participating in numerous technical competitions at national and state levels like **Smart India Hackathon, Young Innovators Programme by K-DISC, INNOVATE of KSCSTE, IEDC Summit by KSUM, TEKON by KSCSTE and APJAKTU** etc. For preparation of the competition, facilities like internet, library, required infrastructure

in terms of space and equipment have been provided.

C-RiSE

The C-RiSE coordinates all research activities of the institution and research based product development. The **objectives of C-RiSE** are to:

* Create an excellent educational environment through frontline researches and interdisciplinary research collaborations.
* Support funding for research projects and review the research proposals for utilizing external funding opportunity.
* Coordinate conferences, symposiums and workshops to promote research culture among the stakeholders.
* Conduct cutting - edge researches to develop new academic and technological fields.
* Discover new fact-based principles and rules in natural phenomena to create new technologies.
* Conduct researches that contribute to the development of human resources & the societal needs.

The communication and coordination works related to research and the dissemination of scientific and technical works are mainly looked after by the **Research Advisory Committee (RAC)**. RAC is formulated with the Principal as the Chairman and the Dean (Academics) as the Convener. A dissemination system is maintained by the research coordinator whereby faculty members and students are informed of the following:

* **Opportunities to respond to calls for papers**
* **Announcements on applying for research grants**
* **External calls to attend research seminars and Potential collaborative research projects**

File Description	Document
Any additional information	[View Document](#)

3.2.2 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the last five years

Response: 54

3.2.2.1 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
37	5	11	1	0

File Description	Document
Report of the event	View Document
List of workshops/seminars during the last 5 years	View Document

3.3 Research Publications and Awards

3.3.1 The institution has a stated Code of Ethics to check malpractices and plagiarism in Research

Response: Yes

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

3.3.2 The institution provides incentives to teachers who receive state, national and international recognition/awards

Response: Yes

File Description	Document
e- copies of the letters of awards	View Document

3.3.3 Number of Ph.D.s awarded per teacher during the last five years

Response: 0

3.3.3.1 How many Ph.Ds awarded within last five years

3.3.3.2 Number of teachers recognized as guides during the last five years

Response: 3

File Description	Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	View Document

3.3.4 Number of research papers per teacher in the Journals notified on UGC website during the last five years

Response: 1.75

3.3.4.1 Number of research papers in the Journals notified on UGC website during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
91	26	13	18	21

File Description	Document
List of research papers by title, author, department, name and year of publication	View Document
Any additional information	View Document

3.3.5 Number of books and chapters in edited volumes/books published and papers in national/international conference proceedings per teacher during the last five years

Response: 1.64

3.3.5.1 Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
121	4	1	7	25

File Description	Document
List books and chapters in edited volumes / books published	View Document
Any additional information	View Document

3.4 Extension Activities

3.4.1 Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years

Response:

The MBCCET gives importance to social outreach activities to help the neighborhood and to instill social responsibilities among students.

National Service Scheme

The institution has an active **NSS unit (Unit No. 180) under Directorate of Technical Education, Government of Kerala** through which different extension activities are planned for each year. **The unit**

has adopted Pothupara village as beneficiary for its activities. Our regular social service activities include **environmental protection, energy saving, waste management, gender equality, healthcare support, awareness programs, educational initiatives and livelihood opportunities.** The various programs organized by **NSS** unit are as follows.

- Peermade Taluk Hospital Cleaning
- Repairing MBC - Kuttikanam Road
- Traffic Awareness Program
- Street play against drugs and alcoholism
- Ayur Arogya Health Awareness Program
- Blood Donation Camp
- Dream Home Project
- Loading Materials
- Orphanage Visit
- Study Materials distribution
- Science Expo
- Construction of Compound Wall
- Seven Day Camp
- Anti-Drugs Chart Exhibition
- Manaveeyam - Garhika Peedana Nirodhana Niyamavum Prayogavum
- Manaveeyam - Paristhithi Samrakshanam
- Manaveeyam - Linga Samtvam
- Manaveeyam - Jalasamrakshanam
- Manaveeyam - Garhika Malyinya Nirmarjanavum Samskaranavum
- Manaveeyam - Geevitha Shyli Rogangalum Nivarnana Margangalum
- Parunthampara Cleaning Campaign
- Antidrug Campaign
- Stem Cell Registry Campaign
- Energy expo
- Visha Rahitha Vishu
- LED Bulb Assembling Workshop
- House Maintenance Work
- Blood Donation Campaign
- Food Safety Awareness Programme
- Medical Camp
- Green carpet project
- Road Safety Awareness
- Swachata Pakhwada -Swach Bharath
- Gender Equality Seminar - "Thulani" Genesis 2017
- Anti-Substance abuse Marathon - Vimukthi
- Birds Club
- Financial Aid for Surgery
- Eye Donation Registry Campaign and Eye Check Camp
- Electrical Wiring
- Punarjjani 2018
- Flood Rehablitation

Pradhan Mantri Awaas Yojana - Gramin (PMAY-G)

Pradhan Mantri Gramin Awaas Yojana is a social welfare flagship programme, created by the Indian Government, to provide housing for the rural poor in India. The faculty members and students of the Department of Civil Engineering has given technical support for planning, design and estimation of low cost house as per PMAY-G scheme to Kattapana Block Panchayat. MBCCET received Merit Award from Rural Development Department, Kerala for the excellent service.

Pradhan Mantri Gram Sadak Yojana (PMGSY)

Pradhan Mantri Gram Sadak Yojana, was launched by the Govt. of India to provide connectivity to unconnected habitations as part of a poverty reduction strategy. The Department of Civil Engineering of MBCCET has given technical support for planning, design and estimation of road connectivity between Pallikkunnu and Peermade taluk hospital (PMGSY scheme) to Peermade Panchayat as per the request from local community. Later, the proposal was revised in line with Nava Kerala Mission (Rebuild Kerala), launched by the Government of Kerala to enhance the lives of the people in the State.

Kerala Flood Rehabilitation Activities

Faculty members and students of MBCCET have actively participated in the flood related rehabilitation activities in response to the big calamity affected to the state. Faculty members of the institution acted as technical advisors for Care Home Project, Idukki (Flood Relief Project, Co-operative Department, and Government of Kerala) and Life Mission, Idukki for the project Surekshitha Koodorukkum Keralam (Flood Relief Project, Azhutha and Kattapana Block Panchayat).

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

3.4.2 Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

Response: 6

3.4.2.1 Total number of awards and recognition received for extension activities from Government /recognised bodies year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
1	1	0	2	2

File Description	Document
Number of awards for extension activities in last 5 years	View Document
e-copy of the award letters	View Document

3.4.3 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 last five years

Response: 171

3.4.3.1 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
22	19	50	44	36

File Description	Document
Reports of the event organized	View Document
Number of extension and outreach programs conducted with industry,community etc for the last five years	View Document

3.4.4 Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years

Response: 44.09

3.4.4.1 Total number of students participating in extension activities with Government Organisations, Non- Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year- wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
530	355	504	476	313

File Description	Document
Report of the event	
Average percentage of students participating in extension activities with Govt or NGO etc	

3.5 Collaboration

3.5.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc during the last five years

Response: 266

3.5.1.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
77	85	66	33	05

File Description	Document
Number of Collaborative activities for research, faculty etc	
Copies of collaboration	

3.5.2 Number of functional MoUs with institutions of National/ International importance, Other Institutions, Industries, Corporate houses etc., during the last five years (only functional MoUs with ongoing activities to be considered)

Response: 7

3.5.2.1 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years (only functional MoUs with ongoing activities to be considered)

2018-19	2017-18	2016-17	2015-16	2014-15
5	2	0	0	0

File Description	Document
e-copies of the MoUs with institution/ industry/ corporate house	[View Document](#)
Details of functional MoUs with institutions of national, international importance,other universities etc during the last five years	[View Document](#)
Any additional information	[View Document](#)

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 The institution has adequate facilities for teaching- learning. viz., classrooms, laboratories, computing equipment, etc.

Response:

The college campus is situated in 30.5 Acres of Land with a total **built up area of 37395 Sq.m** which inhabits well-furnished Offices & Departments, **ICT enabled Classrooms & Seminar Halls**, Conference Hall, well equipped Labs, Central Library, Central Computing Facility, Auditorium, Hostels, Quarters etc. commissioned as per the norms of the statutory bodies. The campus also consists of Football, Basketball, Volleyball and Badminton courts along with a 400 meter track.

The institution has adequate computational facility in the campus and the students can undergo online courses like **SWAYAM**. Also the college is an approved **National Test Centre (NTC) and Test Practice Centre (TPC) of National Testing Agency (NTA)** and through which the registered candidates can take testsand practices for online exams like JEE, RRB, Bank test etc.

- **Classrooms, Tutorial Halls, Seminar Halls**
  The institution has **24 classrooms, 5 seminar halls, 5 tutorial rooms, drawing hall**, mini auditorium and open auditorium in the Academic Block. All the classrooms and seminar halls are ICT enabled with Projectors, Sound and LAN/Wi-Fi facility in order to ensure the effective teaching learning process.

- **Laboratories**
  There are **34 laboratories** in the institution including one Research Lab. All the labs are equipped in order to fulfill the academic requirements as well as research and consultancy purposes beyond the curriculum. The labs are installed in **Laboratory Block, Workshop Block, Mechanical Block and Academic Block**. All the labs are well furnished and equipped with high configuration machines, equipment and software.

- **Computing Equipment**
  The institution has **10 computer labs with 420 computers** for the teaching-learning process. In addition, there are **40 computers in various departments and offices**. All the systems are connected through a Local Area Network and the backbone of the network is done using **Optical Fibre Cable. Round-the-clock internet facilities are provided in all the systems using a 100 MBPS 1:1 Leased line internet connectivity**. Also controller based Wi-Fi facilities are available in the campus, hostels and quarters with 97 Wi-Fi access points. The internet traffic is monitored, controlled and secured using **Sophos XG230 Unified Threat Management** (UTM) system which have network protection, anti-virus, anti-spam, web filtering, content filtering etc. All the students and staff have individual credentials to login to the system and a dedicated storage space is provided in the file servers. The storage servers are **RAID -5** configured in order to prevent data loss due to Hardware failure.

Facilities for the teaching-learning process

Sl No	Facility	Total Nos	Total Area (Sq.m)
1	Class Rooms	24	1586.62
2	Tutorial Rooms	5	451.92
3	Laboratories	33	4160.79
4	Research Lab	1	38.53
5	Central Library	1	407.53
6	Department Library	5	147.93
7	Central Computing Facility	1	155.33
8	Seminar Hall	5	588.58
9	Conference Hall	1	90.44
10	Drawing Hall	1	392.18
11	Open Auditorium	1	548.52
12	Mini Auditorium	1	232.05
13	Faculty Room	10	579.88
14	Health Centre	1	26.32
15	Data Centre	1	33.25
16	Exam Call	2	184.46

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

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

Response:

The institution encourages and supports the extracurricular activities in order to enrich the talents of the students such as **sports, games, meditation, music, dance, quiz, technical events** etc. As most of the students are staying in the college hostels, they can utilize these facilities during the morning and evening on a regular basis.

Various sports facilities such as **Cricket, Football, Basketball, Volleyball, Handball, Table Tennis, Athletics, Chess and Badminton** are provided for the students to ensure the focus of the institution in providing extra-curricular activities to both students and staff. The details of the facilities are listed below:

Outdoor Sports & Games facilities

Sl. No	Name	No of Courts	Size in Meters (m x m)	Year of Establishment
1	Play Ground	1	90 x 120	2001
2	Basket Ball court	1	28 x 15	2008
3	Volley Ball court	1	18 x 9	2005
4	Cricket Nets	1	3.66 x 3.05	2016
5	Football Field	1	110 x 65	2001
6	Cricket Field	1	110 x 55	2001
7	Handball Field	1	40 x 20	2001
8	400 Meter Track	1	1 x 400	2001

Indoor Sports & Games facilities

9	Indoor Badminton court	4	13.4 x 6.1	2008
10	Table tennis	2	2.74 x1.5	2005
11	Caroms & Chess	4	6.3 x 5.0	2001

Gymnasium

12	Gym (Men)	1	16 x 10	2009
13	Health club (Women)	2	6 x 4	2018

Yoga Centre

14	Meditation Room	1	6.3 x 5.88	2015

Gymnasium

The equipment available in the Gymnasium are listed below

- Weight lifting
- Dumbbell sets
- Pull-up bars
- Squat stations
- Bench Press
- Leg Press
- Push-up stands
- Orbitrek

- AB King Pro
- Elliptical trainer
- Gym Ball

Yoga & Meditation Room

A dedicated facility is provided to practice Yoga and Meditation for the students and staff of the institution. It is a calm and quiet area with a great ambience. Yoga and Meditation are practised regularly by the students and staff. **Yoga Day** is being celebrated **every year** by the students and staff of the college.

Cultural Activities

The institution has provided facilities to the students for various cultural activities. The college has **a musical drum sets and two sets of Public Addressing system** dedicated for the practice of the students. They can utilize the Seminar Halls, Mini Auditorium and the Open Auditorium for various events. **College Arts Day "Thandava"** is being celebrated every year along with a number of competitions and the students can perform various cultural programs, theme shows, musical bands etc.

National Level Intercollegiate Techno-Cultural competition "Swastika" is held in the institution every year for two days. Students from all over India participate in various Technical and Cultural competitions conducted for the same. Cash awards and certificates are distributed to the winners of every event. Fully decorated and closed stage along with special light & sound effects and LED walls are arranged during the Arts Day and Technical Fest days.

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

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

Response: 100

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 29

File Description	Document
Number of classrooms and seminar halls with ICT enabled facilities	[View Document](#)
any additional information	[View Document](#)
Link for additional information which is optional	[View Document](#)

4.1.4 Average percentage of budget allocation, excluding salary for infrastructure augmentation

during the last five years.

Response: 75.34

4.1.4.1 Budget allocation for infrastructure augmentation, excluding salary year-wise during the last five years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
193.75	276.30	300.1	462.9	521.63

File Description	Document
Details of budget allocation, excluding salary during the last five years	[View Document](#)
Audited utilization statements	[View Document](#)
Audited utilization statements	[View Document](#)
Any additional information	[View Document](#)

4.2 Library as a Learning Resource

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

Response:

Name of ILMS software   - Campus Management System

Nature of automation (fully or partially)   - Fully Automated

Version   - 2.0

Year of Automation   - 2013

The Library of the institution is fully automated using the software **Campus Management System** version 2.0 and all the library operations such as acquisition, circulation, cataloguing etc are processed through the software system only.

All the library functions are fully integrated with **Barcode and RFID**. Entire books in the library are barcode labelled and the Identity cards of the students and staff are RF based as well as Bar Code labelled ID cards. Both are integrated with the Campus Management System library software. There are three barcode readers and two RFID readers in the library which makes the library transactions like issue, return etc. very fast, convenient and error free for the users.

Automated Gate Entry system is available in the library. Various reports such as daily usage reports, user

wise reports, department wise reports etc. can be taken by the library staff.

Online Public Access Catalogue (OPAC) is also available in the library. Users can search the books by **entering any keyword** such as **Author Name, Title, Accession Number** etc. so that they can view all the details of the books like **Title, Author of Books, availability, due dates, number of copies etc**. The entire details are accessible from anywhere through internet.

Users can view their book transaction details such as books in hand, each **book's due date etc.** through their **login page**. They can also view their entire book history of previous years. Also the library usage of any user can be viewed by the authorities.

Library staff can take various reports like **transaction reports, user-wise reports, book reports, book usage report, statistics reports** etc. within the software with custom attributes.

Most of the E-resources like **E-books, Online Journals, Previous University Question papers, NPTEL videos etc**. can be accessed in any system or mobile device through WiFi or LAN within the campus.

A **Digital Library** with **10 computer systems** is also provided to the users in order to access the e-resources such as e-journals, e-books, NPTEL lectures etc. Separate register is maintained for monitoring the usage of the same. The support and supervision of the library staff will be available for the digital library users throughout the time.

Name of ILMS Software	Nature of Automation	Version	Year
MBC Campus Management System	Fully	2.0	2018-19
MBC Campus Management System	Fully	1.5	2017-18
MBC Campus Management System	Fully	1.3	2016-17
MBC Campus Management System	Fully	1.1	2015-16
MBC Campus Management System	Fully	1.1	2014-15

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

4.2.2 Collection of rare books, manuscripts, special reports or any other knowledge resources for library enrichment

Response:

The institution library is enriched with a collection of **22653 books in 4752 titles, 55 National Journals, 5 Newspapers, e-books, e-journals, Magazines** etc. Library has special collections of reading materials for

competitive examinations. It also contains handbooks and encyclopaedias in various subjects.

The library has a **total carpet area of 445 Sq.m** including reading room with **150 seating capacity**. The institution central library was established in the year 2001 with collection of rare books in order to avail and improve the knowledge of students, faculty and researchers in various subject categories. Institution gives importance to the preservation of these rare books considering their value. The information which the students and staff are getting from the rare books are being best utilized in different aspects like continuation of research work in their respective fields, presenting papers in conferences, publishing new information by consolidating the work in different journals etc.

The library provides reprographic facilities to the users such as **printing, scanning, photocopying, spiral binding, hard binding, lamination etc**. Readers can take copies or scanned image of rare books. Rare books are kept under separate closed cupboards.

The Institution has a Digital Library facility for accessing various e-resources available in the library. The library is registered with National Digital Library of India through which students and staff can access a huge collection of e-learning resources. Also the institution is an annual institutional member in DELNET Digital Library resources which provides access of a large number of e-books, e-Journals, manuscripts and rare books collection to the members of the library.

In order to enrich the students' knowledge beyond their curriculum, the institution has subscribed **Elsevier (Engineering + Computer Science) E-Journal annual subscription.** By which the students and staff can access 275 number of E-Journals, journals, articles, book chapters etc. Also the institution has subscribed   **J- Gate (Science & Technology)** which has a database of journals and articles. Users can have **round-the-clock access** of all the **E-journal subscriptions** through Wi-Fi/ LAN connectivity within the campus.

The library has a collection of **NPTEL videos** in various engineering streams and the videos are made available through Wi-Fi/ LAN anywhere in the campus. It helps the students as well as staff to get deep and thorough knowledge in core areas of their academic curriculum. It also helps students and staff to undergo online certification courses from NPTEL through pre-recorded lectures, resource video materials, lecture notes, assignments and quiz.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

4.2.3 Does the institution have the following:

1. e-journals
2. e-ShodhSindhu
3. Shodhganga Membership
4. e-books
5. Databases

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: B. Any 3 of the above

File Description	Document
Details of subscriptions like e-journals,e-ShodhSindhu,Shodhganga Membership etc	View Document
Any additional information	View Document

4.2.4 Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)

Response: 18.9

4.2.4.1 Annual expenditure for purchase of books and journals year-wise during the last five years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
12.31	12.49	21.97	32.08	15.67

File Description	Document
Details of annual expenditure for purchase of books and journals during the last five years	View Document
Audited statements of accounts	View Document
Any additional information	View Document

4.2.5 Availability of remote access to e-resources of the library

Response: Yes

File Description	Document
Any additional information	View Document

4.2.6 Percentage per day usage of library by teachers and students

Response: 5.97

4.2.6.1 Average number of teachers and students using library per day over last one year

Response: 54

File Description	Document
Any additional information	[View Document](#)

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

System:-
The institution updates about **30 to 50 computers every year** from the existing outdated configuration computers to the configuration required for the future usage of the Labs. The details of the updation is given below:

Sl No	Date of Purchase	No of Computers	Details of Updation
1	12-10-2018	**30**	Computer Lab-2 updated from Intel Pentium-4 to Intel Core-i3, 8 GB RAM
2	19-12-2017	**10**	Updated the computers in the office of the Director, Principal, Bursar, HoDs and Student Advisor from Intel Dual Core to Intel Core-i3, 4 GB RAM all-in-one computers
3	19-12-2017	**30**	Electrical Systems Lab and all Department computers updated from Intel Dual-core to Intel Core i3, 4GB RAM
4	05-12-2016	**50**	Central Computing Facility is updated with 50 computers
5	17-11-2015	**70**	Language Lab is updated with 50 computers from Intel Pentium-IV to Intel Core-i3, 4 GB computer EC-M.Tech Lab is updated with 10 computers Digital Library is updated with 10 computers

Softwares
The institution has a valid **Microsoft Campus Agreement license** which is renewed every year. Hence all

the updated version of Microsoft products are available in the campus. Also the institution uses open source software which are updated frequently. On every semester breaks, the systems are fully formatted and reinstalled using the latest releases of software updates.

Sl No	Microsoft License No	Renewed Date
1	V4241655	01-01-2019
2	V4241655	01-01-2018
3	V5482022	01-01-2017
4	V5482022	01-01-2016
5	V5482022	01-01-2015

The software used in the Labs are updated frequently according to the curriculum requirements. The software used in the Office and Departments such as **Tally ERP, Campus Management Software** etc. are updated as per the requirements.

Internet & Wi-Fi

The institution upgrades the internet connectivity speed frequently and the details are given below

Sl No	Date	Speed	Provider
1	08-07-2019	100 MBPS 1:1 Leased Line	BSNL, Kerala
2	01-07-2017	55 MBPS 1:1 Leased Line	Limras Eronet, Chennai
3	01-07-2017	20 MBPS 1:4 Leased Line	BSNL, Kerala

There are **Ninety seven Wi-Fi access points** with **dual bandwidth support (2.4 GHz and 5 GHZ)** connected to a single Wi-Fi Controller unit. The Wi-Fi access points are installed within the academic blocks as well as in the Hostels and Quarters. **100 MBPS** 1:1 Leased Line internet connectivity provides **round-the-clock fast browsing** environment to the students and staff of the college. The details of the Wi-Fi access points are given below

Sl No	Block	No of Access Points
1	Main Block	20
2	Staff Quarters	6
3	Men's Hostel-I	19
4	Men's Hostel-II	18
5	Ladies' Hostel-I	18
6	Ladies' Hostel-II	15
7	Principal Quarters	1

Unified Threat Management system

The institution has updated the **UTM box as Sophos XG 230 series** with 3 year subscription on 11-10-2017 from **Cyberoam CR-500 IA** which was purchased on 03-03-2013. This latest UTM box secures the institution from network attacks, viruses etc from the external networks. The **firmware and virus** definitions of the UTM box are updated on every week.

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

4.3.2 Student - Computer ratio

Response: 1.95

File Description	Document
Any additional information	[View Document](#)

4.3.3 Available bandwidth of internet connection in the Institution (Lease line)
>=50 MBPS

35-50 MBPS

20-35 MBPS

5-20 MBPS

Response: >=50 MBPS

File Description	Document
Any additional information	[View Document](#)

4.3.4 Facilities for e-content development such as Media Centre, Recording facility, Lecture Capturing System (LCS)

Response: Yes

File Description	Document
Facilities for e-content development such as Media Centre, Recording facility,LCS	[View Document](#)
Link to photographs	[View Document](#)

4.4 Maintenance of Campus Infrastructure

4.4.1 Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years

Response: 26.63

4.4.1.1 Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component year-wise during the last five years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
140.8	105.61	115.10	104.61	115.63

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic facilities	[View Document](#)
Audited statements of accounts.	[View Document](#)
Any additional information	[View Document](#)

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.

Response:

Maintenance

The campus maintenance is done by several committees depending on the requirements of the Institution. The committees and their roles are as given below:

- **Building Committee**
  The committee analyses the infrastructural requirements of the buildings of the Institution and finalize the works to a selected firm based on the quotations received.
- **Purchase Committee**
  The equipment which required for the maintenance, upgradation or setting up of the laboratories, departments, office, hostels etc. are processed and purchase order are issued after analyzing the quotations.
- **Library Council**
  This committee collects the book requirement details from all the departments and classes then submits the proposal for the same.
- **Computational Facilities Committee**
  The requirements and suggestions of the staff and students of the college regarding the IT infrastructure are analyzed and processed.

- **Sports Advisory Committee**
  All the suggestions and requirements related to sports, indoor and outdoor games are processed by this committee.
- **Canteen Committee**
  The committee analyzes the complaints, suggestions and requirements regarding canteen and recommends the remedial actions to the authorities.
- **Bus and Transportation Committee**
  The committee ensures the safe and comfort transportation facility for the users. The committee recommends remedies to the authorities for the complaints/suggestions received.
- **Green Protocol Committee/ Eco club**
  The committee gives instructions and suggestions in order to reduce the plastic disposables and to alternate them with reusable things. Also the committee gives a set of measures to implement in the campus, hostels, canteen and various functions to make the non-biodegradable wastes to a minimum in the campus.

Annual Maintenance Contract

Annual Maintenance Contract is made available for the **computers, UPS and Water purifiers** of the college.

Civil & Electrical maintenance

The Civil & Electrical maintenance works are carried out by the Project & Maintenance Department of the college. Various manpower like Masons, Electricians, Plumbers, Carpenters and Casual labours are available for the execution of works.

IT & ITES maintenance

This department handles the installation and maintenance of all the Computers , Servers, Wi-Fi, Network, Printers, Scanners, EPABX, CCTV, Software, UPSs, Projectors etc. in the campus.

Laboratory Maintenance

The maintenance of the laboratory equipment is processed by the Lab-in-Charges and the technical staff of the laboratories.

Transport maintenance

The minor transport maintenance works are done by the in-house service personnel and the major complaints are outsourced to the external agencies through proper channel.

Campus Maintenance

The campus maintenance such as cleaning, beautification, gardening etc. of the college is done by the 14 housekeeping staff and 6 casual labourers under the supervision of the Project & Maintenance Department.

Procedure for the maintenance works of the college.

- Any staff or student can **register a complaint** with the concerned section.
- Once a complaint is registered, the section **head assign a staff to inspect** the same and rectify the problem.
- For **minor complaints**, the in-house staff themselves fixes the problems immediately and closes the complaint.
- For items under **warranty/AMC, complaint** is **registered** and the details are recorded for

necessary follow-ups.

- For remaining cases, the request letter along with the service/item estimates are submitted by the **HoD/ Authorities** to the **Principal** for getting sanction from the **Management.**
- Once the request is **sanctioned**, th**e work order** is **processed** immediately by the concerned department.
- While the complaint is fully rectified, the **final bills are submitted** along with the signature of the HoD/authorities and the **closes the complaint.**

Utilization of infrastructure

- The institution utilizes the entire infrastructure and facilities to its maximum by the students and staff in order to fulfil their curricular, co-curricular and extracurricular requirements as well as by outsourcing the same in various manners.
- Various **remedial classes, online training programs, technical talks, seminars, paper presentations etc.** are conducted frequently in the institution for the students, staff and also for the external participants.
- The laboratories are utilized by the students and staff to enrich their technical knowledge and to do project works. **Several Hands on Training** sessions are conducted in various labs for internal and external participants.
- The library is open from **8:00 AM to 6:00 PM** and can carry out library transactions throughout the time. Also **round-the-clock access** of e-resources is provided to the users within the campus.
- The **sports facility** can be utilized from morning **5:30 AM to 7:30 AM and Evening 4.00 PM to 6.30 PM for students**. Various intercollegiate tournaments for Cricket, Football and Basketball areconducted in the college.
- The Central Computing Facilities are accessible from **8:50 AM to 6:00 PM and 24 x 7** Internet and Wi-Fi facilities are provided. Computational facilities are utilized to conduct various online examinations like **GATE, JEE, Railway Exams, Bank Exams etc. and for conducting mock exams**. The college is an approved test center of **National Testing Agency (NTA**), **Tata Consultancy Services (TCS), NSEIT, etc.**
- Several programs from external agencies for the internal and external participants are conducted in the college **Open Auditorium, Mini Auditorium, Seminar Halls** etc.
- As the campus is well maintained and lush green, it is utilized for the cinema and serial shootings **during holidays and off times**.

Procedure for Utilization of Infrastructure for External Users

- A request letter with a detailed plan of usage of infrastructure with date and time of access, places of access, additional facilities to be provided by the institution, manpower provided by the institution, finance details etc. has to be submitted to the **Principal and Bursar.**
- The request is forwarded to the concerned sections for a detailed report along with the remarks and recommendations.
- The request along with the report is submitted to the **Management** for the approval of the infrastructure access and financial details.
- Once the request is approved, **an Agreement or MoU** is signed by the institution and the external party.
- After the event, the concerned department verifies the infrastructure and other items' conditions and gives usage/damage report along with an estimate of items consumed/damaged if applicable.
- The **final bill is settled** in the college as per the **Agreement/MoU signed** by both parties.

File Description	Document
Any additional information	View Document

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

Response: 19.29

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
145	171	208	256	204

File Description	Document
Upload self attested letter with the list of students sanctioned scholarships	[View Document](#)
Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years	[View Document](#)
Any additional information	[View Document](#)

5.1.2 Average percentage of students benefited by scholarships, freeships, etc. provided by the institution besides government schemes during the last five years

Response: 25.46

5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution besides government schemes year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
409	315	241	171	63

File Description	Document
Any additional information	[View Document](#)

5.1.3 Number of capability enhancement and development schemes –

> 1. **For competitive examinations**
> 2. **Career counselling**
> 3. **Soft skill development**
> 4. **Remedial coaching**
> 5. **Language lab**
> 6. **Bridge courses**
> 7. **Yoga and meditation**
> 8. **Personal Counselling**

A. 7 or more of the above

B. Any 6 of the above

C. Any 5 of the above

D. Any 4 of the above

Response: A. 7 or more of the above

File Description	Document
Details of capability enhancement and development schemes	[View Document](#)
Any additional information	[View Document](#)
Link to Institutional website	[View Document](#)

5.1.4 Average percentage of student benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years

Response: 34.25

5.1.4.1 Number of students benefited by guidance for competitive examinations and career counselling offered by the institution year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
711	498	121	164	58

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	[View Document](#)
Any additional information	[View Document](#)

5.1.5 Average percentage of students benefited by Vocational Education and Training (VET) during the last five years

Response: 0

5.1.5.1 Number of students attending VET year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Details of the students benifitted by VET	[View Document](#)

5.1.6 The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

Response: Yes

File Description	Document
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	[View Document](#)
Details of student grievances including sexual harassment and ragging cases	[View Document](#)
Any additional information	[View Document](#)

5.2 Student Progression

5.2.1 Average percentage of placement of outgoing students during the last five years

Response: 40.09

5.2.1.1 Number of outgoing students placed year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
111	106	99	122	103

File Description	Document
Self attested list of students placed	View Document
Details of student placement during the last five years	View Document
Any additional information	View Document

5.2.2 Percentage of student progression to higher education (previous graduating batch)

Response: 1.87

5.2.2.1 Number of outgoing students progressing to higher education

Response: 4

File Description	Document
Upload supporting data for student/alumni	View Document
Details of student progression to higher education	View Document

5.2.3 Average percentage of students qualifying in State/ National/ International level examinations during the last five years (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)

Response: 43.05

5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil services/ State government examinations) year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
3	13	6	8	5

5.2.3.2 Number of students who have appeared for the exams year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
12	27	12	19	10

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File Description	Document
Upload supporting data for the same	[View Document](#)
Number of students qualifying in state/ national/ international level examinations during the last five years	[View Document](#)

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) during the last five years.

Response: 26

5.3.1.1 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-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
19	7	0	0	0

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at national/international level during the last five years	[View Document](#)
e-copies of award letters and certificates	[View Document](#)

5.3.2 Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution

Response:

A dynamic College Union through its activities ensures the development of student's personality, organizational skills and leadership qualities through various interactive programs. Furthermore, college union has a considerable role in the activities of the college through participatory democratic process.

MBCCET has a very dynamic and enterprising College Union constituted right from its inception. **The tenure of the college union is one academic year** and college union elections are being conducted in a democratic way every year as per the University norms. **Mode of election is categorically in parliamentary mode**. Class representatives are elected by the students in each class and an **Executive committee** is constituted by these elected class representatives. The election is conducted under the supervision of **Returning Officer and the supporting election officers** appointed by the Principal.

Wherever there is a lack of consensus, secret ballot system is implemented.

All the elected class representatives constitute the College Council. The Executive Committee of the College Council consists of College Union Chairperson, Vice-Chairperson (reserved for lady students) General Secretary, Lady Representatives, Sports Secretary, University Union Councillors, Student Editor and Post Graduate Representatives. In MBCCET all the co-curricular and extra-curricular activities are conceived and conducted by the active involvement of the student council. The union is responsible for all the major technical, cultural, literary and sports activities organized in the college. **The College Council functions under the guidance of a senior faculty**, who will also act as a mentor for the Council.

The major activities of the College Council include:

1. Organizing various celebrations in the campus such as Onam, Christmas, Women's day, Teachers day etc.
2. Organizing annual events such as National Level Intercollegiate Techno-Cultural competitions (Swasthika), Sports day (Druva) and Arts day(Thandava).
3. Publishing College Magazine by the students bringing together their creative expressions.

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

5.3.3 Average number of sports and cultural activities/ competitions organised at the institution level per year

Response: 6.2

5.3.3.1 Number of sports and cultural activities / competitions organised at the institution level year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
8	6	8	4	5

File Description	Document
Report of the event	[View Document](#)
Number of sports and cultural activities / competitions organised per year	[View Document](#)
Any additional information	[View Document](#)

5.4 Alumni Engagement

5.4.1 The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years

Response:

Alumni of MBCCET are the back born in all means and they play a crucial role in the overall development of the institution as well. The college has strong and active networks of alumni spread over many countries. One of the main objectives of the alumni association is to support the college vision and to strengthen the ties between alumni, college and the community. **MBCCET has a registered alumni association, named Mar Baselios Christian College of Engineering & Technology Alumni Association (MBCCETAA) bearing Registration Number: IDK/TC/174/2019**, registered under Travancore Cochin Literary Scientific Charitable Societies Registration Act 1955. Office bearers of the Alumni Executive Committee are elected / nominated as per the bye laws of the Alumni Association. Alumni Association meetings are taken place every year. Future plans and actions are discussed in the yearly meetings. Alumni Executive Members meetings are held three to four times in a year as the case may be. From 2018, as directed by the College Alumni Association, **department alumni meets** are also being conducted to strengthen the alumni activities/contributions in the respective department.

MBCCETAA is live and stay connected with via Facebook, Whatsapp, and LinkedIn etc. Their current status, current trends in the market and job potentials are informed through these platforms. Alumni association also plays a vital role in mentoring, motivating and sharing knowledge to their juniors. **Many of our alumni are placed in different organization at thumbing portfolios in India and Abroad**, which gives great privilege and proud to our Institution. Our alumni are remarkably contributing in social works and also encouraging current students to do many appreciable activities.

Involvements of alumni are instrumental in organizing various **Technical Invited Talks** (**TITs**), **Motivational Talks, Seminars, Workshops and Career Guidance Classes** to their juniors. Institution is organizing different activities by inviting alumni whose involvement are beneficial and also rejuvenate the teaching learning process. Alumni association contributes through financial and non-financial means.

Few of the other areas wherein substantial contributions were received and which should be highlighted are

- Supporting to conduct campus drives for placements
- Discussions / seminars on entrepreneurship opportunities
- Contributions to library in the form of books
- Sharing their corporate experience and motivate the students to bridge the gap between academia and industry
- Apprising the current trends and future scopes in the area
- Conducting alumni interaction sessions
- Internship Opportunities
- Promoting Institution events
- Supporting Institute social Responsibilities

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

5.4.2 Alumni contribution during the last five years(INR in Lakhs)

? 5 Lakhs

4 Lakhs - 5 Lakhs

3 Lakhs - 4 Lakhs

1 Lakh - 3 Lakhs

Response: <1 Lakh

File Description	Document
Any additional information	[View Document](#)

5.4.3 Number of Alumni Association / Chapters meetings held during the last five years

Response: 6

5.4.3.1 Number of Alumni Association /Chapters meetings held year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
1	2	1	1	1

File Description	Document
Number of Alumni Association / Chapters meetings conducted during the last five years	[View Document](#)
Any additional information	[View Document](#)
Report of the event	[View Document](#)

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

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

Response:

VISION

An Engineering Institute with global quality to groom competent engineers equipped to address the changing needs of society.

MISSION

Our efforts are dedicated for developing a learner centric education environment to:

- Provide value-based technical learning
- Practise real world problem solving
- Foster team work in engineering design
- Inspire innovations and R&D

The institute Vision statement is defined to **enable students to become competent professionals with social commitment.** The statement also focuses on enhancement of quality of engineers to meet the s**tandards expected by the job market globally.** The idea of "social change through economic progress and economic progress through educating youth of the rural area" is also assimilated during the formulation of the vision.

The governance of the Institution ensures the proper planning and implementation of academic and administrative deeds to comply with institute's vision and mission statements.

Management and Governing Board: Mar Baselios Christian College of Engineering and Technology, Peermade is owned and managed by **Malankara Orthodox Syrian Church (MOSC),** which is a **Religious Public Trust.** The President of the Trust is the Supreme Head of MOSC **His Holiness Baselios Marthoma Paulose II**. The other 17 members of Governing board consists of Educationalists, Entrepreneurs, Advocates, Priests etc. who are elected/nominated from the 2.5 million members of MOSC spread all across the world.

The Principal of the college is a special invitee member of Governing Board meetings conducted once in every six months. The confluent approach of the Management, Principal and Faculty implement the plans in order to uphold the vision and mission of the college.

The policy decisions taken by the management are communicated to the academic and administrative heads through Principal for implementation. **Academic Council and IQAC** set benchmark for academic, extra and co-curricular activities to ensure quality. The institution strictly adheres to the academic calendar to accomplish its objectives.

Principal constitutes various committees for managing and co-ordinating activities like **Professional societies, Eco/Green club, NSS, Grievance Redressal, Anti- Ragging, Alumni Association, Research, Placement Cell, CiTE, C-RiSE, Transportation, Women Cell etc.** The Chairpersons/Co-ordinators of various committees are engaged in assigning, delegating, co-ordinating and communicating the responsibilities to the members as per the established system. The Heads of Departments are in-charge of executing the policies of the institution.

The management encourages staff to undergo **Faculty Development Programmes** regularly for improving the quality of teaching. **Parent - Teacher meetings** are conducted at regular intervals to discuss the overall progress of the students.

The college has students from **all communities, denominations and religions** thereby bringing **unity in diversity** in our college campus. Industry – Institute interaction is strengthened by undertaking **applied research / development oriented projects** by students and faculty members**.** As a part of leadership enhancement, the institution encourages students' participation in the association and professional society activities. Students are encouraged to organize conferences, workshops, technical festivals, sports,seminars, industrial visits etc.

Above activities initiated by the college aims to fulfill the stated Vision and Mission of the institution ultimately.

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

6.1.2 The institution practices decentralization and participative management

Response:

The College strongly believes in the culture of participative management, which involves President, Governing board, Principal, Bursar, HoDs, Staff, Students and Faculty. The powers are decentralized and everyone from the top to bottom level is accountable for their duties. **All academic and administrative activities are decentralized**. The participatory role of the management encourages and sustains the involvement of the college staff, which is necessary for the efficient and effective running of the college. Management is always open to have discussion with the Principal and HoDs which in turn encourages the involvement of the staff for quality improvement.

A classical case study event, which depicts the decentralization and participatory management in MBCCET is described below:

INTER COLLEGE TECHNO CULTURAL FEST- SWASTIKA –2019

SWASTIKA - Techno-Cultural fest of MBC, is conducted normally in March/April annually. The various committees and its members comprising of Principal, Bursar, Deans, HoDs, Staff members and

students, facilitate the smooth functioning of the events.

1. For preliminary approval, Office Bearers of the Student Council approaches the Principal through Staff Advisor.
2. Principal gives preliminary sanction of the proposal with the recommendations of the academic council after presenting it in the academic council meeting where Staff Advisor of Students council is also an invited member. An **executive committee is constituted by ensuring faculty representation from each department.**
3. Student council is intimated about the approval by staff advisor and they are asked to submit a proposal, including tentative dates, main co-ordinators, list of events and budget.
4. Staff advisor along with executive committee members meet the main co-ordinators for approving the proposal and forward the same to the Principal for sanction.
5. After approval, the proposal is sent to the management for final consent. Director finalises the financial contributions from management.
6. The executive committee and staff advisor meet the main co-ordinators to discuss about the budget plan and the source of accumulation of fund. **Main Co-ordinators are asked to select heads and members under various sub-committees for Publicity & Invitation, Sponsorship, Guest Relation, Food and Refreshment, Reception, Certificate and Printing, Finance, Time Management, Department Events, Stage & Venue from students.** A team of faculty and staff members are there in each sub-committee to support the students.
7. The advisory committee decides eminent personalities as guest of honours.
8. **Each committee conducts meetings with respective groups of students and faculty for reviewing the progress of the assigned tasks**.
9. Minimum two review meetings are conducted with all members of the organizing team before the fest.
10. Cash prizes and certificates are awarded to the winners & participants. The same is intimated to their parent institution for availing duty leave and activity points.
11. After successful completion of the fest, a feedback meeting with all committee members are scheduled for experience sharing and suggestions for improvement.

File Description	Document
Any additional information	[View Document]()
Link for Additional Information	[View Document]()

6.2 Strategy Development and Deployment

6.2.1 Perspective/Strategic plan and Deployment documents are available in the institution

Response:

MBCCET has strategic plan in place for next 5 years starting from 2017 for developing the institution into a premier one, sticking on the Vision and Mission. The strategic plan mainly focusses on following directions:

1. **Enriching the curriculum with different accreditation**
2. **Research, Innovation, Consultancy and Entrepreneurship.**
3. **Learning resources, Industry – Institute interaction, Infrastructure.**
4. **Green initiatives & Social responsibilities.**

MBCCET started practising **Outcome Based Education(OBE)** immediately after the strategic plan is formulated. POs and PSOs were finalized in consultation with stakeholders, whereas COs were finalized by course faculty and subject experts. Curriculum gaps were identified and filled through various initiatives. College aims to be accredited by **NAAC and NBA.**

Research and Innovation are the other areas wherein college concentrates. **C-RiSE (Centre for Research Initiatives in Science and Engineering)** is established in the college. C-RiSE supports for innovative research, fund mobilization etc. Understanding the potential of consultancy and to address societal issue **water quality lab** along with an **IoT (Internet of Things)** research lab is included in the plan.

Learning resources are another area wherein MBCCET focusses. For accomplishing this, Web learning center, Library expansion, MOOCs and NPTEL courses are envisaged. **A four-storied Knowledge Tower with a built up area of approximately 25000 sq ft. with Modern Library, Incubation Centers, Convention Centre and Guest accommodations are included in the plan.**

To ensure the development of the society, many community development and societal programs are included in the strategic plan. This will help to maintain the environmental sustainability, cleanliness conscious etc.

One activity successfully implemented based on the Strategic Plan:

MBCCET is located in one of the backward districts of Kerala viz. Idukki. From the previous history, it was observed that the number of students joining for engineering education from Idukki was very low when comparing with the other districts. In order to motivate students joinging for engineering courses, science talent tests were conducted in various schools. **Science Club of MBCCET conducts the Einstein Science Talent Test**. This aims to enhance the number of students shwoing interest in engineering education from Idukki. MBCCET talent test works on the principle that societal growth by providing special attention to nearby society. **The purpose of the test is to identify the talented students and nurture their talents in science.**

Einstein Science Talent Test is a diagonal test, which helps students to assess their overall learning ability and educational performance. MBCCET has been conducting this test successfully for past three years. Each year good number of students participated in the tests and it was noticed that number of students attending the program has been increased and subsequently the students opting professional course also got increased. The winners are provided with certificates, cash prizes and trophies.

File Description	Document
Any additional information	**View Document**
Link for Additional Information	**View Document**
Strategic Plan and deployment documents on the website	**View Document**

6.2.2 Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism

Response:

The institution has a clear organizational hierarchy and structure to support decision making process that is consistent with its purposes. "**T3- Trust, Truth and Transparency**" being the motto of the institution, the organizational structure allows MBCCET to involve **stakeholders in various Committees/ Boards**. Continuous and meticulous efforts are ensured to maintain quality in both academic and administrative levels.

Governing board gives strategic directions keeping in view the long term goals, vision and mission of the institution. Principal in consultation with the management prepares an action plan which is approved by the college council. **Teaching Learning process is monitored by Head of Departments with the support of senior faculty.** The implementation of various activities covered under the quality policy is recorded in prescribed quality formats and maintained properly. These are **reviewed by two internal audits and one external audit per semester**.Different committees are formed for the effective functioning by appointing senior faculty and Head of various departments.

Recruitment of staff is carried out well before the academic process. Teaching faculty members are recruited as per AICTE rules and regulations. Faculty selection committee consist of Governing board members, Principal and respective HoDs. **MBCCET follows well formulated service rules** and copy of the same is made available to all staff.

Performance of teaching as well as non-teaching staff is evaluated every year. For teaching faculty members, **Performance Based Appraisal System with Key Performance Indicators is followed**.

Different **Grievance Redressal Cells are formed to address** the grievances of the students and staff. All these committtes are formed with senior faculty members duly appointed by the Principal. MBCCET grievance redressal process is so transparent that any student/staff can approach the concerned cells for reporting their grievances. Enquiry is conducted as per the rules and adequate measures are taken.

Few **different bodies/committee** in nutshell supports functioning of the Institution are:

- Governing Board
- Academic Council
- IQAC
- DQAC / PAC

- Disciplinary action committee
- College Council
- Internal Complaint Committee
- Grievance   Cell
- Admission Committees
- Welfare Committees
- Parent Teacher Association
- Class /Course Committees
- Anti-Ragging Committee
- SC/ST Cell

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

6.2.3 Implementation of e-governance in areas of operation

1. **Planning and Development**
2. **Administration**
3. **Finance and Accounts**
4. **Student Admission and Support**
5. **Examination**

A. All 5 of the above

B. Any 4 of the above

C. Any 3 of the above

D. Any 2 of the above

Response: A. All 5 of the above

File Description	Document
Screen shots of user interfaces	[View Document](#)
ERP Document	[View Document](#)
Details of implementation of e-governance in areas of operation Planning and Development,Administration etc	[View Document](#)

6.2.4 Effectiveness of various bodies/cells/committees is evident through minutes of meetings and

implementation of their resolutions

Response:

The Institution has various bodies/cells and committees for effective functioning. The committees meet frequently and minutes of all the meetings are recorded and maintained by the committee heads. Important Committees are as follows.

1. **College Council:** This is the deciding authority of all the academic activities of the college. The council has got the full authority to amend the rules and regulations of the college.
2. **Academic Council:** Academic council is the principal academic body of the college and is responsible for the maintenance of academic standards and discipline within the campus.
3. **Research & Consultancy Cell:** It promotes research, development and consultancy in the institute, and motivates staff and students to undertake research projects to enhance the level of intellectual productivity and efficacy.
4. **Students Welfare Committee (SWC):** This committee acts as an interface between students, teachers, management and the University. SWC provides support to students by conducting counselling and mentorship. Training in communication development, placement trainings, financial support and scholarships are also initiated.
5. **Anti-Ragging Squad and Anti-Ragging Committee:** Anti-ragging squad initiates activities to prevent ragging in the college. Anti- Ragging committee ensures the implementation of Anti-Ragging policy in the campus.
6. **Women Cell :** Aims to enhance self-esteem and empower female students, teaching and non-teaching lady staff of the College. The Cell also addresses Women's Grievances at the college.
7. **Staff Welfare Committee**: This committee provides overall development of staff members by initiating different schemes. The committee promotes extra-curricular activities of staff, ensure favourable working environment and support them for doing research.
8. **Parent Teacher Association (PTA):** PTA plays a crucial role in the development of the college. Being one of the stake holders, PTA involves in the formulation of strategic plan.
9. **Canteen Committee**: Canteen committee takes utmost care in hygiene and health in relation to the preparation, supply and service of food in Canteen.

One activity successfully implemented based on Minutes of Meetings:

PTA stands for a mission to make the college a better place by maintaining a strong relation between college management, staff members etc. PTA at MBCCET is vibrant and have put their foot print in many development works.

In order to maintain the quality of drinking water, PTA executive committee held on 9th November 2016 decided to implement a **water filter system**. Recommendations were approved by the PTA executive committee headed by Mr. Roy Thomas (PTA president).

The following sequence of activities were carried out for the implementation of the project.

- PTA sanctioned a budget of rupees four lakhs for water filter system.
- Invited quotations for implementing water filter system.
- Mr.Ushanandan K M was selected as the PTA representative to supervise the project.
- Signed the contract with St. Michaels Electricals, Kattappana.

- Poluchem Laboratories (P) LTD collected the sample on 03/01/2017 and started water quality analysis
- On 04/01/2017 as per the analysis report, parameters such as   turbidity and iron content has a variation from the standards.
- **A three vessal water filter system with 10,000 litres/hr was successfully implimented in the campus for a total cost of Rs.3,86,500/-**

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

6.3 Faculty Empowerment Strategies

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

Response:

The institution with residential campus provides efficient and effective welfare measures for the teaching and non-teaching staff. This is one of our highlights.

Welfare Measures

- Medical insurance for staff
- Co-operative society under society registration act with subsidized charge
- Providing free bachelor quarters
- Family quarters are provided with subsidized charge
- Self-appraisal system for promotion and other benefits
- Incentives for publication of papers/research articles in SCI/SCOPUS indexed journals
- Rewards for excellent results
- Bonus for major regional festival
- EPF and ESI for non-teaching staff
- Advance salary in case of emergency situation
- Provide maternity leave with allowance
- 30 days vacation leave for faculty members
- Provision of college vehicle for medical emergency
- Sick room with a dedicated staff nurse
- Resident tutors are provided with free accommodation and food with subsidized charge
- Provides transportation facilities with subsidized charge
- Support for education of the children of staff in the group institutions
- Dedicated cabins and Wi-Fi facilities to perform duties effectively
- Recreational facilities like badminton, basketball, table tennis, football and cricket with financial support
- Staff club with financial aid for annual activities

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

6.3.2 Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 8.13

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

2018-19	2017-18	2016-17	2015-16	2014-15
22	7	4	3	1

File Description	Document
Details of teachers provided with financial support to attend conferences,workshops etc during the last five years	[View Document](#)
Any additional information	[View Document](#)

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

Response: 5

6.3.3.1 Total number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
13	4	8	0	0

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File Description	Document
Reports of Academic Staff College or similar centers	[View Document](#)
Details of professional development / administrative training programs organized by the Institution for teaching and non teaching staff	[View Document](#)
Any additional information	[View Document](#)

6.3.4 Average percentage of teachers attending professional development programs viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Program during the last five years

Response: 21.78

6.3.4.1 Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
21	41	26	11	5

File Description	Document
IQAC report summary	[View Document](#)
Details of teachers attending professional development programs during the last five years	[View Document](#)
Any additional information	[View Document](#)

6.3.5 Institution has Performance Appraisal System for teaching and non-teaching staff

Response:

Systematic assessment of employee's performance is carried out to interpret the potential of staff, by the college management based on their performance and contribution in teaching, research, team work, arranging curricular & co-curricular activities and publication works. The transparent self-appraisal system encourages the staff to excel and put forth their optimal effort which is one among the strengths of the institution. Based on the self-appraisal form submitted by the faculty, the management and principal decide the promotion and other benefits.

The following are the benchmarks for performance appraisal for teaching staff.

Teaching , Learning & Evaluation related Activities

- Students feedback on faculty
- Innovative teaching methods followed by the faculty
- Result percentages in the courses handled by the faculty
- Level of attainment in the course handled by the faculty
- Incorporation of ICT tools in the subject delivery
- Adherence to academic calendar and course plan
- Communication and presentation skills
- Understanding and Implementation of OBE
- Involvement in Mentoring process.

Co-Curricular, Extension & Professional Development activities.

- Participation of faculty in extracurricular activities
- Number of extension activities undertaken by the faculty
- Professional Institution memberships
- Number of Technical Talks, Seminar and Conferences conducted
- Pursuing Higher Studies
- Contributions to enhance campus recruitment
- Contributions to enhance MoU
- Participation in other Administrative bodies
- Number of Papers presented in Conferences
- Timely completion of the responsibilities
- Association with NSS and community activities
- Contribution related to accreditation process

Research publications and Academic related contributions

- Number of papers published in Journal
- Number of FDPs attended
- Number of invited lectures of the faculty in outside colleges
- Certification courses completed like MOOC, NPTEL
- Funded Projects received from Government / non Govt. organisations
- Number of Consultancy projects undertaken
- Amount of Revenue accumulated through consultancy projects
- Number of students guided, novelty of the project
- Number of books published
- Patents awarded
- Number of awards/recognitions received
- Monograms, Chapters, research articles published

The following are the benchmarks for performance appraisal non-teaching staff.

- Enthusiasm
- Sense of responsibility
- Punctuality
- Behaviour with superiors
- Integrity
- Character

- Selfstarting attitude
- Overall performance
- Representation in college various cells and committees
- Effective Handling of the labs
- HODs Comments & recommendations
- Attitude of teamwork
- Behavior towards students
- Association with NSS and community activities
- Assistance in consultancy and project works

File Description	Document
Any additional information	[View Document](#)

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

Management of the College has appointed two firms of **Chartered Accountant**s, one for conducting **internal audit and the other for external and final auditing.**

Each year's budget showing anticipated receipts and payments is presented before the managing committee of the trust for their consideration and approval. The college used to manage the funds in tune with the approved budget.

Internal audit by Chartered Accountants entrusted for the purpose **is conducted twice in a year** i.e. at the end of each half year. All receipts and payments including cash and bank transactions are verified by internal auditors. The college is using **Tally ERP9 software** for its accounting and the internal auditors used to verify this also for assuring correctness of the accounts. Any corrections advised or suggestions made by the auditors will be considered and remedial measures taken accordingly with the approval of competent higher authorities.

External financial audit is entrusted with another firm of Chartered Accountants. After completing internal audit and closing of accounts for the financial year, **statutory auditors/external auditors conduct audit for the year**. After thorough audit with respect to receipts, vouchers, bank transactions, cash transactions, bank reconciliation statements and other relevant documents, the statutory auditors prepare Receipts and payments Accounts, **Income and Expenditure Accounts and Balance Sheet for each financial year**. These statements along with audit Report is placed before the **Supreme Administrative body** of the Religious Public Trust for their detailed verification and approval. Any query or question will be answered and doubts if any be cleared for the best of their satisfaction. All the audited statements are properly filed and maintained. Correctness and transparency in accounting is maintained by the college.

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

6.4.2 Funds / Grants received from non-government bodies, individuals, Philanthropists during the last five years (not covered in Criterion III) (INR in Lakhs)

Response: 0

6.4.2.1 Total Grants received from non-government bodies, individuals, philanthropists year-wise during the last five years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
0.00	0.00	0.00	0	0

File Description	Document
Details of Funds / Grants received from non-government bodies during the last five years	[View Document](#)
Annual statements of accounts	[View Document](#)

6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Response:

Strategies for mobilization of funds

The college is left with no other alternative for mobilization of its resources. Fees **collected from students admitted under Management, NRI and Government quota, strictly adhering to the guidelines issued by Government,** is the only source for raising funds. This is utilized for meeting the revenue expenses of the college including scholarships awarded to the students who had secured higher grades in their academics. Funds raised through PTA is utilized for the welfare activities only and at no time used for managing the day to day affairs of the college.

Optimal utilization of resources

- The salary of teaching and non teaching staff and maintenance cost of the institution is met from the fund mobilized from students' fee.
- A part of the fund is utilized for maintaining laboratories and for the purchase of lab equipment, software etc.
- The Governing body takes the decision for infrastructure development and fund is provided by management.

- Orientation and training programmes for students and staff are conducted regularly.
- Each department is allotted fund to organize National Conferences.
- If a department needs any requirement, they submit the estimate and request to the Principal through respective Head of the department. After due scrutiny, the Governing board gives approval to such proposals.
- Enough financial support is given to promote sports and games.
- Inter collegiate techno cultural programmes are organized annually that develop organizing and leadership qualities of our students.
- The institution is very keen to maintain greenery and cleanliness in the campus and fund is allotted as per the requirement.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.5 Internal Quality Assurance System

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

Response:

MBCCET has a well-functioning IQAC cell that constituted in the year 2017. All the institutional process like Faculty Development Programmes, Conferences, Research Activities, Academic Calendar, Lesson Plan, Tutorials, supporting slow learners and encouraging advance learners are done under the guidance of IQAC. Department Quality Assurance cell (DQAC)/Programme Advisory Committee (PAC) is constituted in all department which works jointly with IQAC to ensure quality. IQAC schedule meetings with DQAC /PAC coordinators and Head of the Departments as and when required to discharge the duties effectively. Internal audit is conducted in every semester under the supervision of IQAC by duly appointed auditors. IQAC ensures high level quality in each and every initiative of the institution. Following two examples depict the initiatives of IQAC for quality improvement.

Example 1: Quality assurance for the internal examination

The following measures are adopted for ensuring the quality of exams.

- All the questions are framed based on Blooms Taxonomy.
- The questions should satisfy AICTE examination reforms.
- All the questions are mapped against their corresponding Course Outcomes.
- Each faculty is asked to submit two question papers for the course they handle.
- A question paper review committee (QPRC) is functioning in each department for the scrutiny of internal exams, question papers and assignments, the corrections suggested by this committee should be made before the submission.
- After the suggestions of QPRC are made, HOD submits one question paper at random for each

course to exam cell.

For assignments each faculty is asked to divide the class in to minimum of three groups and different assignment questions are given to each group.

Example 2: Advancement in the field of Research

A Research Lab is running in the institution under Centre for Research Initiatives in Science and Engineering(C-RiSE).

The following measures are adopted to improve the research culture

- Conducted National level conferences across all department and research papers were published in good quality Journals (UGC approved).
- Constituted a Research Lab focusing on research based on IoT and Machine learning with good infrastructure providing IoT related hardware devices and Systems with good configuration associated with Machine learning tools.
- The research and innovations in above said areas helped the students to participate in events like Smart India Hackathon and various other Contests organized by different agencies.
- For proof and plagiarism checks, softwares called Grammarly and Plagarism checker 'X' are used.

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

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

Response:

MBCCET follows student centric approach by assessing the knowledge and skills of the students and evaluating the outcomes using necessary tools.

- **Department Quality Assurance Cell** (DQAC) is constituted with stakeholders in every department to support IQAC. Stake holders include Faculty, Alumni, Parents, Academician, Students, and Industrialists.
- Involvement of IQAC along with DQAC/PAC is instrumental in formulating the POs, PSOs and COs.
- IQAC takes initiatives to communicate these COs, POs and PSOs to all the students and staff through the website and other means.

- IQAC co-ordinate the initiatives to finalize the college academic calendar in conjunction with University academic calendar.
- IQAC spearheads all the quality measures of the institution both academic level and infrastructure

based.

- **Internal Audit:** Separate auditing team of well experienced faculty is allotted for Internal Audit in every department to review portion coverage, attendance, internal assessments etc.
- **External audit** by the experts decided by the University is also carried out and the suggestions and remarks are notified to the college by the University. IQAC coordinates the external audit.
- **Internal exams** are conducted as per academic calendar. Based on the academic performance, students are categorized as slow, medium and advanced learners. **Remedial actions** such as remedial classes, Group Study Sessions and Peer-to-Peer learning are subsequently conducted for slow learners. Advanced learners are encouraged to participate in online certification courses, conferences and research oriented activities.
- **IQAC** monitors the remedial sessions, Peer-to-Peer learning process, OBE and Group Study Sessions.
- Innovative teaching methods are practiced in the institution under the guidance of IQAC.
- The **students** are encouraged to participate in **various National and Zonal Events** organized by government and non-government organizations, like **Smart India Hackathon and Idea Competitions by Kerala Startup Mission.** This helps to monitor the performance of the students.
- To fill the curriculum gaps, **value added programmes, invited talks, soft skill training and workshops** are conducted. This helps to equip themselves as industry ready products.
- To make awareness regarding the latest technologies among the **faculty**, institutional level **short term training programmes and faculty development programmes** are conducted in every academic year by each department which indirectly helps the students to improve their learning outcomes.
- **Attainment** of the Learning outcomes is evaluated at the end and corrective measures are initiated.
- IQAC conducts review meetings periodically and action plans are formulated for the next span of time.

IQAC standardizes the quality policy of the institution

File Description	Document
Link for Additional Information	[View Document](#)

6.5.3 Average number of quality initiatives by IQAC for promoting quality culture per year

Response: 11.4

6.5.3.1 Number of quality initiatives by IQAC for promoting quality year-wise for the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
38	8	11	0	0

File Description	Document
Number of quality initiatives by IQAC per year for promoting quality culture	View Document
IQAC link	View Document

6.5.4 Quality assurance initiatives of the institution include:

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements**
2. **Academic Administrative Audit (AAA) and initiation of follow up action**
3. **Participation in NIRF**
4. **ISO Certification**
5. **NBA or any other quality audit**

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: B. Any 3 of the above

File Description	Document
Details of Quality assurance initiatives of the institution	View Document
Annual reports of institution	View Document

6.5.5 Incremental improvements made during the preceding five years *(in case of first cycle)* **Post accreditation quality initiatives** *(second and subsequent cycles)*

Response:

All the quality related works pertaining to the institution are formulated and implemented in MBCCET by the guidance of IQAC. Incremental improvements are also spearheaded periodically under IQAC's directions.

- IQAC is taking continuous efforts to improve quality in academics by assessing the skills and knowledge of the students and measuring the learning outcomes like CO, PO and PSO attainments.
- DQAC/PAC working jointly with IQAC in all quality related issues.
- Following awareness workshops were conducted for getting familiarized with OBE,

1. The IQAC cell of MBCCET organized an FDP on Introduction to Outcome Based Learning on 8th February 2017.The classes were delivered by, **Prof. K G Satheesh kumar**, Head of the Department, Electronics & Communication Engineering, Amal Jyothi College of Engineering, Kanjirappally.

2. FDP on Outcome Based Education and NBA on 4th and 5th May 2018 was conducted. Classes were handled by, **Dr.S.Baskar**, Dean, Thiagarajar College of Engineering, Madurai, TamilNadu.

- The institution plans the teaching, learning and evaluation schedules by preparing academic calendar at the institution and department level in-line with APJAKTU academic schedule. Close monitoring of the same is conducted at different levels.

- The teaching, learning and evaluation activities in the institution are implemented according to the academic calendar, which is observed by the Head of the Institution and Head of the department. Remedial initiatives are taken, if any flaws in delivery are observed.

- IQAC sets the standard for various activities and processes. The performance of the same is monitored and measured against the set standard by periodic academic and non-academic audits.

- IQAC formulates the policies, plans, formats and documentation to meet the requirements and getting recognition from various accrediting bodies like NAAC and NBA.

- All the accreditation process pertaining to the institution is initiated under the guidance of IQAC.

- IQAC cell organized FDP's for making the staff members aware about the revised NAAC Process.

    1. **FDP on NAAC Accreditation-New Guidelines:2k19** on 08th February 2019 by **Dr. Zacharia T V**, IQAC Coordinator, EMEA College of Arts and Science, Kondotti, Malappuram, Kerala.

    2. **FDP on Revised Assessment and Accreditation framework** on 16th February.2019, **Dr. Suby Baby,** IQAC Co-ordinator of Nirmala college of Arts and Science, Muvattupuzha.

- A fully functioning Research Lab is introduced to gear up the research activities across the institution

- National Level Conferences are conducted across departments collaborated with UGC approved journals to improve the research attitude among students and faculty members

- For maintaining proper industry interaction, institution has focused on setting up MoU's with various established firms like Redhat India Pvt. Ltd, Networkz Systems, Keltron- Industrial Training Center, BIMIT, Zima Dubai LLC –Abudabi, Chen Infra Ltd Chennai

- Common formats prepared, circulated time to time and implemented through IQAC

In addition to the above IQAC takes initatives to monitor the following:

- Mapping of Course and Program Outcomes
- Introduction of CO-PO attainment process in all courses
- Formation of NPTEL Chapter (SWAYAM)
- Conduct of Remedial Coaching
- Peer-to-Peer learning process and its efficacy
- Students Course Register design and implementation
- Course diary formulation and preparation
- Revision / Redesign of Mentoring System
- Enhancement to digital and multimedia content in Library
- Suggestions and review in strategic plan
- Suggestions in infrastructure development

File Description	Document
Any additional information	View Document

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Number of gender equity promotion programs organized by the institution during the last five years

Response: 13

7.1.1.1 Number of gender equity promotion programs organized by the institution year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
4	2	4	2	1

File Description	Document
Report of the event	[View Document]()
List of gender equity promotion programs organized by the institution	[View Document]()

7.1.2

1. **Institution shows gender sensitivity in providing facilities such as:**
    1. **Safety and Security**
    2. **Counselling**
    3. **Common Room**

Response:

It is evident from all its actions that MBCCET gives due importance for the safety and security with gender sensitivity, Students of MBCCET, irrespective of their gender, are given equal opportunities to grow and develop into able, responsible citizens of tomorrow. Gender awareness classes are organised under the active initiatives of the Women Cell. The students and staff irrespective of their gender in the college work together with mutual respect and cordial relationship while organising various events.

Main initiatives taken are:

Safety and Security:-

- **Women Cell 'VAJJRA'**-The College has an exclusive Women Cell called 'VAJJRA' for sensitizing both students and staff about gender. The Women Cell organizes different programs like Women's safety & health, self-defence techniques for safety and interactive sessions on gender issues.
- Committees like **Anti-Ragging**, **Grievance Redressal, Student Welfare, Internal Complaint,**

> **Staff Welfare** have been constituted to monitor the problems, if any, and provide corrective measures.

- **Security Staff:** Round the clock security is provided in the campus to ensure the safety & security of students and staff. Details of the visitors and vehicles entering the campus are noted in the security hub.
- **Residential Campus**: Around 70% students are residing in the campus and many of the staff including Principal is campus residents. This adds up the safety conscious of the students especially girls.
- **Transportation**: MBCCET offer comfortable conveyance for students and staff from different locations and routes, as the college is located in a hilly area. students and staff utilize this facility to commute.
- **Sports and fitness:** Facility is provided for the physical fitness of the students and staff.
- **Health Centre: A health centre with the assistance of a qualified nurse is functioning** inside the campus for basic first aid and emergency medical assistance. In case, further check-up is required, vehicle with driver assistance is provided to take them to nearest hospital.
- **Sanitary napkins** are kept for distribution in co-operative society working in the campus. Napkins are disposed using incinerators.

In addition to the above facilities, **CCTV surveillance** in hostels and campus, **fire extinguishers** inside the buildings, separate indoor courts for girls and boys, assistance of wardens in hostels are provided.

Counselling:

- A Counselling Centre under the guidance of **Student Advisor** is functioning in the campus. This helps to alleviate mental strains and to excel in academics.
- An effective mentoring system in which a faculty is entrusted to maximum of 20 students is implemented.
- Yoga & Meditation classes are conducted for the students.

Common Room:

- Rest rooms for students are arranged in the main building. Common rest room is provided to lady staff for their leisure and comfort. Separate toilets for boys and girls are provided on every floor of the academic and lab blocks.

File Description	Document
Any additional information	[View Document](#)

7.1.3 Alternate Energy initiatives such as:

1. Percentage of annual power requirement of the Institution met by the renewable energy

sources

Response: 0

7.1.3.1 Annual power requirement met by the renewable energy sources (in KWH)

7.1.3.2 Total annual power requirement (in KWH)

Response: 265129

File Description	Document
Details of power requirement of the Institution met by renewable energy sources	View Document

7.1.4 Percentage of annual lighting power requirements met through LED bulbs

Response: 2.35

7.1.4.1 Annual lighting power requirement met through LED bulbs (in KWH)

Response: 14381

7.1.4.2 Annual lighting power requirement (in KWH)

Response: 613054

File Description	Document
Details of lighting power requirements met through LED bulbs	View Document
Any additional information	View Document

7.1.5 Waste Management steps including:
- **Solid waste management**
- **Liquid waste management**
- **E-waste management**

Response:

The college is located at a hill station in Idukki district which is 3500 feet above sea level and surrounded by lush green plantations, rich vegetation and natural beauty. The campus is spread over 30.5 acres of land dedicated for the use of campus and another 46.5 acres of land attached for coffee and tea plantation. The Management and the administration give top priority to keep the campus eco-friendly. The flora and fauna of the campus are enriched with trees, shrubs, herbs, climbers and different types of bird species. Therefore, it is part of the environmental concern of the college to keep the natural beauty surrounding it intact. All infrastructure works related to the college are done keeping this in mind.

Solid waste management: The college strictly instructs the students and staff to reduce all types of waste to a maximum possible extent. The waste is generated by all sorts of routine activities carried out in the college that includes paper, plastics and food wastes. The waste is segregated at the source level. **Separate bins for biodegradable, non-biodegradable and other solid waste are kept at different locations in the campus.**

A biogas plant is installed at men's hostel for the treatment of food waste. Remaining food waste is transferred to the nearest farm by an external agency. In addition, the food waste generated in the quarters are converted into manure in pot compost or pipe compost, which are used as organic fertilizer for the garden.

The paper and plastic wastes generated in the campus are supplied to scrap dealers and incinerators are used for the disposal of sanitary pad waste generated in the ladies hostel. Sign boards are displayed throughout the campus for encouraging waste reduction.

The student units like NSS and Eco-Club are doing many awareness programs in the campus related to waste management. The students of the department of the Civil Engineering have constructed an **Eco-friendly meeting corner using PET bottles**. Many awareness workshops are conducted in association with Suchithwa Mission- Local Self Govt. Department, Kerala. In addition to that our college organizes World Environmental Day and Water Day celebration to create awareness among students and staff.

Liquid waste management: All waste water lines from toilets, bathrooms and kitchens are connected to the septic tank. The acidic waste generated in the laboratory are neutralized and disposed. The college proposed to set up waste treatment plant and is exploring the options.

e-waste management: The students and staff of various departments are instructed to hand over the e-waste including non-working computers, mobile phones, calculators, CD players, printers and other peripherals to the technical staff of the laboratory. It is further transferred to the certified e-waste dealers. An agreement is made with the vendor ensuring that the e-waste get disposed as per government norms without harming the environment.

To substantiate the vision of reducing the wastes, MBCCET started implementing e-governance and ICT support in all administrative and academic jobs with limited paper usage.

File Description	Document
Any additional information	[View Document](#)

7.1.6 Rain water harvesting structures and utilization in the campus

Response:

The Institution is situated in an area where it receives **annual rainfall of 230 cm on an average**. Since the terrain is of undulating nature with lot of mountains around there exists ample scope for the rainwater harvesting. Following measures were taken by the Institution for harvesting rain water.

Check Dam:

Keeping the topography and terrain of the locality in view and to take the maximum advantage a check dam has been constructed inside the campus adjacent to ladies' hostel which will harvest the runoff that descend from the Ghats around. **This check dam with 10 m long and 3 m deep in upstream and 4 to 5 m in downstream will create a water spread area close to 6000 sq.m.** This harvested water is fed to the **man-made pond** through the initial filter mechanism by gravity flow and is then pumped to the **main filtration** unit in the campus for usage. After three stages of purification process this water is being utilized in hostels, **College**, **drinking, cleaning and gardening**. **Gardens are watered using drip/sprinkler irrigation system to save water**. This chain of arrangements right from the check dam has become a great solace to the college especially in the acute shortage months (April and May) and this reduces or eradicates the dependency of water from the outside. Inspections at periodical intervals are being carried out at the check dam premises for the smooth functioning of spill ways, to oversee the erosion and stability of side slopes.

Rain water harvesting Tanks:

 Further to the aforesaid arrangements of harvesting water, college has a well maintained and planned roof top rainwater harvesting mechanism functioning well in the campus. There are **10 rainwater harvesting tanks installed in the campus at different locations, each one having a capacity of one lakh liters.** These water harvesting tanks are spread over the entire campus. The aerial distribution of the tanks is such that two tanks are located in Ladies Hostel, three in Men's Hostel and five in and around the main block buildings. All the important buildings like main blocks, ladies' hostels, Men's hostels etc. **contribute to a roof top area of 27000 sq.m which harvests approximately 63.25 lakh liters of the water round the year**. This supports the water budgeting of the MBCCET to a great extent.

Rainwaters from the roof top of main blocks, hostel buildings and ladies hostel are collected to these tanks through well connected networks of pipes. **Apart from this, these tanks are linked internally through system of pipe networks and are being fed to the filter unit.**

Periodical Inspection and maintenance of these tanks are done by MBCCET Project & maintenance department.

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

7.1.7 Green Practices
- **Students, staff using**
a)   **Bicycles**
b)   **Public Transport**
c)   **Pedestrian friendly roads**
- **Plastic-free campus**
- **Paperless office**

- **Green landscaping with trees and plants**

Response:

As a prime motto, MBCCET is very **sensitive towards the environmental issues** and has exhibited its commitment in every action that put forward. Several practices, internal policies and best procedures are formulated to make the institution and premises environment friendly as described below:

Bicycles:

Though bicycle commuting is a safe and better means for environmental sustainability, due to the undulating topography with many cliffs and ghats, the usage of bicycle is sparingly encouraged.

Transportation:

As the Institution is located away from the main cities, college buses operate to the nearby districts also. Many of the students and staff are utilizing college transport facility with subsidized rate. College encourages the students and staff to use the same to commute as it helps to safeguard the environment.

Pedestrian Friendly Roads:

MBCCET has **well maintained and aligned roads inside** the campus that can be used for both vehicles and pedestrians for accessing hostels, workshops, quarters and canteen. During working hours traffic is restricted inside the campus.

Plastic Free Campus

College takes utmost care to avoid the plastics in the campus as far as possible. B**oards are installed** in every nook and corner giving warnings to reduce the hazardous usage of plastics. The usage of plastic water bottles, cups and plates are prohibited in the programs/functions conducted inside the campus. To demonstrate the reusable potential of the plastic bottles, students have constructed an eco-friendly meeting corner (pet bottle hut) under the supervision of the civil engineering department.

Paperless Office:

As far as possible college supports the concept of paperless office and to achieve the same following measures are taken in the institution.

- Campus Management System is used for administrative and academic functions.
- ICT enabled teaching learning process administered.
- Study materials and assignments are shared to the students through Google Classroom.
- Notices and circulars are circulated to the students and staff through group mails and whatsapp.
- Regular personal messages through SMS or emails are sent to the parents from the college about various activities and events.

Green Landscaping with Trees and Plants

The college is located at hill station in Idukki district of Kerala with an altitude of 3500 feet above

sea level engulfed by lushes, forests & meadows. The institution maintains the trees and plantations inside the campus in well and ordeal manner. Drip systems are installed in the campus to water the plants and a Gardner is exclusively appointed to look after the plants. The project&maintenance department takes the responsibility of maintaining the trees and greeneries. College has a vegetable cultivating yard in the vicinity and has won best award for vegetable cultivation in the previous years. The serene and placid atmosphere in MBCCET with green landscaping and plants will definitely attract everybody and is an embellishing sight for all.

File Description	Document
Any additional information	[View Document](#)

7.1.8 Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years

Response: 3.4

7.1.8.1 Total expenditure on green initiatives and waste management excluding salary component year-wise during the last five years(INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
14.929	15.960	12.886	15.481	16.379

File Description	Document
Green audit report	[View Document](#)
Details of expenditure on green initiatives and waste management during the last five years	[View Document](#)
Any additional information	[View Document](#)

7.1.9 Differently abled (Divyangjan) Friendliness Resources available in the institution:

1. **Physical facilities**
2. **Provision for lift**
3. **Ramp / Rails**
4. **Braille Software/facilities**
5. **Rest Rooms**
6. **Scribes for examination**
7. **Special skill development for differently abled students**
8. **Any other similar facility (Specify)**

A. 7 and more of the above

B. At least 6 of the above

C. At least 4 of the above

D. At least 2 of the above

Response: C. At least 4 of the above

File Description	Document
Resources available in the institution for Divyangjan	View Document
Any additional information	View Document
link to photos and videos of facilities for Divyangjan	View Document

7.1.10 Number of Specific initiatives to address locational advantages and disadvantages during the last five years

Response: 17

7.1.10.1 Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
4	2	3	5	3

File Description	Document
Number of Specific initiatives to address locational advantages and disadvantages	View Document
Any additional information	View Document

7.1.11 Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)

Response: 19

7.1.11.1 Number of initiatives taken to engage with and contribute to local community year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
9	4	1	3	2

File Description	Document
Report of the event	[View Document](#)

7.1.12
Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal /Officials and support staff

Response: Yes

File Description	Document
Any additional information	[View Document](#)

7.1.13 Display of core values in the institution and on its website

Response: Yes

File Description	Document
Provide URL of website that displays core values	[View Document](#)

7.1.14 The institution plans and organizes appropriate activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens and other constitutional obligations

Response: Yes

File Description	Document
Details of activities organized to increase consciousness about national identities and symbols	[View Document](#)

7.1.15 The institution offers a course on Human Values and professional ethics

Response: Yes

File Description	Document
Provide link to Courses on Human Values and professional ethics on Institutional website	[View Document](#)

08-02-2020 07:03:50

7.1.16 The institution functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions

Response: Yes

File Description	Document
Any additional information	View Document
Provide URL of supporting documents to prove institution functions as per professional code	View Document

7.1.17 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years

Response: 44

7.1.17.1 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
8	5	15	8	8

File Description	Document
List of activities conducted for promotion of universal values	View Document
Any additional information	View Document

7.1.18 Institution organizes national festivals and birth / death anniversaries of the great Indian personalities

Response:

MBCCET organizes national festivals and birth/ death anniversaries of great Indian personalities to commemorate the values of democracy, patriotism and to reaffirm our commitment to the society.

Independence and Republic Day

Independence and Republic Days are celebrated in MBCCET with great enthusiasm and high patriotic zeal. Principal/Chief guest hoists the flag in the presence of students and staff. To pay respect and to

commemorate the great leaders all salute the flag and recite the National Anthem. To spread the message and importance of the day, Principal / Chief Guest addresses the gathering.

Teacher's Day Celebrations.

Teacher's Day is celebrated on 5th September every year in memory of birth anniversary of Dr. Sarvepalli Radhakhrishnan, a philosopher and a great teacher. In MBCCET we celebrate teacher's day with enthusiasm and respect. Quiz programs, elocutions are conducted along with games. A clear message on the importance of Teacher's in moulding the students as better human being is conveyed.

Gandhi Jayanthi

Mahatma Gandhi birth anniversary (October 2nd) is generally celebrated by organizing programs such as Green Campus and Clean campus activity campaign. Gandhiji's message of nonviolence and its importance is conveyed to the students.

Engineers' Day

As a tribute to the greatest Indian Engineer Bharat Ratna Mokshagundam Visvesvaraya, MBCCET celebrates Engineer's Day on September 15 every year. As part of the celebration, the college organizes various events for students in association with the Institution of Engineers (India) and cash prizes are distributed.

Yoga Day

MBCCET celebrates International Yoga day on 21st June of every year. Yoga and Heartfulness Meditation sessions are conducted on this day. `Importance of Yoga and meditation for better holistic life is described by the trainers.

Water & Environment Day Celebrations

These celebrations are done on 22nd March of every year. Awareness is created among the students and staff members of MBCCET about the importance of water. Poster and banners are displayed inside the campus for the awareness. Poster competitions, Essay writing, and Marathons are also conducted to make the celebration colourful.

National Service Scheme Day

The National Service Scheme unit of the college organizes NSS day on 24th September to make the NSS volunteers aware of their duties and responsibilities. NSS help the students to develop the feeling of oneness, empathy, compassion and sensitiveness to the needs of the less fortunate.

National Unity Day:

College celebrate 'Rashtriya Ekta Diwas' on October 31st paying a respect to the veteran leader Sardar Vallabhai Patel . The participants recite the pledge and display the posters regarding the same. It reaffirms inherent strength of our nation and help the citizens to think about threats to unity of the country.

National Science Day:

Paying respect to Indian Physicist Sir C.V. Raman, College celebrate National Science day on 28th February by conducting invited technical talks and give a motivation to the students of the college with scientific minds and also to make them aware of the significance of science in daily lives.

File Description	Document
Any additional information	[View Document](#)

7.1.19 The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions

Response:

Finance:

- The institution maintains transparency in its financial functions by providing institution level budget at the beginning of the academic year. Budget requirements of all academic as well as non-academic departments are considered in totality to prepare the overall budget.
- Several college level scholarships are given to students every year who excel in their academic activities. Budget is also allocated for college level technical, cultural and sports events.
- External financial audit is done every year by a certified auditor.
- MBCCET promote digital payment in the college.
- All purchase in college is done through a proper system in a hierarchical order seeking permission from higher authority.

Academics:

- At the beginning of each academic semester, all the academic as well as non-academic activities are planned and the institution level calendar is prepared.
- Department level calendar is prepared by each department showing all the department activities such as TITs, FDPs, Industrial Visits , Seminars etc.
- Academic audit is done twice in every semester to ensure the quality of teaching. The HoDs and senior faculty members of various departments verify the course files. Audit team check the quality of the course file/delivery and give necessary suggestions for improvement.

Administration:

- The college is owned and managed by Malankara Orthodox Syrian Church. The elected Governing Board members will monitor the day to day functioning of the institution with utmost care. **The three core committee members** visit the campus at least twice in a month and update the President about the functioning of the Institution.The governing council monitors every academic activity of the college.

Auxiliary functions:

- Auxiliary functions are conducted in a transparent way. All circulars regarding, students, teaching staff & non-teaching staff are circulated, read in all the classes & displayed on the notice boards.
- Unique ID's are given to students and staff.
- SMS of attendance and internal assessment marks are sent to parents so that they are aware of their wards' academic progress as well as attendance.
- Institution level holidays are planned and declared at the beginning of the year and are noted in the academic calendar so that staff can plan their activities accordingly.
- Various committees such as Grievance Redressal Committee, IQAC, Women Cell, Anti-Ragging Committee, Student & Staff welfare committee which include students and staff are constituted.
- Annual appraisals of faculty and staff members are done in structured manner and the individual concerns are addressed by Management.

File Description	Document
Any additional information	[View Document](#)

7.2 Best Practices

7.2.1 Describe at least two institutional best practices (as per NAAC Format)

Response:

BEST PRACTICE 1

Title of the Practice: *Evolving holistic development of engineers by inculcating innovation culture through experiment and experience*.

Objectives of the Practice: The main objectives of this best practice in MBCCET is to

- Promote a pragmatic learning culture in the institution and thus provide an opportunity to pursue research in the area of interest.
- Inculcate innovative thinking.
- Develop the spirit of team work and enhance the knowledge through sharing.
- Equip students with recent technology and make them fit for industry by bridging the gap.
- Identify future scope in the areas of their interest.

The Context

MBCCET follow the academic system promoting **Experimental based learning in the institution**. In the beginning, the institution conducts an **orientation programme emphasizing on the research & innovation possibilities, societal issues, role of engineer in solving social problems and the infrastructure developments of the nation** by internal and external experts. This program helps to understand necessity of the research and innovation. During the department visit, these students get an opportunity to see the **research and innovation projects already completed** and also to interact with the

senior students.

The Practice

MBCCET is well aware that no institution can grow without innovative, research and development activities. There are numerous societal issues to be addressed for the sustainable environment and for the survival of the mankind. A meticulous continued research is required for this. Keeping this in mind, MBCCET has cultivated a system of academic delivery in which due importance is given to the promotion of the innovation and research. Two centers, named **CiTE** and **CRiSE** are established in the campus for creating an eco-system for this. All students learn a course of **Design Engineering** during their first year of study which help them to improve creativity skills. In design project, during third year of the curriculum, **the students have to design a product or a conceptual model** with the engineering knowledge they gained during the previous semesters. In final semesters, the students ponder on the innovative/research project and come up with the working model/ novel ideas with the backup of experimental results to substantiate the findings. **College encourages the students to publish their research outputs in peer reviewed journals**. Also college conducts conferences so that this platform can be utilized for the students to present their research findings. College extends funding through CiTE for deserving project works. Institution also has got autonomy in conducting a national level project competition, **'Navriti'** to bring out innovation and creativity in minds across the country.

Evidence of Success

- Students got prizes/awards for their project works/novel ideas in the technical events conducted outside the campus.
- Series of technical events are conducted every year and many students actively participate in the events with more enthusiasm.
- More novel ideas & concepts came in technical events.
- Increased number of papers published by our students.
- Helps in identifying areas of study within and outside the curriculum and stressing on the areas which needs specific improvements.
- Students with entrepreneurship skills are identified.
- More students opted higher studies in the areas of their research interest.

Problems Encountered and Resources Required

- Technology updation is one of the challenges and needs special care. Technical talks, trainings programmes, workshops are to be conducted without affecting the regular academic schedule.

- Capacity building of the faculty to address the latest trends is another challenge and to cope up this, faculty are encouraged to attend different Faculty Development Programs and trainings. Institution wholeheartedly supports for such initiatives.

BEST PRACTICE 2

Title of the Practice: *Catering the needs of the slow learners, we develop a culture of inclusive learning, nurturing companionship of advanced learners under the guided association of faculty.*

Objectives of the Practice: The main objectives of the practice are to:

- Bring up the slow learners.
- Enhance the leadership quality of the advanced learners.
- Improve the team spirit and helping mentalities in students.
- Give a chance to advanced learners, to concrete their understanding of the subject.
- Improve / enhance the teaching/delivery skills of the advanced learners.
- Inculcate a 'can do' attitude among the students.
- Give better focus on numerical subjects.

The Context

College has a blend of students from diversified categories. Based on the academic performance of the students, they are categorized in to various groups. **Slow learners are identified by various evaluation methods.** The institution seriously considers the academic betterment of these category students and keeping this in mind and to uplift them, **learning through knowledge sharing** with the support of advanced learners is implemented.

The Practice

MBCCET conduct learning sessions during evenings as **Remedial Sessions** (RS) and night time sessions as **Group Study Sessions** (GSS) in college as well as in hostel round the year. Faculty members along with students from advanced learners category join hands together to make this venture a success. **Each advanced learner is assigned with a group of slow learners** and during peer to peer learning sessions, these advanced learners assist the faculty to take care of the students under them. **Emphasize is given to numerical subjects** by solving previous year question papers, tutorial problems etc. The entire class/ session is monitored by the faculty. The services of the resident tutors are being utilized effectively for this session. Normally these sessions are scheduled **from 4.30 PM to 5.45 PM & 8.00 PM to 10.00 PM, and might go beyond 10.00 PM as and when required.** The main success of this programme lies in the fact that the campus is mainly residential.

Evidence of Success

- Students feedback shows that this way of learning is effective as many perform well in their studies.
- Confidence level of the advanced learners also increased very well not only on the better understanding of the subject but also their skills in the way of teaching/delivery.
- Peer-to-Peer learning system inculcated a harmonious culture wherein psychologically students feel no distinction among themselves.
- Students as a group show better team spirit with the mentality of helping each other.

Problems Encountered and Resources Required

- For the day scholars, they don't get the full benefit of this learning as it is being happened after the regular class hours and in hostel in succession. Still institution provides the facility for them to stay in our hostel during the sessions.

File Description	Document
Any additional information	[View Document](#)

7.3 Institutional Distinctiveness

7.3.1 Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

Response:

MBCCET stands out in embarking spirituality integrating academics, healthy relationships, moral values and leadership skills through which individuals will be able to articulate their purpose. The management of MBCCET is a Religious Public trust (www.mosc.in) with nearly 2.5 million people as its members. The spiritual leader of this trust the President of the Governing Board & other members are elected or nominated in every five years through a democratic approach which makes MBCCET exclusively distinct from other professional and technical institutions. The management also runs 250 other Govt. Aided and Self Financing type educational institutions in the state of Kerala. The various social service activities of the Religious Trust have greatly influenced the development of this institution.

MBCCET strongly believes that the goal of education is not to create mere graduates of younger generation only capable of understanding the language of machines. Education should help us to attain samskara-spiritual culture and human values also. Being an institution run by spiritual trust, the flavour and fanning of spiritual fragrance can be well visible in its actions. The institution believes that spirituality plays an important role in any education to mould the young students in a tender stage itself to become better human beings useful for the society and the nation. The institution focuses on providing high quality education by establishing effective teaching-learning practices with a deep unification of academics and spiritual values. **There is a chapel functioning inside the campus that facilitates the students for their spiritual well beings and classes that inculcate human values and moral esteem are conducted here**. The vision statement of the institution focuses on producing quality engineers who can meet the international standards with social commitment. The notion of "**social change through economic progress and economic progress through educating youth of the rural area"** have been used to shape the foundation of MBCCET. The academic and administrative system of MBCCET imparts technical education to create globally competent professionals making them realize the **Economy** of the nation by making them to learn **Engineering** with love for **Environment** and Nature.

One of the beautiful things which are to be highlighted is the locational advantage, pollution free atmosphere, greenery and natural beauty. This wonderful atmosphere and climate helps the students to go deep in their spiritual side which inturn helps their academics also.

While MBCCET give due importance to spirituality and ethical values in academics, the other initiatives the Institution put up to sink with academics are scribbled below:

- The primary objective of the institution is to provide superior knowledge in technology and giving our students a bright future laden with ethics and human values. The institution also aims at reviving the learning skills with a focus on demands of future, vitalizing teaching learning process, human values, and functional relationship with all the stakeholders for the holistic development of

the individual and society.

- To increase the **emotional Quotient** of the students and to balance their inner and outer mental state, **Heartfulness Meditation** is offered with the help of authorized trained practitioners.
- Orientation programs which emphasizes on **human values, professional ethics, self-respect, spirituality in education** etc are organized.
- **A serene, placid chapel oozing out sanctity and piety** is functioning inside the campus for students to perform their spiritual rituals.
- Every day our class starts with **Serenity prayer** for the wellbeing of all livelihoods in the universe. All students and staff join irrespective of religion, position and portfolio for the same.
- Each and every function in MBCCET, whatever small or big it is, it starts with **a prayer for invoking the presence of ultimate**. This culture gives awareness that the human potential without the divine source is infinitesimal.
- **MBCCET invites students and scholars/spiritual students from different countries** and thereby our students get opportunity to interact with them so that diversified culture, tradition and spiritual nomenclature can be understood.
- Institution gives due importance for maintaining self-discipline of students and academic discipline of the college. MBCCET believes that only a well-disciplined individual will have the "can do" attitude and can excel in their professional career thus contributing much to the society and the mankind.
- College **encourages to celebrate various religious and state festivals** such as Onam and Christmas thus giving due importance to all religious sectors.
- College promotes **'Swastika',**the National Level techno-cultural fest of MBCCET is a pride of ours. '**Thandava'**, the intra-departmental Arts Fest, encourages all students to participate and the diversified programs like technical, nontechnical, cultural events are conducted. The organizers always see to ensure that messages with values are disseminated to ponder upon ultimately.
- Scholarships worth two crore are awarded to meritorious students every year irrespective of cast, community and religion.
- The institution stands apart from all other colleges by setting the programme outcomes for making our students to grow into a technically qualified socially committed human being who can serve the society.
- The institution aims at instilling a sense of self-discipline and accountability among students and developing a respect for independent, ethical and right values.
- **Subjects like professional ethics, environment engineering**, **air pollution** etc. also help the students to be aware about human values, ethics and importance of environment around them.

File Description	Document
Any additional information	[View Document](#)

5. CONCLUSION

Additional Information :

General:

- Only one Private engineering college in the high range of Idukki district, catering many engineering aspirants of under privileged sector.
- **Co-operative society:** Functioning inside the campus with financial support from Govt. of Kerala.
- **Professional bodies** & **Student's chapters**:: IE(I), IETE, ISTE, IEEE, ASME, ACM and ICI are functioning.
- **Alumni:** Wide spectrum of International alumni with overseas alumni chapter
- **MOUs:** Total of 10 functional MOUs in which one International.
- **Scholarships:** More than 40% students are receiving scholarships/freeships form Management or Govt. bodies.
- **Consultancy wing:** Providing technical support to state and central Govt. projects, like Rebuild Kerala, PMGSY, PMAY etc.
- **Entrepreneurs :** Students became entrepreneurs with start-ups.

Awards:

- **Best NSS Unit Award** received from Directorate of Technical Education,.Govt. of Kerala in **2014**.
- **Best Private Institution award** for Agricultural Development by Department of Agriculture, Govt. of Kerala in 2016.
- Received appreciation for **Plastic waste management from 'Nishank'** an NGO.
- Received appreciation from **Peermade MLA** for the support provided to **Smart Peermade Integrated and Comprehensive Educational Society.**
- Hosted Many **National and International level** leadership and Motivational training programs.

Funds:

- Received grant of Rs. 2 lakhs for Innovation and Entrepreneurship Development Cell from Kerala Start up Mission.
- Received financial support from District Industries Centre (DIC), Govt.of Kerala for EDC.

Flood Relief Works:

- NSS Student volunteers participated in flood relief works and got appreciation from local bodies, District hospitals etc.
- Civil Engineering Department extended technical support in flood affecting areas and got appreciation from local bodies and District administration.

Student's Participation:

- **Smart Inda Hackathon 2018**: Students participated in Grand finale of smart Inda Hackathon 2018 conducted in Chennai.
- Received University Level Championship in Cricket, Basketball and Handball.

- **Young Innovator Programme-2019:** Six of our students are qualified to state level competitions after winning District level championship, organized by Govt. of Kerala.

Concluding Remarks :

MBCCET is the outcome of rigorous planning, focused vision and concepts, conceived and nestled by the **Malankara Orthodox Syrian Church, Religious Public Trust,** and committed to excellence in academics, research and governance with strong vision to create an educational revolution among the socially and educationally backward sectors of Kerala. The college is established with **three programs in the year 2001 and currently seven programs** are being offered. It is a residential campus with facility to accommodate all students and staff.

Curricular planning and implementation is done and monitored systematically. Curriculum is enriched with Technical Invited Talks, Seminars, Workshops and many, which make it flexible.

College follows a teaching learning process blend with innovative teaching and best practices. **IQAC** plays an important role for ensuring quality in all academic and infrastructure initiatives. **DQAC** extends all the supports to IQAC for quality assurance in departments.

Examination reforms and systems in the college are transparent and all continuous internal evaluation process is done as per affiliating university norms. Different grievance committee is in row to take care of examination related grievances.

A strategic plan for a span of **5 years** was set to enhance the institution to premier one. Focus is mainly on academic enrichment and infrastructure developments with different accreditations are aimed within the span.

College aims to impart high quality education to its students capable of addressing industry needs of today. Qualified faculty with PhD and vast experience are the strengths of Institution.

MBCCET has a dynamic PTA who contributes towards the development of the institution in various ways. PTA meetings are happening regularly. A **registered alumni** association (MBCCETAA) with members spread over different countries is set up. Alumni general body and department alumni meets are conducted every year.

Well facilitated h**ostels for girls and boys, systematic rainwater harvesting, water filter system, canteen, welfare society, green practices, regular green and energy audits, quarters for Principal and Staff, ATM Counter, Round the clock security** etc. are few highlights of MBCCET.

It gives immence pleasure to present this SSR of MBCCET to the NAAC for assessment and accreditation.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification
1.1.2	Number of certificate/diploma program introduced during the last five years 1.1.2.1. **Number of certificate/diploma programs introduced year-wise during the last five years** Answer before DVV Verification: 	2018-19	2017-18	2016-17	2015-16	2014-15
---	---	---	---	---
12	5	24	2	1 | Answer After DVV Verification : | 2018-19	2017-18	2016-17	2015-16	2014-15
---	---	---	---	---
12	5	24	2	1	
2.1.3	Average percentage of seats filled against seats reserved for various categories as per applicable reservation policy during the last five years 2.1.3.1. Number of actual students admitted from the reserved categories year-wise during the last five years Answer before DVV Verification: 	2018-19	2017-18	2016-17	2015-16	2014-15
---	---	---	---	---
53	50	101	81	47 | Answer After DVV Verification : | 2018-19	2017-18	2016-17	2015-16	2014-15
---	---	---	---	---
17	16	27	29	16	
2.3.3	Ratio of students to mentor for academic and stress related issues 2.3.3.1. Number of mentors Answer before DVV Verification : 59 Answer after DVV Verification: 59
2.4.4	Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years 2.4.4.1. Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years Answer before DVV Verification: 	2018-19	2017-18	2016-17	2015-16	2014-15
---	---	---	---	---	

6	5	0	4	1

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
3	4	0	1	1

2.4.5	Average percentage of full time teachers from other States against sanctioned posts during the last five years 2.4.5.1. Number of full time teachers from other states year-wise during the last five years Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
41	38	40	42	52

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
41	37	40	43	53

Remark : HEI input editted according to provided data.

2.6.3	Average pass percentage of Students 2.6.3.1. Total number of final year students who passed the examination conducted by Institution. Answer before DVV Verification : 82 2.6.3.2. Total number of final year students who appeared for the examination conducted by the institution Answer before DVV Verification : 212 Answer after DVV Verification: 213

3.3.4	Number of research papers per teacher in the Journals notified on UGC website during the last five years 3.3.4.1. Number of research papers in the Journals notified on UGC website during the last five years Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
91	26	13	18	21

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
91	26	13	18	21

3.4.3	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 last five years

3.4.3.1. Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
22	19	50	44	36

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
22	19	50	44	36

3.5.1	Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc during the last five years

3.5.1.1. Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
80	85	66	33	5

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
77	85	66	33	05

Remark : HEI input editted because permission granted from other institution only to be considered here.and mutually signed by two institution are considered.

4.2.3	Does the institution have the following:

1. e-journals

2. e-ShodhSindhu

3. Shodhganga Membership

4. e-books

5. Databases

	Answer before DVV Verification : A. Any 4 of the above Answer After DVV Verification: B. Any 3 of the above
5.2.3	Average percentage of students qualifying in State/ National/ International level examinations during the last five years (eg: NET/ SLET/ 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: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil services/ State government examinations) year-wise during the last five years Answer before DVV Verification: | 2018-19 | 2017-18 | 2016-17 | 2015-16 | 2014-15 | | 3 | 13 | 6 | 8 | 5 | Answer After DVV Verification : | 2018-19 | 2017-18 | 2016-17 | 2015-16 | 2014-15 | | 3 | 13 | 6 | 8 | 5 | 5.2.3.2. Number of students who have appeared for the exams year-wise during the last five years Answer before DVV Verification: | 2018-19 | 2017-18 | 2016-17 | 2015-16 | 2014-15 |
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) during the last five years. 5.3.1.1. 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-wise during the last five years Answer before DVV Verification: | 2018-19 | 2017-18 | 2016-17 | 2015-16 | 2014-15 | | 19 | 7 | 1 | 0 | 0 | Answer After DVV Verification : | 2018-19 | 2017-18 | 2016-17 | 2015-16 | 2014-15 | | 19 | 7 | 0 | 0 | 0 |
6.3.2	Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years 6.3.2.1. Number of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies year-wise during the last five years Answer before DVV Verification: | 2018-19 | 2017-18 | 2016-17 | 2015-16 | 2014-15 |

22	7	4	3	1

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
22	7	4	3	1

6.3.3	Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years 6.3.3.1. Total number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff year-wise during the last five years Answer before DVV Verification: TABLE1 Answer After DVV Verification : TABLE2
6.3.4	Average percentage of teachers attending professional development programs viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Program during the last five years 6.3.4.1. Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year-wise during the last five years Answer before DVV Verification: TABLE3 Answer After DVV Verification : TABLE4 Remark : HEI input editted according to provided information.more than one day programme are only to be considered here.hence,editted.
6.4.2	Funds / Grants received from non-government bodies, individuals, Philanthropists during the last five years (not covered in Criterion III) (INR in Lakhs) 6.4.2.1. Total Grants received from non-government bodies, individuals, philanthropists year-wise

TABLE1 (6.3.3.1 Answer before DVV Verification):

2018-19	2017-18	2016-17	2015-16	2014-15
13	4	8	1	0

TABLE2 (6.3.3.1 Answer After DVV Verification):

2018-19	2017-18	2016-17	2015-16	2014-15
13	4	8	0	0

TABLE3 (6.3.4.1 Answer before DVV Verification):

2018-19	2017-18	2016-17	2015-16	2014-15
53	46	40	17	5

TABLE4 (6.3.4.1 Answer After DVV Verification):

2018-19	2017-18	2016-17	2015-16	2014-15
21	41	26	11	5

during the last five years (INR in Lakhs)

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
2.56	0.47	1.72	0	0

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0.00	0.00	0.00	0	0

Remark : HEI input editted because there is no any supportive documents like letter indicating the grants/funds received by respective agency as stated in metric.hence,editted.

6.5.4	Quality assurance initiatives of the institution include:

1. Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements

2. Academic Administrative Audit (AAA) and initiation of follow up action

3. Participation in NIRF

4. ISO Certification

5. NBA or any other quality audit

Answer before DVV Verification : B. Any 3 of the above
Answer After DVV Verification: B. Any 3 of the above

7.1.10	Number of Specific initiatives to address locational advantages and disadvantages during the last five years 7.1.10.1. Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
7	2	4	7	3

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
4	2	3	5	3

Remark : HEI input editted because specific initiatives adressing metric requirement only to be considered here.

7.1.11	Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)

7.1.11.1. Number of initiatives taken to engage with and contribute to local community year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
9	4	1	3	2

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
9	4	1	3	2

2.Extended Profile Deviations

ID	Extended Questions
1.1	Number of courses offered by the institution across all programs during the last five years Answer before DVV Verification : 451 Answer after DVV Verification : 408