YEARLY STATUS REPORT - 2021-2022

Part A	
Data of the Institution	
1.Name of the Institution	MAR BASELIOS INSTITUTE OF TECHNOLOGY AND SCIENCE
• Name of the Head of the institution	Dr. P Sojan Lal
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	04852837807
• Mobile no	9446745380
• Registered e-mail	naac@mbits.ac.in
• Alternate e-mail	office@mbits.ac.in
• Address	Mar Baselios Institute of Technology and Science Nellimattom P. O., Kothamangalam, Ernakulam District.
• City/Town	Kothamangalam
• State/UT	Kerala
• Pin Code	686693
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Rural

• Financial Status	**Self-financing**
• Name of the Affiliating University	**APJ Abdul Kalam Technological University, Thiruvananthapuram, Kerala**
• Name of the IQAC Coordinator	**Dr. Solly George**
• Phone No.	**04852837807**
• Alternate phone No.	**04852837801**
• Mobile	**8943672581**
• IQAC e-mail address	**iqac@mbits.ac.in**
• Alternate Email address	**info@mbits.ac.in**
3.Website address (Web link of the AQAR (Previous Academic Year)	https://mbits.ac.in/wp-content/uploads/2023/04/AQAR_2020-2021.pdf
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://ktu.edu.in/eu/acd/academicRegulationsCalendar.htm

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B++**	**2.78**	**2020**	**14/02/2020**	**13/02/2025**

6.Date of Establishment of IQAC	**15/01/2014**

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Computer Science and Engineering	CERD PhD fellowship	KTU, Kerala	2022	300000
Civil Engineering	Road Asset Management for National & State Highways in Kerala	KSCSTE - NATPAC	2022	20250
Civil Engineering	Kerala State Spatial Data Information- MAAPATHON	Govt of Kerala	2022	50000

8.Whether composition of IQAC as per latest NAAC guidelines	Yes	
• Upload latest notification of formation of IQAC	View File	

9.No. of IQAC meetings held during the year	3	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes	
• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded	

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

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

* Conducted Orientation Programs for all Staff Members. * Conducted
3-day Motivational talk on 'Scale-Up' for students. * Intensified

the co-curricular and extracurricular activities through various cells, clubs and professional bodies. * Revamped the alumni involvement by starting the alumni chapters in 7 countries and took initiative to begin alumni lecture series. * Steps were taken to boost up the placements of students by giving additional aptitude & personal development trainings.

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

Plan of Action	Achievements/Outcomes
Make an assessment of various quality initiatives and activities held in the institution and ensure the quality sustenance and suggest improvement if any. (internal audit)	Internal audit for S2, S4 and S7 classes completed and the report was submitted to the principal.
Take a feedback on general functioning and facilities in the institution.	Prepared feedback form.
Give special attention to improve the academic results of all classes.	Conducted result analysis after University exam & Internal test results published. IQAC team visited all departments and directed to conduct remedial classes for supplementary papers during current semester and for regular exams during study leave with special time table.
Monitor the remedial classes and give suggestions if required.	Planning to take feedback on the effectiveness of remedial classes given after the Exams.
Encourage the students to participate in competitive examinations.	Conducted mock test for final year students and gave awareness session about GATE 2023 to S5 students.
Encourage the Placement Cell to have more number of placements.	Recruit a common staff for handling Skill Enhancement courses (Non-Credit courses) like Life Skills, Principles of Management, Professional Ethics,

	Professional Communication etc. so that he/she can help in placement activities also. Got 97 placement offers from 31 companies. Major companies are TCS, IBS, Wipro, UST, Sutherland, Hexaware etc.
Plan Value education classes in a systematic manner.	Conducted Motivational Talk on "Professional Challenges and Solutions" on 7th May 2022. Conducted a talk on "Importance of Moral values and ethics in students' life" on 13th July 2022.
Finalize the plan of actions of various cells and clubs for the next academic year including budget proposals.	Format of the Action Plan for various events and programmes was finalized and distributed to all departments/cells/clubs. Data in the format is being collected.
Take steps to give orientation sessions on various topics / practices to students, teachers and non-teaching staff.	In addition to the Induction Program as directed by KTU, special orientation program was given to all first year students. Gave motivational Talk on 'Scale Up' for S3 & S5 students. Conducted 3-day National FDP on 'Teaching Competencies for Self- Directed Learning' for faculty members in Higher Education Institutions in India. ERP (Elive) Awareness Program was conducted for newly joined faculty. Conducted Orientation program for all staff members including office staff members.
Give suggestions to improve the sports and games activities.	A new physical education teacher was appointed and house wise competitions are being conduced.
Address the recreational / welfare activities of the staff members with special attention	Christmas 2021 was celebrated colorfully. Benevolent fund was constituted incorporating

to overcome the mental trauma caused by the Covid-19 pandemic.	recreation activities and planning to conduct staff competitions and family get together.
Give suggestion to make the administrative office more effective and student friendly.	One new staff member was appointed in the administrative office and requested the Management to appoint more staff members. Recruited a Receptionist and an Attender for the smooth functioning of Administrative Office.
Fine tune the Outcome Based Education and accelerate the NBA accreditation process.	General orientation program on OBE was conducted and started the NBA accreditation process. Prequalifier format was distributed to all departments. Criteria wise committees were formed for all the departments to prepare SAR.
Focus on Environmental sustainability and Environment protection.	Campus cleaning was done with the help of NSS unit. Steps are being taken to install solar panels on the campus.
Conduct gender audit and green audit.	Gender audit is entrusted with Women cell of the institute and the Green audit is assigned to CE department as a student academic project.
Revamp Alumni activities.	Number of Alumni Memberships in IQAC has been increased. One alumni has joined in ME department as faculty member. The conduct of series of lectures by the alumni is underway.

13.Whether the AQAR was placed before statutory body?	Yes

- Name of the statutory body

Name	Date of meeting(s)
Planning and Monitoring Committee	**13/07/2023**

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2022	**13/03/2022**

15.Multidisciplinary / interdisciplinary

- **As a part of transforming the Institution to multidisciplinary/ Interdisciplinary, one full time research scholar is admitted in 2020 with a multidisciplinary research work, collaborating our institute and DRJ Telecom, USA.**
- **Two teams from multidiscipline (ME, ECE & CE) participated in AICTE MHRD Smart India Hackathon (SIH) in 2019 & 2020 and won first prize. Our Institute hosted the SIH in 2017 under Ministry of Tourism, Govt. of India. Additionally, 3 teams were selected upto the final round since 2017, under Ministry of Tourism, Govt. of India.**
- **Students are also doing Interdisciplinary electives and multidisciplinary projects during their final year. Detailed Project Report (DPR) for highly polluted 21 rivers in Kerala was successfully moderated by our Institute and our students prepared DPR for "Abatement of Polluted Stretches of River Muvattupuzha – Kaliyar River.**
- **A holistic and multidisciplinary education in the Institution is developed through the introduction of subjects like Life Skills, Professional communication, Constitution of India, Industrial Economics & Foreign Trade to develop personality by being aware of the self, connecting with others.**
- **Also Minor Courses allow a student to gain interdisciplinary experience and exposure to concepts and perspectives that may not be a part of their major degree programs. Upon completion of an Engineering Minor, a student will be better equipped to perform interdisciplinary research and will be better employable.**
- **23 students of our institute got 100% scholarship for interdisciplinary courses offered by ASAP, Government of Kerala .**

16.Academic bank of credits (ABC):

- **In view of NEP 2020 for the implementation of Academic bank of**

credits (ABC), the institution permitted thirteen students to transfer their credits to other universities in India.

- The faculty does the assessment of the students by giving individual / group assignments as open book, presentation on subject related topics, library assignments as pedagogical approaches within the approved framework.
- Steps are in progress to collaborate with the foreign universities.

17.Skill development:

- To strengthen the vocational education and soft skills of students in alignment with National Skills Qualifications Framework, discussions are progressing for the possibility for a triparty agreement with ASAP, Government of Kerala as supporting organization for certification, Infosys to conduct the course and MBITS as AICTE approved Institute.
- For providing value-based education, subjects like Professional Ethics, Life skills, Constitution of India are included in the curriculum.
- In addition to this, for inculcating positivity amongst the learners, the Institute organized talks on 'Moral values and ethics in Students life', 'Professional Challenges and Solutions for the whole staff'.
- The students of our Institute are doing certification courses such as NPTEL, SWAYAM etc. and students are certified.
- Pertaining to the skill development in view of NEP 2020, the institute conducted a basic vehicle repair tutorial exclusively for girl students. Also, for the staff & students of the Institute, a driving practice was started. Also a workshop was organised to demonstrate LED bulb making to ECE & EEE students.

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

- Institute has an active Yoga and Meditation club. Yoga club used to conduct Yoga training sessions for students and staff. Celebrates International Yoga Day every year.
- Also, Dance club of the institute promotes various traditional dance forms to impart awareness of Indian varied heritage.
- Institute celebrates the various regional and national festivals like Onam, Vishu, Holi etc. linked with Indian mythology.

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

- The curriculum is framed towards outcome-based education.

- A talk on "Importance of the Introduction of OBE & Attainment of Outcomes" was conducted for all teaching faculty.
- Three day Faculty Development Programme on Outcome Based Education (OBE) in Higher Education sector was also organised.
- Course outcomes are set for each course and the outcome attainment is verified through various assignments, tutorials and Internal Examinations and their questions are mapped to various course outcomes.

20.Distance education/online education:

- Digital training seems to be a viable response instead of classroom training for limiting the probabilities of any infection to staff, until the Covid 19 is under control.
- Education 4.0 Implementation Committee (E4IC) was formed for managing classrooms prior to all India lockdown in March 2020.
- Periodic online review conducted for mitigation of gaps.
- Created Learning Management System (LMS) using Google platform to administer all classes regularly, adhering to a special timetable for online.
- Best practices were shared many times with other institutes, Universities.
- Extensive use of virtual platforms for sharing knowledge through national and international webinars.
- More than 18000 participants from more than 2000 unique institutions participated in the webinar series.

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**277**

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

2.Student

2.1 Number of students during the year	**922**

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	115

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	315

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	92

File Description	Documents
Data Template	View File

3.2 Number of sanctioned posts during the year	90

File Description	Documents
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	39

4.2 Total expenditure excluding salary during the year (INR in lakhs)	538.73547

4.3 Total number of computers on campus for academic purposes	476

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The institute is affiliated to APJ Abdul Kalam Technological University and follows the university designed curriculum. The effective curriculum delivery is ensured through the following procedure:

- **Academic Committee Meeting: Principal, HODs and Deans meet either online or offline once in a week. HODs discuss their action plans to arrive an optimal and effective way of implementation of curriculum delivery.**
- **Department Staff Meeting: Department wise staff meetings are conducted either online or offline once in a week. Decisions in the Academic Committee meeting are conveyed to the faculty members. Suggestions from them are collected and formulated as action plans.**
- **Course Plan: Before the beginning of the semester a course plan is prepared for every course by the respective faculty and is approved by the HOD.**
- **Course File: Faculty members maintain a course file for all courses including laboratory courses.**
- **Course / Class Committee Meeting: Periodic Course / Class Committee Meeting with students' representatives are conducted either online or offline for the effective implementation of Course plan. Suggestions from students are also considered.**
- **Practical courses: Laboratory manual is prepared for all the experiments and is given to students. Detailed online or offlinelecture with demonstration of each experiment is conducted for students.**

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	**Nil**

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

- **The university prepares an academic calendar that specifies**

the duration of the semester, date of commencement and end date, examination dates etc.

- Based on the university academic calendar, a detailed academic calendar is prepared and published by the institute which includes internal test dates, remedial classes, extracurricular activities etc. All classes were conducted online or offline strictly following the academic calendar.
- Tutorials and Assignments: Tutorials and assignments are conducted regularly and effectively.
- Result Analysis: Proper evaluation of internal exams, tutorials and assignments are done by faculty members and are reviewed by the HOD.
- Remedial Classes: Remedial classes are arranged for weak students who show poor performance in internal examinations.
- Progress Report: Progress report of each student including internal exam marks and University results are available in Elive campus software.
- PTA meeting: PTA meeting is conducted in each semester and students' progress report is distributed to parents. Feedback from parents are collected and considered for the overall improvement.
- Feedback System: Timely feedback is obtained from the students, staff, training and placement cell and alumni. Measures are taken to do necessary changes by the IQAC.
- Course End Survey: To assess the effectiveness of curriculum delivery, course end survey is being conducted for all the courses and feedback is considered for further improvement.

File Description	Documents
Upload relevant supporting document	[View File]()
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in C. Any 2 of the above
following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

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

1.2 - Academic Flexibility

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

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

7

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

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

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

1

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

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

44

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

1.3 - Curriculum Enrichment

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

1. GENDER

Women Cell and Internal Compliance Committee of MBITS conducted various programs for girl students and ladies staffs like,

- **National webinar on "Menstrual Cup Awareness" on 11th September 2021**
- **Campaign on "Fighting Violence Against Girls and Women" on 8th December 2021**
- **Awareness program on "Personal Hygiene and Women Health" on 17th Decemeber 2021**
- **International Women's day celebration on 8th March 2022**
- **Basic vehicle repair tutorial "Mechanlia" on 13th May 2022**
- **Driving practice for MBITS students & staff etc.**

2. ENVIRONMENT AND SUSTAINABILITY

Courses relevant to Environment and Sustainability included in the curriculum are,

- **Sustainable Engineering**
- **Disaster Management**
- **Environmental Engineering**
- **Environmental Impact Assessment**
- **Industrial Safety Engineering**
- **Natural Disasters and Mitigation etc.**

NSS units of MBITS organized environment and sustainability related activities which includes,

- **Webinar on "Zero Waste in Retailing" on 3rd July 2021**
- **World Ozone Day celebration on 16th September 2021**
- **Cleaning program of Govt. LP School Varapetty on 2nd October**

2021 in connection with Azadi Ka Amrut Mahotsav-Swachch Paathashala
- Road safety pledge "Suraksha" on 15th January 2022 during National Road Safety week
- Canal cleaning activity at Pallarimangalam village on 2nd & 3rd May 2022 etc.

3. HUMAN VALUES AND PROFESSIONAL ETHICS

Courses relevant to Human values and Professional ethics included in the curriculum are

- Life Skills
- Professional Communication
- Design and Engineering
- Professional Ethics
- Constitution of India
- Industrial Economics & Foreign Trade
- Management for Engineers etc.

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

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

16

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

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

109

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

1.4 - Feedback System

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

A. All of the above

File Description	Documents
URL for stakeholder feedback report	<u>https://sites.google.com/mbits.ac.in/feedbacksystem/home</u>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<u>View File</u>
Any additional information	**No File Uploaded**

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

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

File Description	Documents
Upload any additional information	**No File Uploaded**
URL for feedback report	https://mbits.ac.in/wp-content/uploads/2023/04/ATR-based-on-feedback.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

162

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

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

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

14

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

2.2 - Catering to Student Diversity

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

The institution collects and analyses the previous academic reports of newly admitted students. Advanced and slow learners can easily be

categorized with these details. Induction programmes were arranged for familiarizing them to engineering and technological fields.

In the subsequent semesters the advanced and slow learners are identified by academic report, faculty feedback, classroom involvement and parent feedback.

Strategies for slow learners:

? Remedial classes with separate time table are conducted to clarify doubts and re-explain the topics.

? Mentoring sessions conducted in a friendly way to achieve their goals.

? Providing learning materials

? PTA meeting

Strategies for Advanced Learners:

? Intellectually stimulated with various advanced projects and challenging assignments.

? Encouraged to present/write research articles and to attend webinars which giving them an opportunity to interface with the academia/industry experts.

? They are usually made class representatives for proactive leadership.

? Encouraged to take honours and minor subjects in higher semesters.

? Motivated for preparing competitive examination like GATE

? Encourage to take up massive open online course (MOOC)

The above process brings out the improvement in results and pass percentage, quality of projects, placements and student's understanding in their chosen domain.

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

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

Number of Students	Number of Teachers
922	**92**

File Description	Documents
Any additional information	**No File Uploaded**

2.3 - Teaching- Learning Process

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

- **As per University instructions, students are bound to take MOOCs (Massive Open Online Courses) offered by premier institutions of the country.**
- **Activities are organized by the Institution of Engineers (India) under different student chapters.**
- **Participation in professional societal activities of IEEE is encouraged with membership campaigns.**
- **Periodical Guest lectures on topics relevant to employment skills by personnel from respective organizations / industry are conducted through webinars and seminars.**
- **Research oriented workshops including advanced concepts are provided at postgraduate level to understand the importance of pooling ideas and inter-disciplinary participative learning techniques.**
- **Practical courses are enriched by virtual labs in the curriculum.**
- **Project works involving latest technologies and use of advanced softwares like Ansys, CAD etc. are encouraged.**
- **Students are motivated to take up innovative projects and mini projects.**
- **A student's reflection on the experiential learning is assessed through field /internship reports, post visit Discussions and student presentations.**
- **To improve problem solving skills students from various departments in collaboration with ASAP Kerala.**

File Description	Documents
Upload any additional information	[View File](#)
Link for additional information	**Nil**

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

All the faculties use Laptop computers for preparing their notes and presentations. The use of digital platforms for the conduct of online tutorials, examinations is one of the best practices of MBITS. Even during the lockdown period, MBITS was quick enough to start online lectures. In fact not a single day's lectures were missed and MBITS started lectures online. Every faculty member used online applications without any trouble. MBITS faculties have been using Google Meet, Zoom and WebEx platforms for conducting online lectures for students flawlessly.

MBITS extensively uses an intranet platform, Elive, which includes attendance, assignment and test marks etc. Students of MBITS frequently use online resources such as E-journals on DELNET, IETE and subject presentations from National Digital Library. Students are motivated to refer to E-books for gaining additional knowledge. Since the new generation is more inclined to e-resources, it is convenient. One of MBITS' computer labs is equipped with a Smart board. Based on the need the smart board is used by all the faculty members. The versatility of smart boards makes it very convenient for the faculty as well as students.

File Description	Documents
Upload any additional information	[View File](#)
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	**No File Uploaded**

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

2.3.3.1 - Number of mentors

62

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

2.4 - Teacher Profile and Quality

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

92

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

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

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

7

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

646

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

2.5 - Evaluation Process and Reforms

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

- **The orientation programme is held at the beginning of the each academic year.**

- **The Examination Committee schedules and executes the evaluation process with the help of department coordinators.**

- **CCTV cameras are deployed at all class rooms for monitoring.**

- **The internal evaluation is done by class tutors in the mid and at the end of each semester.**

- **Distribution of marks is as follows :**

Test – 25, Attendance – 10, Assignments – 15, Total – 50 marks.

- **Basic criteria for internal assessment are made known to students through various sources.**

- **The results of each test are strictly declared within a week.**

- **After class tests, the students are provided with the answer-key and scheme of evaluation.**

- **Department meetings are conducted periodically to review the results after each class tests and at the end of each semester.**

- **The result analysis report for all the courses is displayed in e-live.**

- **The internal marks and attendance report at the end of each semester are periodically communicated.**

- **Transparency is maintained by teachers as they collaborate in a committee to assess every student.**

- **All the data are collected and stored in digital format for recovery or reference purpose.**

File Description	Documents
Any additional information	[View File]()
Link for additional information	**Nil**

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

At university level:-

1. The students are informed through e-live and notice board for on time registration of internal and university examinations.

2. Institute appoints internal squad during examination to avoid any type of misconduct.

Any act of indiscipline in examination found by invigilator will be referred to disciplinary action committee (DAC) through Principal. After enquiry, the DAC will recommend the course action to be taken by Principal. The report given by the DAC and action taken by the Principal will be intimated to the controller of examination of the university.

3. Chief Examiner, course in-charge along with course committee takes care of University evaluation grievances. The grievances if any are forwarded to the University for Further Process.

The process is as follows: When results are published students can apply for verification through Principal within one week. After re-verification revised marks if any, are notified to the students.

At institute Level

1. The concerned faculty scrutinizes grievances with reference to evaluation at the institute level and all queries are responded by the staff advisors of each class.

2. Grievances are also discussed in class/course committee.

3. All Grievances are handled by the Teachers, HODs and Principal.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

Programme outcomes for the UG and PG are specified by the AICTE and are set as it is. Every department has its own Programme Specific Outcomes formulated with due importance to the core areas. Course Outcomes for each course have been defined as per the syllabus given by the university. PSOs are limited to 3 or 4 and COS are limited to a maximum of 6.

Programme Outcomes (POs) are displayed on Notice board, Labs, Seminar Halls, Newsletters, brochures, websiteetc. Programme Specific Outcomes (PSOs) and Course Outcomes (COs) are stated and displayed on notice boards, class rooms, respective departments, laboratories, course file, tutorial book, Lab work book, website etc.

The PSOs of the Civil Engineering Department are attached herewith.

PSO1.Analyse, design and construct various civil engineering structures.

PSO2. Follow the economical, environmental and safety factors involved in the construction industry.

PSO3. Apply the state of the art modern tools for planning, designing, scheduling, execution and management of civil engineering projects.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	https://mbits.ac.in/academics/departments/civil-engineering/peo-po-pso-co/
Upload COs for all Programmes (exemplars from Glossary)	View File

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

As per the course objectives specified by the university, course outcomes are set and the course plan is designed. The course outcomes are prepared by the respective faculty members.

As per the university norms two internal assessments are conducted with first one containing 1 & 2 modules and second one containing 3 & 4 modules and evaluation is done.

Tutorials / assignments are also conducted for all the modules. The question papers for assessment are prepared based on course outcomes and incorporating Bloom's taxonomy.

Measurement of attainment of outcomes includes direct method of assessment and indirect method of assessment.

Direct method assessment is done based on the marks obtained by students of the whole class for a particular course. At the preliminary stage of attainment calculation the prepared COs for each course in the four year engineering degree program is mapped towards specified POs and PSOs with correlation levels ranges from 1 to 3; 1 being the low correlation, 2 being medium correlation and 3 being high correlation.

In indirect method a course end survey is being taken from students for each course. Based on the five point scale, attainment of each CO is calculated.

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

2.6.3 - Pass percentage of Students during the year

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

235

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

2.7 - Student Satisfaction Survey

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

https://mbits.ac.in/quality-assurance/naac/general/

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

3.7025

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

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

1

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

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

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

2

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

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

- Our innovation and entrepreneurship development cell (IEDC) has created an innovative ecosystem that enables our students to come up with innovative ideas.

- IEDC MBITS has conducted various programmes during 2021-22 academic year. This includes programmes in collaboration with IEDC of other institutes.

- The programmes conducted can be grouped as innovation phase, technology phase and entrepreneurship & business phase.

- The innovation phase includes Egenics ideathon, product

development workshop and orientation programmes.

- **In technology phase, Zygon hackathon, AR-VR workshop, i talk, Skill share workshops were conducted.**

- **An inter college mega project expo "Dextra" was also conducted to focus on interest, creativity and ethics.**

- **"Aurora", Hands on workshop on LED bulb circuit design, assembly and repair was conducted under technology phase.**

- **In entrepreneurship and business phase, a national level webinar on "Being better in business" was conducted which mainly focused on entrepreneurship development and business strategies.**

- **All the Executive committe members and more than 40 students participated in the IEDC SUMMIT 2022 hosted by St.Joseph's College ofEngineering and Technology, Palai on 5th March 2022.**

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://mbits.ac.in/professional-associations/iedc/

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

17

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

3.3 - Research Publications and Awards

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

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

1

File Description	Documents
URL to the research page on HEI website	https://mbits.ac.in/research-consultancy/research-scholars/
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

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

3

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

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

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

17

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

3.4 - Extension Activities

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

The institute organizes a number of extension activities to promote institute-neighborhood community to sensitize the students towards community needs. The students of our college actively participate in social service activities leading to their overall development. The college runs effectively National Service Scheme. Through this, the college undertakes various extension activities in the neighborhood community.

Several activities were carried out by NSS volunteers addressing social issues which include cleanliness, plantation of saplings, Shramdan, Social interaction, Environmental awareness, Women empowerment, National Integrity, Aids awareness, Blood donation camp, Health Awareness, Agricultural Programs.

All these mentioned activities have a positive impact on the students and it developed community relationship, leadership skill and self-confidence of students. It also helped in cultivating the hidden personality of students and created awareness among students.

File Description	Documents
Paste link for additional information	https://mbits.ac.in/professional-associations/nss/
Upload any additional information	View File

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

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

4

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

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

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

41

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

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

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

750

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

3.5 - Collaboration

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

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

78

File Description	Documents
e-copies of related Document	View File
Any additional information	**No File Uploaded**
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

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

19

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The vision of the management is to nurture a positive campus culture and equip the younger generation to take our nation forward. The Institution has a systematic approach in improvising infrastructure and learning resources to enhance the quality of education by providing effective teaching and learning through the feedback from the students, parents and the alumni.

Campus Infrastructure & Departments

- **Campus area - 10.52 acres of land**

- **Office administration,Civil Engineering, Mechanical Engineering,Electrical and Electronics Engineering&**

Electronics and Communication Engineering - housed in the Main Block

- **Computer Science and Engineering & the Science and Humanities Department - St. Thomas Block**

- **Classrooms - 34, of which 14 are ICT enabled**

Computer Facilities

- **The institution has 6 computer labs and a total of 476 PCs.**

- **Students are given basic training in computer education and are given access to the campus automation softwareE-live.**

Library

- **Area - 632 sqm**

- **Books - 20,410**

- **Rare books and journals, magazines and non-book materials - 71**

Hostel

- **Men's hostel - 44 rooms, can accommodate a total of 130 inmates**

- **Ladies hostel - 48 rooms, can accommodate a total of 144 inmates**

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

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

Mar Basil Group of Institutions has always encouraged and supported the co-curricular and extracurricular activities. Our Institute, one among the group, provides facilities not only for the academics but also for the overall improvement of the students. The Institute provides adequate facilities for indoor and outdoor games and encourages our college teams to be a part of the various sport activities organized in the state.

Cultural Activities

- RHYTHM, the Arts Fest of the college, encompasses a wide range of art genres.

Sports and Games

- The college has enough space for various sports and games activities

Facilities and Area

- Sports ground - 2700 sqm

- Badminton courts - 527 sqm

- Two volleyball courts - 360 sqm

- Basketball court - 527 sqm

Gymnasium and Yoga Center

- The college has a multi-gym and a range of free weights and aerobic equipments.

- Yoga training is arranged in the campus.

Clubs

- The college has an ENCON Club, Nature Club, Arts & Sports Club, Yoga Club etc.

- The ENCON club conducts various programs in collaboration with many companies.

Cafeteria

- **Area - 527sqm**

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://mbits.ac.in/facilities/

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

20

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	**Nil**
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	[View File](#)

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

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

53.69885

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

4.2 - Library as a Learning Resource

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

- **Name of ILMS software: KOHA**
- **Nature of automation (fully or partially): Partially**
- **Version: 19.05.04**
- **Year of Automation: 2010**

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional Information	https://mbits.ac.in/facilities/central-library/

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access to e-resources   **C. Any 2 of the above**

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

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

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

1.2477

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

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

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

51

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

4.3 - IT Infrastructure

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

- For the successful teaching-learning process, the college provides a good friendly atmosphere for both teachers and students. College need to ensure good infrastructure by utilizing those resources in high altitude.

- The college is enabled with uninterrupted internet facility around the campus which contains leased line as well as broadband. All computers are connected over LAN / WAN using Optical fibers and twisted pair cables networked over various buildings using latest networking devices.

- Latest security software suits, Symantec Endpoint Protection which consists of anti-malware, intrusion prevention and firewall features for server and desktop computers.

- Sophos firewall is used to guard internet security threats and controlling data to the internet which includes deep packet inspection, threat management, wireless networking, virtual private networking, network content filtering, application control etc.

- Enrollment for Education Solutions (EES) from Microsoft is an easy cost-effective licensing, which offer the institution with assured coverage of education platform products with one annual user count. The flexibility to add products in any quantity and access to productivity tool and student benefits all under a single, subscription agreement.

- **Printers and Wi-Fi access points are also installed at the office, library, staffrooms, laboratories, exam cell, hostel etc. Scanners and xeroxmachines are also available. Wi-Fi access points are provided in the campus to access the network through personal laptops, gadgets, mobility devices etc.**

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

4.3.2 - Number of Computers

476

File Description	Documents
Upload any additional information	**No File Uploaded**
List of Computers	[View File](#)

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	**No File Uploaded**
Details of available bandwidth of internet connection in the Institution	[View File](#)

4.4 - Maintenance of Campus Infrastructure

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

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

73.34869

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

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

The physical, academic and support facilities are well maintained using the budget allocated annually.

Laboratory

- **When there is major repair work, the purchase committee handles service and maintained.**
- **To avoid risk from virus legal antivirus is installed.**

Library

- **In order to provide suitable atmosphere for reading, tables and chairs are maintained.**
- **The maintenance and utilization of library includes maintenance of collections, bar-coding, repair and rebinding of damaged books.**

Classrooms

- **Institute provides a good physical environment in the form of desks, chairs, tables, instructional materials, proper lighting and ventilation.**
- **The servicing of the equipment/furniture in the class room are done.**
- **During the Covid 19 pandemic, virtual meet and google classrooms were utilized for smooth conduct of classes.**

Sports

- **Regular maintenance of play area is done on a regular basis under the supervision of Physical education faculty.**
- **Students use sports facilities for physical development and preparing for sport competitions.**

Canteen

- **The Institution runs a fully-fledged canteen under the supervision of college staff where hygienic food is provided.**
- **A new cafeteria started that will provide refreshment facilities to staff and students.**

Transportation

- **Transport in-charge is responsible for allotting the routes and maintains college vehicles and obtains necessary clearance certificates, insurance, and permits from the RTA.**

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://mbits.ac.in/facilities/

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

199

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

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

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the

institution / non- government agencies during the year

589

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

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

A. All of the above

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

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

246

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

170

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

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

A. All of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

170

File Description	Documents
Self-attested list of students placed	**No File Uploaded**
Upload any additional information	[View File](#)
Details of student placement during the year (Data Template)	[View File](#)

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

5.2.2.1 - Number of outgoing student progression to higher education

16

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

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

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

15

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

5.3 - Student Participation and Activities

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

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

0

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

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

During 2021-2022 Academic year, students had active participation in the following Academic and Administrative bodies / committees of the institution

- **College union,College council,IQAC,College sports council,Anti-Ragging Committee,Alumni Association,Training & Placement Cell,Departmental associations,Grievance & Redressal Cell for Staff & studentsand various other academic & administration committees of the college**

- **One boy representative and one girl representative are elected as Class Representatives (SR) from each class and a college union is formed from these SR .**

- **The Students' Representative(SR) addresses and represents students' views and grievances, and as a spokesperson, conveys these to the concerned authorities for discussion and amicable resolution. The SR provides valuable informal feedback regarding curriculum, teaching learning and evaluation process**

- **All programmes have class committees for each course that comprise of student members representing each class , along with faculty members nominated by the Head of the Department, other than the course teacher. The Class Committees provide feedback on all aspects of the programme and respective course. Class Committee Meetings are held regularly, at least twice in each semester.**

- **Students have strong representations in all cultural and**

sports and games committees and help in organization and management of events.

- **Students provide strong support in the administration and management of hostel affairs. Each hostel has a Captain, Vice-Captain, Mess Committee, Cultural Committee, Sports Committee and Cleanliness Committee.**

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

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

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

29

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

5.4 - Alumni Engagement

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

The college has a registered alumni unit (MBITSAA) with registration number EKM/TC/408/2019.

Objectives of alumni association

- **To make the alumni of MBITS stand together to achieve their goals.**

- To utilize the experience, wisdom, ability and spare time of former students of MBITS for the benefit of the weaker section of the society.

- To enhance and develop various facilities inside the campus.

Contribution Of Alumni Association

- The alumni form the major strength of an institution. MBITS started in the year 2009 and the first batch of students passed out in the month of May 2013.

- An executive committee was constituted in the year 2013 with Principal Dr. M M Paulose as the president and Asst Prof Nidheesh Eldho Baby as the secretary.

- Association meets twice in an academic year as it is the flag bearer of the developments in the institution.

- A bank account was opened to receive monetary contributions and do creative spending in a systematic way.

- The most important contribution of the alumni association is that the members share their experience with their junior students.

- The main focus is on acquiring a job and working in diverse job environments including working out of state, abroad and working in a company handling different portfolios.

- The alumni identified that physical fitness and personality development were very important in addition to subject knowledge in performing well in a job. To fulfill this they came forward to start a gymnasium in the college.

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

5.4.2 - Alumni contribution during the year   D. 1 Lakhs - 3Lakhs

(INR in Lakhs)

File Description	Documents
Upload any additional information	[View File](#)

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

```
Vision:
```

- ```
  To nurture a positive campus culture and equip the younger
  generation to take our nation forward.
  ```

```
Mission:
```

- ```
  To provide graduate level technical education in the existing
  or conventional branches as well as newly emerging fields.
  ```

- ```
  To build up a center of technical excellence for post graduate
  studies and research in all fields of human endeavor.
  ```

- ```
  To help the youth of rural agricultural background to change
  with times, and join the mainstream of industrial growth and
  information technology.
  ```

- ```
  To impart ethical values of our Indian tradition to the future
  generation
  ```

```
Upholding the motto 'Wisdom Crowns Knowledge', we provide quality
higher education at par with international standards.
```

```
Our mission aims to provide graduate level technical education in
the existing and newly emerging fields.
```

```
As per the mission to help the youth from the rural agricultural
background to change with times and to join the mainstream of
industrial growth and information technology, the board of directors
selected a rural area for this institution.
```

```
Various central government programmes like DDU-GKY (Deen Dayal
Upadhyaya Grameen Kaushalya Yojana), ASAP (Additional Skill
```

Acquisition Programme) are being organised in this institute.

Our institute imparts ethical values of Indian tradition to the future generation through activities like Community Service & emergency services in times of distress and by providing technical backup for the needy.

File Description	Documents
Paste link for additional information	https://mbits.ac.in/about-us/
Upload any additional information	View File

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

KARNAK'22 was amongst the most awaited techno-cultural event being organized by MBITS. KARNAK'22 was conducted as a 6-day event that featured music, dance, arts, cultural and technical events. Various eminent personalities (Mr. Shiyas Kareem, Ms. Malavika CMenon and Ms. Osho Jimmy) graced the occasion. Talented Students from the various colleges and University as well as the students from the prestigious Institutions of Kerala participated in the wide ranging events with great optimism and enthusiasm.

It was conducted on 16th, 17th & 18th of May 2022, and was inaugurated by Adv. AJayashankar. MBITS students conducted the inter-college tech, sports and arts festival. Various colleges participated in the inter-college dance fest - THANDAV, football fest - AGNI, Short Film Competition – RAGAM and fashion show - ANOKHI. The inaugural function was held at 17th May at 3.00 PM. Sri. C A Kunjachan, Secretary, MBITS, Rev. Fr. Jose Parathuvayalil, Vicar Mar Thoma Cheria Pally, P VPaulose, Chairman MBITS, felicitated the function.

The First prize winner of THANDAV was College of Engineering, Trivandram. Winners of ANOKHI were St.Theresa's college, Ernakulamand AGNI - College of Engineering, Kidangoor. DJ by college student Steve Manuel Jomi(S4 ECE) and Band (Pagli) added vivacity to the occasion.

File Description	Documents
Paste link for additional information	https://mbits.ac.in/campus-life/tech-fest-karnak/
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The development of the college is a constant ongoing process. At every step, the management strives to improve. This is made possible with the help of perspective/strategic plans that chalk out the necessary actions to be taken to grow and develop. The first step towards any real progress is brainstorming ideas. All stake holders of the institution are involved in the process. Their inputs and suggestions are considered while developing the strategic plan.

The tasks are divided based on their merit and the facilities to fulfill them into three major categories. These are formulated as lists under one year plans, five year plans and ten year plans. Each department has progress to make, which is why every department makes its suggestion to improve the quality of the college. Once the plans are approved by higher authority, every department is instructed to work on their strategic plan to achieve their goal. Constant support from the corresponding departments is offered alongside.

The Institute has following Perspective/Strategic plans:

- **Setting up business activity in collaboration with industry & business.**
- **Setting up research center in each domain of engineering programme.**
- **Collaboration with research institutes nationally & internationally.**
- **Development of Technology search center.**
- **Establishment of blended & digital platform for quality in education.**
- **Accreditation of the institute (ISO-NAAC-NBA-).**
- **100% placement.**

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://mbits.ac.in/wp-content/uploads/2023/04/Strategic_Plan_and_Deployment.pdf
Upload any additional information	No File Uploaded

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

Mar Baselios Institute of Technology and Science (MBITS) is one among the seven ventures under Mar Basil Group of Institutions. The administrative management is controlled by the Board of Directors. The Board of Directors includes Chairman, Secretary and Treasurer, in addition to other six board members. The Advisory Board consists of highly experienced academicians and professionals. Decisions like introduction of new courses, development of infrastructure facilities and other initiatives for improvement of the institution are taken by the governing body. Governing body is the ultimate authority for any decision in the institution. Administrative set up of the institution is as per the organization chart. Governing bodyof the institute is headed by the Chairman. Principal is the academic and administrative head of the institution. Service rules have been formulated as per the guidelines of competent authorities like affiliating university and AICTE. The selection of staff to all posts are done by a six-member selection board elected by the parish members from time to time. The representatives of the institution and subject experts are also included in the respective selection committee at the time of interview. Yearly appraisal policy exists for promotion of the staff.

File Description	Documents
Paste link for additional information	https://mbits.ac.in/about-us/management/
Link to Organogram of the institution webpage	https://mbits.ac.in/wp-content/uploads/2023/04/Organogram_of_the_Institution.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in   A. All of the above

areas of operation Administration Finance and Accounts Student Admission and Support Examination

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

6.3 - Faculty Empowerment Strategies

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

Welfare measures for the employee's include provision for various facilities and amenities in and around the workplace for the betterment of their lives. Employees are the most important asset of an organization and so the institution always gives importance andsupport to them.

Welfare measures for teaching staff

• As motivation, financial aids and duty leaves are provided to attend National / International conferences, workshops, FDPs etc.

• Encourage faculties to pursue PhD by giving adequate support.

• Personal accident insurance schemes were taken for all employees of the institution.

• Financial support is provided for the family on the sudden demise of our driver.

• Festival allowance is given to all staff members in the month of October for celebrating Mar Basil Day.

• Transportation facilities are provided for those who are living in the outskirts of the town.

• Maternity leave is provided.

- **Compensatory off is provided for all extra duties taken by employees.**

- **After completion of an academic year employees can avail one month vacation leave with pay.**

Welfare measures for non-teaching staff

- **Employee Provident Fund (EPF), accidental health insurance and ESI are provided.**

- **Maternity leave is provided**

- **Treatment aid, transportation facility, vacation leave, festival allowance and compensatory off are provided for the non-teaching staff also.**

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	<u>View File</u>

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

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

4

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

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

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

16

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

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

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

75

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

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

The self-appraisal system of this institute covers all aspects of academics, administrative and research activities of staff. It is a part of continuing professional development or career advancement.

Evaluation of faculty is done for 3 categories

- Teaching, learning & evaluation related Strategies

- Co-Curricular/Extension/Professional Development

- Research and Academic Contributions.

The teaching, learning & evaluation related Strategies are calculated by

- Lectures, Lab, Contact Hours/University results

- Reading/Instructional material provided, Use of additional knowledge resources for subject enrichment

- Use of participatory and innovative teaching learning methodologies

- Examination duties

Co-Curricular/Extension/Professional Development activities are calculated using

- Co-Curricular Activities and Extension Activities /Institutional Responsibilities and Contribution To Corporate Life

- Departmental Responsibilities/Professional Responsibilities/ Training Programmes

Research and Academic Contributions are calculated using following categories

- Papers in Journals

- Papers in Conference Proceedings

- FDPs attended

- Papers presented in Conferences/Seminars

From all the criteria, an Academic Performance Index (API) score is secured. The completed form is signed by the Head of the Department and then submitted to the principal for further review.

Evaluation of non teaching faculty is done for 5 categories :

- Laboratory Assisting Performance

- **Assistance in Value Added Courses organized**

- **Assistance for Projects by the Department**

- **Academic Upgradation**

- **Administrative Support**

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	<u>View File</u>

6.4 - Financial Management and Resource Mobilization

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

- **The Institute is managed by Mar Baselios Educational and Charitable Trust(MBECT), which is functioning under the auspices of Mar Thoma Cheria Pally, Kothamangalam**

- **The financial accounts of the institute are audited by a statutory auditor regularly on an annual basis from its inception in the year 2009.**

- **The anomalies; if any; pointed out by the auditor are attended to and rectified during the course of the auditing itself.**

- **Besides the statutory audit, the Management conducts internal auditing from their side on an annual basis.**

- **Reports are placed before the annual general meeting of the church, Mar Thoma Cheria Pally and deliberated extensively.**

- **Corrective actions are taken as per the directions issued from the Managing Committee of the Church.**

- **Internal Audits of various cells including NSS, EDC etc. are performed by the staff in charge of internal audit**

periodically.

- Reports are submitted to the corresponding authorities before the external audit.

- The copy of the internal audit report covering all matters related to maintenance of the account is preserved.

- External audit report and its findings are submitted to the management.

- The audit report is consolidated and the annual return is submitted to the Income Tax department.

- It is pertinent to state that the Trust (MBECT) has been granted registration under section 10(23C) and section 12A of the Income Tax Act.

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

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

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

123.75362

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

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

Mobilization:

- **Fee collections:**

50% of the sanctioned intake will be allotted by the Commissioner for Entrance Examination. Remaining 50% seats will be filled up by the management, under management quota from the application received at the college office.

- **Term Loan and Hire Purchase Loans:**

Institute is availing Loans from banks at reduced rate of interest by maintaining the liquidity, sound DSCR and Debt Equity Ratios.

- **Online Examinations:**

Our institution has been identified as a centre for various online examinations like GRE, NEET, GATE, CAT , RRB and JEE etc. Payments are received for conducting the same.

- **Corpus Donation of Trust and Trust Contribution:**

MBCET gets corpus donations from well-wishers, corporates and philanthropists.

- **Funds Received from Govt. and Non Govt. Bodies**

Institute receives funds from various Govt. and Non Govt. bodies like AICTE, NATPAC etc.

- **Alumni Contributions:**

Contributions of the Alumni are utilized for student development and welfare activities.

- **Consultancy Services:**

The Research & Consultancy cell of our institute receives payments for providing consultancy services to public and private undertakings.

Optimal Utilization:

- **Recurring Expenses**

The fee collected is utilized to meet the recurring expenses such as Salary, Academic activities, loan repayments etc.

- **Infrastructural Development and Facility Enhancement**

- **Maintenance**

- **Upgradation of Lab facilities**

- **Maintenance of Transportation facilities**

- **Conducting Seminars, Conferences and Faculty Development Programmes**

- **Purchase of Text books and Subscription of journals for Library**

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	<u>View File</u>

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

- **Under the directions of the IQA cell, various engineering departments were instructed to organize seminars, FDPsand other sessions.**
- **As a result, the Electrical & Electronics Engineering, Civil Engineering, Mechanical Engineering, Computer Science & Engineeringand Electronics & Communication Engineering departments conducted webinarsand participation certificates were issued.**
- **The cell also monitors the progress of the activities to make sure that the quality of the program is not compromised.**
- **Quality assurance programs like ERP awareness for newly joined staff, organized by the IQA cell indicate the continuous strive for excellence.**
- **Each department has an internal evaluator who will be monitoring the process of selection of papers, transparency in fund managementetc.**
- **The cell also arranges awareness classes for the students and staff to convey to them the need for technical conferences and FDP.**

File Description	Documents
Paste link for additional information	<u>https://mbits.ac.in/quality-assurance/iqac/iqac-quality-initiatives/</u>
Upload any additional information	<u>View File</u>

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

- **The institution constantly reviews its teaching-learning process, structures & methodologies of operations and learning outcomes at periodic intervals by suitable strategies like**

collecting student feedback forms for assessing a faculty in terms of his/her academic capability and lecture delivery.

- The institution heads periodically meet up to evaluate the performance of each staff separately concerning their university results.
- Many students require support to meet the objectives of the prescribed curriculum. This support may be in the form of changes in teaching strategies, approachesor materials and may require the support of resource and/or special education teachers.
- Students should also be given the opportunity for self-assessment and be encouraged to evaluate their habits, attitudesand behaviors concerning personal growth and academic well-being.
- Tutorial classes and remedial sessions are typical examples of keeping track of the academic progress of students.

File Description	Documents
Paste link for additional information	https://mbits.ac.in/quality-assurance/iqac/
Upload any additional information	View File

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

A. All of the above

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

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

At Mar Baselios Institute of Technology and Science equal opportunities are provided to all individuals irrespective of gender, race, caste, religionor other status.

Safety and Security:

- Precautions have been taken in the campus, canteen, library, and college bus to ensure safety of the students.

- Provided CCTV Surveillance throughout the campus security purpose.

- Faculty members ensure that all girl students leave the campus after remedial classes and cultural events arranged at night.

- College provides separate hostels for girls and boys within the campus.

Curricular and co-curricular activities:

- Women Cell organizes activities for girl students.

- College has constituted an internal complaints committee for handling complaints regarding sexual harassment

- Anti-ragging cell of MBITS conducts awareness sessions for students on a regular basis.

- Every year the college conducts Arts and Sports, in which all the students get equal opportunities based on gender.

- Anti-narcotic cell conducts random search in hostels.

Counselling:

- Counsellor is available male and female students and staff for academic and other issues/problems.

- Mentor - Mentee system is adopted as the first step towards

confidence building among the students.

The institution constituted the following committees as per norms laid by University/UGC:

- **Institution Grievance Redressal Committee**

- **Anti-Ragging, Sexual harassment prevention cell**

- **Students' Disciplinary Committee**

- **SC/ST Students Welfare Committee**

- **Anti-Narcotic cell**

File Description	Documents
Annual gender sensitization action plan	https://mbits.ac.in/quality-assurance/naac/general/
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://mbits.ac.in/wp-content/uploads/2023/04/Specific_facilities_provided_for_women.pdf

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

B. Any 3 of the above

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

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

Hazardous chemicals and radioactive waste management

- Provided separate dust bins for biodegradable and plastic wastes.

- Waste from classrooms and staff rooms are cleared on regular interval.

- Single sided papers are reused for taking photocopies on a large scale.

- Plastic waste is collected and given to vendors on a regular basis.

- Metal and wooden waste of laboratories are stored and sold to authorised scrap agents.

- Incinerator is installed for burning non-hazardous waste

- Biogas plant is implemented to produce energy and dispose nonhazardous solid and liquid waste.

- Ensure to avoid water leakage in taps and pipes. Physical presence of pumping authority all the time is assured.

- Waste water is used for horticulture.

- Rain water in the initial rainy period seems to be a waste and it is directed to a pit near the well which further improves the groundwater.

- E-waste from labs is properly collected and is given to a licensed recycler, reusing the parts whichever is possible.

- E-waste collected at the site is transferred for wiping or recycling to the local vendor.

- Students are encouraged to dispose of the e-waste at the collection centre.

- Display boards for awareness of waste management are placed in various parts of the campus.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	[View File](#)
Geo tagged photographs of the facilities	[View File](#)

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

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	[View File](#)
Any other relevant information	**No File Uploaded**

7.1.5 - Green campus initiatives include

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

A. Any 4 or All of the above

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

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

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

7.1.6.1 - The institutional environment and

C. Any 2 of the above

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

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

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

A. Any 4 or all of the above

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

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

- MBITS, as a minority institution values inclusionary practices at multiple levels including its admission policy, where students from diverse cultures are admitted.
- Festivals like Onam, Christmas, Holi etc. are celebrated ensuring communal harmony.
- We celebrate and protect cultural, regional, linguistic, communal, socio-economic and sexual diversities through various club activities viz dance club, music club, film club, debate and Quiz club, Math-Science clubetc.
- MBITS women's cell organizes many awareness programmes for girls. A national webinar on "Menstrual Cup Awareness" was conducted on September 11, 2021. An awareness program on "Personal Hygiene and Women Health" was conducted on December 17, 2021.
- Karnak 2k22, the Arts-Tech-Sports fest is being conducted from 16th to 18th May 2022 to acquaint the upcoming engineers with the variety of arts, technical and sports events. Thandav 2k22, the intercollege dance festival hosted by MBITS added to its versatility and color.
- MBITS empowers people from marginalized segments through creating livelihood opportunities towards achieving sustainable development for themselves and their communities.We undertake many rural upliftment programmes like Deen Dayal Upadhyaya Grameen Kaushalya Yogana (DDU-GKY) in this regard .
- We also offer an Additional Skill Acquisition Programme (ASAP) for our students free of cost. ASAP is offering Google's Associate Cloud Engineering Certificate Course.
- The college time table has two hours noon interval on Fridays to support students from Muslim community to attend prayers.
- Remedial classes and foundation programmes are conducted for low achievers.

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

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

- MBITS has been committed to educating our students as

constitutionally aware citizens sensitized to their Fundamental Rights and Duties. Various programmes and activities are organized by the college in this regard.

- 31st October, birth anniversary of Sardar Vallabhai Patel is observed as National Unity Day to foster and reinforce our dedication to preserve and strengthen the unity, integrity and security of our nation. A pledge taking ceremony was done in the college in this regard.
- Republic day and independence day are celebrated every year and this helps in creating the spirit of patriotism .
- Various talks on human values are included in the first year induction programme.
- The course HUT 200 PROFESSIONAL ETHICS in the curriculum includes topics like human values, engineering ethics, professionalism etc.
- MBITS has two active National Service Scheme (NSS) units where students engage in community service programmes which help in creating a 'sense of patriotic commitment' for national development.
- The Narcotics Control Bureau in association with NSS units has taken the 'Say Yes to Life, No to Drugs' pledge on 9th January 2022. An anti-drug awareness programme was also conducted on 23rd March 2022.
- The NSS units developed a mobile application for blood donation named JIVANA and also conducted blood donation camps.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://mbits.ac.in/quality-assurance/naac/general/
Any other relevant information	https://mbits.ac.in/professional-associations/nss/

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

B. Any 3 of the above

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

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

- **Commemorating days, events and festivals of national importance honors the great heritage of India.**
- **Every year we are hoisting flags and taking oaths in connection with Independence day and Republic day.**
- **Festivals like Onam, Holi and Christmas are celebrated every year.**
- **The Math-Science club of MBITS conducted an essay writing competition on the topic 'Science and Technology for Sustainable future' in reference to the National Science Day (February 28, 2022).**
- **The students of MBITS have organized an LED workshop "AURORA" as part of the celebration of International Day of Light on 16th May 2022.**
- **International Women's Day is celebrated on March 8th as a focal point in the movement for women's rights.**
- **World Environment Day is celebrated on 5th June 2021 by planting trees in the home premises .**
- **International Yoga Day is celebrated on 21st June 2021 which carried the theme'Yoga for well-being'.**
- **International Plastic Free Day is celebrated on 3rd July 2021. The NSS unit of MBITS took the initiative by conducting the webinar "Nasha Mukt Bharat Abhiyan ".**
- **Teacher's Day is celebrated on 5th September every year for honoring the teachers.**
- **September 15, the birthday of Dr. M Vishweshwaraiah is observed as Engineer's Day. The IEI students' chapter of MBITS conducted a webinar on "Engineers for skill development in combating covid" in 2021 .**

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

7.2 - Best Practices

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

Best Practice – 1

Title of the Practice: Employability Enhancement

Objectives of the Practice

- **To make our students employable immediately after graduation.**

The Context

- **It is necessary that the student attains requisite knowledge in his/her branch of engineering as well as possess adequate soft skills and programming ability to become employable.**

The Practice

- **Guest lectures, certificationand training programs are arranged for specific subjects in every branch of engineering.**

Evidence of Success

- **Numbers of students placed in the year 2021-2022 is 170.**

- **The number of students appearing in state/national/international level examinations has also increased.**

Problems Encountered and Resources Required

- **Appropriate new techniques are to be adopted for improving communication skills for acquiring better placements**

Best Practice – 2

Title of the Practice: The Institute Level Scholarship System

Objectives of the practice

- **To provide support for financially backward students.**

The Context

- **Our scholarship is a support for those who are not eligible for the sponsorship provided by the central and state governments**

The Practice

- **In the year 2021-2022, a total amount of Rs. 1,12,81250/- has been provided which is benefitted by 589 students.**

Evidence of Success

- **The scholarship system has been functional for a long period of time and has been a motivational factor for many of the students for actively participating in curricular and co-curricular activities.**

Problems Encountered and Resources Required

- **Many students, who are eligible for scholarship are not aware of it**

- **Lack of guidance to prepare for competitive exams makes student ineligible for scholarships**

File Description	Documents
Best practices in the Institutional website	https://mbits.ac.in/quality-assurance/naac/general/
Any other relevant information	https://mbits.ac.in/placement/

7.3 - Institutional Distinctiveness

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

- Mar Baselios Institute of Technology and Science continued with its sincere efforts in conducting webinars online with the objective of making social impact by knowledge sharing.
- Several webinars were conducted in partnership with industry, academia, government departments and corporates in India and abroad.
- Webinars were streamed in multiple platforms like Zoom, Facebook, WebEx to reach out to maximum number of people.
- Participants were from almost all states of India and countries like USA, Canada, Middle East and Africa.
- Eminent people like Vice chancellors, Government officials, Ministries, MNC companies, Academicians, Government bodies participated along with faculties of IITs, NITs, private colleges, research scholars, industry professionals and students.
- Webinars covered diverse areas such as Professional challenges and solutions, keeping us our food and vaccination cool, Kerala engineering graduates association of North America, engineers for skill development and employment in combating covid, networking through linkedin, menstrual cup awareness, awareness program on NDLI and NDLI club, being better in business, NEP south India's plenary session, teaching competencies for self directed learning, nashamuktbharatabhiyan, new digital literacy initiative, an insight into new education policy (NEP) 2020, facebook marketing.
- MBITS conducted 48 national and international webinars in the 2021-22 period attended by about 17000 participants from 1800 institutions.
- The institution was listed in the New code of education compendium 2022 successively for the second year by Wheebox and received Edufuture excellence national award in 2022 under the category outstanding innovation by engineering institute by Zee media.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The institute is affiliated to APJ Abdul Kalam Technological University and follows the university designed curriculum. The effective curriculum delivery is ensured through the following procedure:

- **Academic Committee Meeting: Principal, HODs and Deans meet either online or offline once in a week. HODs discuss their action plans to arrive an optimal and effective way of implementation of curriculum delivery.**
- **Department Staff Meeting: Department wise staff meetings are conducted either online or offline once in a week. Decisions in the Academic Committee meeting are conveyed to the faculty members. Suggestions from them are collected and formulated as action plans.**
- **Course Plan: Before the beginning of the semester a course plan is prepared for every course by the respective faculty and is approved by the HOD.**
- **Course File: Faculty members maintain a course file for all courses including laboratory courses.**
- **Course / Class Committee Meeting: Periodic Course / Class Committee Meeting with students' representatives are conducted either online or offline for the effective implementation of Course plan. Suggestions from students are also considered.**
- **Practical courses: Laboratory manual is prepared for all the experiments and is given to students. Detailed online or offlinelecture with demonstration of each experiment is conducted for students.**

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	**Nil**

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

- **The university prepares an academic calendar that specifies the duration of the semester, date of commencement and end date, examination dates etc.**
- **Based on the university academic calendar, a detailed academic calendar is prepared and published by the institute which includes internal test dates, remedial classes, extracurricular activities etc. All classes were conducted online or offline strictly following the academic calendar.**
- **Tutorials and Assignments: Tutorials and assignments are conducted regularly and effectively.**
- **Result Analysis: Proper evaluation of internal exams, tutorials and assignments are done by faculty members and are reviewed by the HOD.**
- **Remedial Classes: Remedial classes are arranged for weak students who show poor performance in internal examinations.**
- **Progress Report: Progress report of each student including internal exam marks and University results are available in Elive campus software.**
- **PTA meeting: PTA meeting is conducted in each semester and students' progress report is distributed to parents. Feedback from parents are collected and considered for the overall improvement.**
- **Feedback System: Timely feedback is obtained from the students, staff, training and placement cell and alumni. Measures are taken to do necessary changes by the IQAC.**
- **Course End Survey: To assess the effectiveness of curriculum delivery, course end survey is being conducted for all the courses and feedback is considered for further improvement.**

File Description	Documents
Upload relevant supporting document	[View File]()
Link for Additional information	**Nil**

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for

C. Any 2 of the above

UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	

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

1.2 - Academic Flexibility

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

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

7

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

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

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

1

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

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

number of students during the year

44

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

1.3 - Curriculum Enrichment

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

1. GENDER

Women Cell and Internal Compliance Committee of MBITS conducted various programs for girl students and ladies staffs like,

- National webinar on "Menstrual Cup Awareness" on 11th September 2021
- Campaign on "Fighting Violence Against Girls and Women" on 8th December 2021
- Awareness program on "Personal Hygiene and Women Health" on 17th Decemeber 2021
- International Women's day celebration on 8th March 2022
- Basic vehicle repair tutorial "Mechanlia" on 13th May 2022
- Driving practice for MBITS students & staff etc.

2. ENVIRONMENT AND SUSTAINABILITY

Courses relevant to Environment and Sustainability included in the curriculum are,

- Sustainable Engineering
- Disaster Management
- Environmental Engineering
- Environmental Impact Assessment
- Industrial Safety Engineering
- Natural Disasters and Mitigation etc.

NSS units of MBITS organized environment and sustainability related activities which includes,

- **Webinar on "Zero Waste in Retailing" on 3rd July 2021**
- **World Ozone Day celebration on 16th September 2021**
- **Cleaning program of Govt. LP School Varapetty on 2nd October 2021 in connection with Azadi Ka Amrut Mahotsav-Swachch Paathashala**
- **Road safety pledge"Suraksha" on 15th January 2022 during National Road Safety week**
- **Canal cleaning activity at Pallarimangalam village on 2nd & 3rd May 2022 etc.**

3. HUMAN VALUES AND PROFESSIONAL ETHICS

Courses relevant to Human values and Professional ethics included in the curriculum are

- **Life Skills**
- **Professional Communication**
- **Design and Engineering**
- **Professional Ethics**
- **Constitution of India**
- **Industrial Economics & Foreign Trade**
- **Management for Engineers etc.**

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

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

16

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

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

109

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

1.4 - Feedback System

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

File Description	Documents
URL for stakeholder feedback report	https://sites.google.com/mbits.ac.in/feedbacksystem/home
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	[View File](#)
Any additional information	**No File Uploaded**

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

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://mbits.ac.in/wp-content/uploads/2023/04/ATR-based-on-feedback.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

162

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

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

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

14

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

2.2 - Catering to Student Diversity

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

The institution collects and analyses the previous academic reports of newly admitted students. Advanced and slow learners

can easily be categorized with these details. Induction programmes were arranged for familiarizing them to engineering and technological fields.

In the subsequent semesters the advanced and slow learners are identified by academic report, faculty feedback, classroom involvement and parent feedback.

Strategies for slow learners:

? Remedial classes with separate time table are conducted to clarify doubts and re-explain the topics.

? Mentoring sessions conducted in a friendly way to achieve their goals.

? Providing learning materials

? PTA meeting

Strategies for Advanced Learners:

? Intellectually stimulated with various advanced projects and challenging assignments.

? Encouraged to present/write research articles and to attend webinars which giving them an opportunity to interface with the academia/industry experts.

? They are usually made class representatives for proactive leadership.

? Encouraged to take honours and minor subjects in higher semesters.

? Motivated for preparing competitive examination like GATE

? Encourage to take up massive open online course (MOOC)

The above process brings out the improvement in results and pass percentage, quality of projects, placements and student's understanding in their chosen domain.

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

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

Number of Students	Number of Teachers
922	**92**

File Description	Documents
Any additional information	**No File Uploaded**

2.3 - Teaching- Learning Process

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

- **As per University instructions, students are bound to take MOOCs (Massive Open Online Courses) offered by premier institutions of the country.**
- **Activities are organized by the Institution of Engineers (India) under different student chapters.**
- **Participation in professional societal activities of IEEE is encouraged with membership campaigns.**
- **Periodical Guest lectures on topics relevant to employment skills by personnel from respective organizations / industry are conducted through webinars and seminars.**
- **Research oriented workshops including advanced concepts are provided at postgraduate level to understand the importance of pooling ideas and inter-disciplinary participative learning techniques.**
- **Practical courses are enriched by virtual labs in the curriculum.**
- **Project works involving latest technologies and use of advanced softwares like Ansys, CAD etc. are encouraged.**
- **Students are motivated to take up innovative projects and mini projects.**
- **A student's reflection on the experiential learning is assessed through field /internship reports, post visit Discussions and student presentations.**
- **To improve problem solving skills students from various departments in collaboration with ASAP Kerala.**

File Description	Documents
Upload any additional information	[View File]()
Link for additional information	**Nil**

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

All the faculties use Laptop computers for preparing their notes and presentations. The use of digital platforms for the conduct of online tutorials, examinations is one of the best practices of MBITS. Even during the lockdown period, MBITS was quick enough to start online lectures. In fact not a single day's lectures were missed and MBITS started lectures online. Every faculty member used online applications without any trouble. MBITS faculties have been using Google Meet, Zoom and WebEx platforms for conducting online lectures for students flawlessly.

MBITS extensively uses an intranet platform, Elive, which includes attendance, assignment and test marks etc. Students of MBITS frequently use online resources such as E-journals on DELNET, IETE and subject presentations from National Digital Library. Students are motivated to refer to E-books for gaining additional knowledge. Since the new generation is more inclined to e-resources, it is convenient. One of MBITS' computer labs is equipped with a Smart board. Based on the need the smart board is used by all the faculty members. The versatility of smart boards makes it very convenient for the faculty as well as students.

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

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

2.3.3.1 - Number of mentors

62

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

2.4 - Teacher Profile and Quality

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

92

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

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

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

7

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

646

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

2.5 - Evaluation Process and Reforms

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

- **The orientation programme is held at the beginning of the each academic year.**

- **The Examination Committee schedules and executes the evaluation process with the help of department coordinators.**

- **CCTV cameras are deployed at all class rooms for monitoring.**

- **The internal evaluation is done by class tutors in the mid and at the end of each semester.**

- **Distribution of marks is as follows :**

Test – 25, Attendance – 10, Assignments – 15, Total – 50 marks.

- **Basic criteria for internal assessment are made known to students through various sources.**

- **The results of each test are strictly declared within a week.**

- **After class tests, the students are provided with the answer-key and scheme of evaluation.**

- **Department meetings are conducted periodically to review the results after each class tests and at the end of each**

semester.

- **The result analysis report for all the courses is displayed in e-live.**

- **The internal marks and attendance report at the end of each semester are periodically communicated.**

- **Transparency is maintained by teachers as they collaborate in a committee to assess every student.**

- **All the data are collected and stored in digital format for recovery or reference purpose.**

File Description	Documents
Any additional information	[View File](#)
Link for additional information	**Nil**

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

At university level:-

1. The students are informed through e-live and notice board for on time registration of internal and university examinations.

2. Institute appoints internal squad during examination to avoid any type of misconduct.

Any act of indiscipline in examination found by invigilator will be referred to disciplinary action committee (DAC) through Principal. After enquiry, the DAC will recommend the course action to be taken by Principal. The report given by the DAC and action taken by the Principal will be intimated to the controller of examination of the university.

3. Chief Examiner, course in-charge along with course committee takes care of University evaluation grievances. The grievances if any are forwarded to the University for Further Process.

The process is as follows: When results are published students can apply for verification through Principal within one week. After re-verification revised marks if any, are notified to the students.

At institute Level

1. The concerned faculty scrutinizes grievances with reference to evaluation at the institute level and all queries are responded by the staff advisors of each class.

2. Grievances are also discussed in class/course committee.

3. All Grievances are handled by the Teachers, HODs and Principal.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

Programme outcomes for the UG and PG are specified by the AICTE and are set as it is. Every department has its own Programme Specific Outcomes formulated with due importance to the core areas. Course Outcomes for each course have been defined as per the syllabus given by the university. PSOs are limited to 3 or 4 and COS are limited to a maximum of 6.

Programme Outcomes (POs) are displayed on Notice board, Labs, Seminar Halls, Newsletters, brochures, websiteetc. Programme Specific Outcomes (PSOs) and Course Outcomes (COs) are stated and displayed on notice boards, class rooms, respective departments, laboratories, course file, tutorial book, Lab work book, website etc.

The PSOs of the Civil Engineering Department are attached herewith.

PSO1.Analyse, design and construct various civil engineering structures.

PSO2. Follow the economical, environmental and safety factors involved in the construction industry.

PSO3. Apply the state of the art modern tools for planning, designing, scheduling, execution and management of civil engineering projects.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	https://mbits.ac.in/academics/departments/civil-engineering/peo-po-pso-co/
Upload COs for all Programmes (exemplars from Glossary)	View File

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

As per the course objectives specified by the university, course outcomes are set and the course plan is designed. The course outcomes are prepared by the respective faculty members.

As per the university norms two internal assessments are conducted with first one containing 1 & 2 modules and second one containing 3 & 4 modules and evaluation is done.

Tutorials / assignments are also conducted for all the modules. The question papers for assessment are prepared based on course outcomes and incorporating Bloom's taxonomy.

Measurement of attainment of outcomes includes direct method of assessment and indirect method of assessment.

Direct method assessment is done based on the marks obtained by students of the whole class for a particular course. At the preliminary stage of attainment calculation the prepared COs for each course in the four year engineering degree program is mapped towards specified POs and PSOs with correlation levels ranges from 1 to 3; 1 being the low correlation, 2 being medium correlation and 3 being high correlation.

In indirect method a course end survey is being taken from

students for each course. Based on the five point scale, attainment of each CO is calculated.

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

2.6.3 - Pass percentage of Students during the year

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

235

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

2.7 - Student Satisfaction Survey

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

https://mbits.ac.in/quality-assurance/naac/general/

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

3.7025

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

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

1

File Description	Documents
Any additional information	<u>View File</u>
Institutional data in prescribed format	<u>View File</u>

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

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

2

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

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

- **Our innovation and entrepreneurship development cell (IEDC) has created an innovative ecosystem that enables our students to come up with innovative ideas.**

- **IEDC MBITS has conducted various programmes during 2021-22 academic year. This includes programmes in collaboration with IEDC of other institutes.**

- **The programmes conducted can be grouped as innovation phase, technology phase and entrepreneurship & business phase.**

- **The innovation phase includes Egenics ideathon, product development workshop and orientation programmes.**

- **In technology phase, Zygon hackathon, AR-VR workshop, i talk, Skill share workshops were conducted.**

- **An inter college mega project expo "Dextra" was also conducted to focus on interest, creativity and ethics.**

- **"Aurora", Hands on workshop on LED bulb circuit design, assembly and repair was conducted under technology phase.**

- **In entrepreneurship and business phase, a national level webinar on "Being better in business" was conducted which mainly focused on entrepreneurship development and business strategies.**

- **All the Executive committe members and more than 40 students participated in the IEDC SUMMIT 2022 hosted by St.Joseph's College ofEngineering and Technology, Palai on 5th March 2022.**

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://mbits.ac.in/professional-associations/iedc/

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

17

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

3.3 - Research Publications and Awards

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

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

1

File Description	Documents
URL to the research page on HEI website	https://mbits.ac.in/research-consultancy/research-scholars/
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

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

3

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

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

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

17

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

3.4 - Extension Activities

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

The institute organizes a number of extension activities to promote institute-neighborhood community to sensitize the students towards community needs. The students of our college actively participate in social service activities leading to their overall development. The college runs effectively National Service Scheme. Through this, the college undertakes various extension activities in the neighborhood community.

Several activities were carried out by NSS volunteers addressing social issues which include cleanliness, plantation of saplings, Shramdan, Social interaction, Environmental awareness, Women empowerment, National Integrity, Aids awareness, Blood donation camp, Health Awareness, Agricultural Programs.

All these mentioned activities have a positive impact on the students and it developed community relationship, leadership skill and self-confidence of students. It also helped in cultivating the hidden personality of students and created awareness among students.

File Description	Documents
Paste link for additional information	https://mbits.ac.in/professional-associations/nss/
Upload any additional information	View File

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

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

4

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

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

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

41

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

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

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

750

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

3.5 - Collaboration

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

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

78

File Description	Documents
e-copies of related Document	View File
Any additional information	**No File Uploaded**
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

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

19

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The vision of the management is to nurture a positive campus culture and equip the younger generation to take our nation forward. The Institution has a systematic approach in improvising infrastructure and learning resources to enhance the quality of education by providing effective teaching and learning through the feedback from the students, parents and the alumni.

Campus Infrastructure & Departments

- Campus area - 10.52 acres of land

- Office administration,Civil Engineering, Mechanical Engineering,Electrical and Electronics Engineering& Electronics and Communication Engineering - housed in the Main Block

- Computer Science and Engineering & the Science and Humanities Department - St. Thomas Block

- Classrooms - 34, of which 14 are ICT enabled

Computer Facilities

- The institution has 6 computer labs and a total of 476 PCs.

- Students are given basic training in computer education and are given access to the campus automation softwareE-live.

Library

- Area - 632 sqm

- Books - 20,410

- Rare books and journals, magazines and non-book materials - 71

Hostel

- **Men's hostel - 44 rooms, can accommodate a total of 130 inmates**

- **Ladies hostel - 48 rooms, can accommodate a total of 144 inmates**

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://mbits.ac.in/facilities/

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

Mar Basil Group of Institutions has always encouraged and supported the co-curricular and extracurricular activities. Our Institute, one among the group, provides facilities not only for the academics but also for the overall improvement of the students. The Institute provides adequate facilities for indoor and outdoor games and encourages our college teams to be a part of the various sport activities organized in the state.

Cultural Activities

- **RHYTHM, the Arts Fest of the college, encompasses a wide range of art genres.**

Sports and Games

- **The college has enough space for various sports and games activities**

Facilities and Area

- **Sports ground - 2700 sqm**

- **Badminton courts - 527 sqm**

- **Two volleyball courts - 360 sqm**

- **Basketball court - 527 sqm**

Gymnasium and Yoga Center

- **The college has a multi-gym and a range of free weights and aerobic equipments.**

- **Yoga training is arranged in the campus.**

Clubs

- **The college has an ENCON Club, Nature Club, Arts & Sports Club, Yoga Club etc.**

- **The ENCON club conducts various programs in collaboration with many companies.**

Cafeteria

- **Area - 527sqm**

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://mbits.ac.in/facilities/

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

20

File Description	Documents
Upload any additional information	View File
Paste link for additional information	**Nil**
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

53.69885

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

4.2 - Library as a Learning Resource

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

- **Name of ILMS software: KOHA**
- **Nature of automation (fully or partially): Partially**
- **Version: 19.05.04**
- **Year of Automation: 2010**

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://mbits.ac.in/facilities/central-library/

| **4.2.2 - The institution has subscription for** | **C. Any 2 of the above** |

the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access to e-resources

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

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

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

1.2477

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

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

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

51

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

4.3 - IT Infrastructure

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

- For the successful teaching-learning process, the college provides a good friendly atmosphere for both teachers and students. College need to ensure good infrastructure by utilizing those resources in high altitude.

- The college is enabled with uninterrupted internet facility around the campus which contains leased line as well as broadband. All computers are connected over LAN / WAN using Optical fibers and twisted pair cables networked over various buildings using latest networking devices.

- Latest security software suits, Symantec Endpoint Protection which consists of anti-malware, intrusion prevention and firewall features for server and desktop computers.

- Sophos firewall is used to guard internet security threats and controlling data to the internet which includes deep packet inspection, threat management, wireless networking, virtual private networking, network content filtering, application control etc.

- Enrollment for Education Solutions (EES) from Microsoft is an easy cost-effective licensing, which offer the institution with assured coverage of education platform products with one annual user count. The flexibility to add products in any quantity and access to productivity tool and student benefits all under a single, subscription agreement.

- Printers and Wi-Fi access points are also installed at the office, library, staffrooms, laboratories, exam cell, hostel etc. Scanners and xeroxmachines are also available. Wi-Fi access points are provided in the campus to access the network through personal laptops, gadgets, mobility devices etc.

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

4.3.2 - Number of Computers

476

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	View File

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

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

4.4 - Maintenance of Campus Infrastructure

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

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

73.34869

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

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

The physical, academic and support facilities are well maintained using the budget allocated annually.

Laboratory

- When there is major repair work, the purchase committee handles service and maintained.
- To avoid risk from virus legal antivirus is installed.

Library

- In order to provide suitable atmosphere for reading, tables and chairs are maintained.
- The maintenance and utilization of library includes maintenance of collections, bar-coding, repair and rebinding of damaged books.

Classrooms

- Institute provides a good physical environment in the form of desks, chairs, tables, instructional materials, proper lighting and ventilation.
- The servicing of the equipment/furniture in the class room are done.
- During the Covid 19 pandemic, virtual meet and google classrooms were utilized for smooth conduct of classes.

Sports

- Regular maintenance of play area is done on a regular basis under the supervision of Physical education faculty.
- Students use sports facilities for physical development and preparing for sport competitions.

Canteen

- The Institution runs a fully-fledged canteen under the supervision of college staff where hygienic food is provided.
- A new cafeteria started that will provide refreshment facilities to staff and students.

Transportation

- **Transport in-charge is responsible for allotting the routes and maintains college vehicles and obtains necessary clearance certificates, insurance, and permits from the RTA.**

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

199

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

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

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

589

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

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

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

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

246

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

170

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

5.1.5 - The Institution has a transparent mechanism for timely redressal of student	**A. All of the above**

06-10-2023 12:56:20

grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

170

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

16

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

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

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

15

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

5.3 - Student Participation and Activities

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

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

0

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

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

During 2021-2022 Academic year, students had active participation in the following Academic and Administrative bodies / committees of the institution

- **College union,College council,IQAC,College sports council,Anti-Ragging Committee,Alumni Association,Training & Placement Cell,Departmental associations,Grievance & Redressal Cell for Staff & studentsand various other academic & administration committees of the college**

- **One boy representative and one girl representative are elected as Class Representatives (SR) from each class and a college union is formed from these SR .**

- **The Students' Representative(SR) addresses and represents students' views and grievances, and as a spokesperson, conveys these to the concerned authorities for discussion and amicable resolution. The SR provides valuable informal feedback regarding curriculum, teaching learning and evaluation process**

- **All programmes have class committees for each course that comprise of student members representing each class , along with faculty members nominated by the Head of the Department, other than the course teacher. The Class Committees provide feedback on all aspects of the programme and respective course. Class Committee Meetings are held regularly, at least twice in each semester.**

- **Students have strong representations in all cultural and sports and games committees and help in organization and management of events.**

- **Students provide strong support in the administration and management of hostel affairs. Each hostel has a Captain, Vice-Captain, Mess Committee, Cultural Committee, Sports Committee and Cleanliness Committee.**

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

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

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

29

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

5.4 - Alumni Engagement

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

The college has a registered alumni unit (MBITSAA) with registration number EKM/TC/408/2019.

Objectives of alumni association

- **To make the alumni of MBITS stand together to achieve their**

goals.

- To utilize the experience, wisdom, ability and spare time of former students of MBITS for the benefit of the weaker section of the society.

- To enhance and develop various facilities inside the campus.

Contribution Of Alumni Association

- The alumni form the major strength of an institution. MBITS started in the year 2009 and the first batch of students passed out in the month of May 2013.

- An executive committee was constituted in the year 2013 with Principal Dr. M M Paulose as the president and Asst Prof Nidheesh Eldho Baby as the secretary.

- Association meets twice in an academic year as it is the flag bearer of the developments in the institution.

- A bank account was opened to receive monetary contributions and do creative spending in a systematic way.

- The most important contribution of the alumni association is that the members share their experience with their junior students.

- The main focus is on acquiring a job and working in diverse job environments including working out of state, abroad and working in a company handling different portfolios.

- The alumni identified that physical fitness and personality development were very important in addition to subject knowledge in performing well in a job. To fulfill this they came forward to start a gymnasium in the college.

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

5.4.2 - Alumni contribution during the year (INR in Lakhs)	**D. 1 Lakhs - 3Lakhs**

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Vision:

- **To nurture a positive campus culture and equip the younger generation to take our nation forward.**

Mission:

- **To provide graduate level technical education in the existing or conventional branches as well as newly emerging fields.**

- **To build up a center of technical excellence for post graduate studies and research in all fields of human endeavor.**

- **To help the youth of rural agricultural background to change with times, and join the mainstream of industrial growth and information technology.**

- **To impart ethical values of our Indian tradition to the future generation**

Upholding the motto 'Wisdom Crowns Knowledge', we provide quality higher education at par with international standards.

Our mission aims to provide graduate level technical education in the existing and newly emerging fields.

As per the mission to help the youth from the rural agricultural background to change with times and to join the mainstream of industrial growth and information technology, the board of directors selected a rural area for this institution.

Various central government programmes like DDU-GKY (Deen Dayal Upadhyaya Grameen Kaushalya Yojana), ASAP (Additional Skill Acquisition Programme) are being organised in this institute.

Our institute imparts ethical values of Indian tradition to the future generation through activities like Community Service & emergency services in times of distress and by providing technical backup for the needy.

File Description	Documents
Paste link for additional information	https://mbits.ac.in/about-us/
Upload any additional information	View File

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

KARNAK'22 was amongst the most awaited techno-cultural event being organized by MBITS. KARNAK'22 was conducted as a 6-day event that featured music, dance, arts, cultural and technical events. Various eminent personalities (Mr. Shiyas Kareem, Ms. Malavika CMenon and Ms. Osho Jimmy) graced the occasion. Talented Students from the various colleges and University as well as the students from the prestigious Institutions of Kerala participated in the wide ranging events with great optimism and enthusiasm.

It was conducted on 16th, 17th & 18th of May 2022, and was inaugurated by Adv. AJayashankar. MBITS students conducted the inter-college tech, sports and arts festival. Various colleges participated in the inter-college dance fest - THANDAV, football fest - AGNI, Short Film Competition – RAGAM and fashion show - ANOKHI. The inaugural function was held at 17th May at 3.00 PM. Sri. C A Kunjachan, Secretary, MBITS, Rev. Fr. Jose Parathuvayalil, Vicar Mar Thoma Cheria Pally, P VPaulose, Chairman MBITS, felicitated the function.

The First prize winner of THANDAV was College of Engineering, Trivandram. Winners of ANOKHI were St.Theresa's college, Ernakulamand AGNI - College of Engineering, Kidangoor. DJ by college student Steve Manuel Jomi(S4 ECE) and Band (Pagli) added vivacity to the occasion.

File Description	Documents
Paste link for additional information	https://mbits.ac.in/campus-life/tech-fest-karnak/
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The development of the college is a constant ongoing process. At every step, the management strives to improve. This is made possible with the help of perspective/strategic plans that chalk out the necessary actions to be taken to grow and develop. The first step towards any real progress is brainstorming ideas. All stake holders of the institution are involved in the process. Their inputs and suggestions are considered while developing the strategic plan.

The tasks are divided based on their merit and the facilities to fulfill them into three major categories. These are formulated as lists under one year plans, five year plans and ten year plans. Each department has progress to make, which is why every department makes its suggestion to improve the quality of the college. Once the plans are approved by higher authority, every department is instructed to work on their strategic plan to achieve their goal. Constant support from the corresponding departments is offered alongside.

The Institute has following Perspective/Strategic plans:

- Setting up business activity in collaboration with industry & business.
- Setting up research center in each domain of engineering programme.
- Collaboration with research institutes nationally & internationally.
- Development of Technology search center.
- Establishment of blended & digital platform for quality in

- **education.**
- **Accreditation of the institute (ISO-NAAC-NBA-).**
- **100% placement.**

File Description	Documents
Strategic Plan and deployment documents on the website	[View File]()
Paste link for additional information	[https://mbits.ac.in/wp-content/uploads/2023/04/Strategic_Plan_and_Deployment.pdf]()
Upload any additional information	**No File Uploaded**

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

Mar Baselios Institute of Technology and Science (MBITS) is one among the seven ventures under Mar Basil Group of Institutions. The administrative management is controlled by the Board of Directors. The Board of Directors includes Chairman, Secretary and Treasurer, in addition to other six board members. The Advisory Board consists of highly experienced academicians and professionals. Decisions like introduction of new courses, development of infrastructure facilities and other initiatives for improvement of the institution are taken by the governing body. Governing body is the ultimate authority for any decision in the institution. Administrative set up of the institution is as per the organization chart. Governing bodyof the institute is headed by the Chairman. Principal is the academic and administrative head of the institution. Service rules have been formulated as per the guidelines of competent authorities like affiliating university and AICTE. The selection of staff to all posts are done by a six-member selection board elected by the parish members from time to time. The representatives of the institution and subject experts are also included in the respective selection committee at the time of interview. Yearly appraisal policy exists for promotion of the staff.

File Description	Documents
Paste link for additional information	https://mbits.ac.in/about-us/management/
Link to Organogram of the institution webpage	https://mbits.ac.in/wp-content/uploads/2023/04/Organogram_of_the_Institution.pdf
Upload any additional information	View File

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

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

6.3 - Faculty Empowerment Strategies

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

Welfare measures for the employee's include provision for various facilities and amenities in and around the workplace for the betterment of their lives. Employees are the most important asset of an organization and so the institution always gives importance andsupport to them.

Welfare measures for teaching staff

• As motivation, financial aids and duty leaves are provided to attend National / International conferences, workshops, FDPs etc.

• Encourage faculties to pursue PhD by giving adequate support.

• Personal accident insurance schemes were taken for all employees of the institution.

- **Financial support is provided for the family on the sudden demise of our driver.**

- **Festival allowance is given to all staff members in the month of October for celebrating Mar Basil Day.**

- **Transportation facilities are provided for those who are living in the outskirts of the town.**

- **Maternity leave is provided.**

- **Compensatory off is provided for all extra duties taken by employees.**

- **After completion of an academic year employees can avail one month vacation leave with pay.**

Welfare measures for non-teaching staff

- **Employee Provident Fund (EPF), accidental health insurance and ESI are provided.**

- **Maternity leave is provided**

- **Treatment aid, transportation facility, vacation leave, festival allowance and compensatory off are provided for the non-teaching staff also.**

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

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

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

4

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

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

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

16

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

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

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

75

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

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

The self-appraisal system of this institute covers all aspects of academics, administrative and research activities of staff. It is a part of continuing professional development or career advancement.

Evaluation of faculty is done for 3 categories

· Teaching, learning & evaluation related Strategies

· Co-Curricular/Extension/Professional Development

· Research and Academic Contributions.

The teaching, learning & evaluation related Strategies are calculated by

· Lectures, Lab, Contact Hours/University results

· Reading/Instructional material provided, Use of additional knowledge resources for subject enrichment

· Use of participatory and innovative teaching learning methodologies

· Examination duties

Co-Curricular/Extension/Professional Development activities are calculated using

· Co-Curricular Activities and Extension Activities /Institutional Responsibilities and Contribution To Corporate Life

· Departmental Responsibilities/Professional Responsibilities/ Training Programmes

Research and Academic Contributions are calculated using following categories

· Papers in Journals

· Papers in Conference Proceedings

· FDPs attended

· Papers presented in Conferences/Seminars

From all the criteria, an Academic Performance Index (API) score is secured. The completed form is signed by the Head of the Department and then submitted to the principal for further review.

Evaluation of non teaching faculty is done for 5 categories :

- Laboratory Assisting Performance

- Assistance in Value Added Courses organized

- Assistance for Projects by the Department

- Academic Upgradation

- Administrative Support

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

6.4 - Financial Management and Resource Mobilization

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

- **The Institute is managed by Mar Baselios Educational and Charitable Trust(MBECT), which is functioning under the auspices of Mar Thoma Cheria Pally, Kothamangalam**

- **The financial accounts of the institute are audited by a statutory auditor regularly on an annual basis from its inception in the year 2009.**

- **The anomalies; if any; pointed out by the auditor are attended to and rectified during the course of the auditing itself.**

- **Besides the statutory audit, the Management conducts internal auditing from their side on an annual basis.**

- **Reports are placed before the annual general meeting of the church, Mar Thoma Cheria Pally and deliberated extensively.**

- **Corrective actions are taken as per the directions issued from the Managing Committee of the Church.**

- **Internal Audits of various cells including NSS, EDC etc. are performed by the staff in charge of internal audit periodically.**

- **Reports are submitted to the corresponding authorities before the external audit.**

- **The copy of the internal audit report covering all matters related to maintenance of the account is preserved.**

- **External audit report and its findings are submitted to the management.**

- **The audit report is consolidated and the annual return is submitted to the Income Tax department.**

- **It is pertinent to state that the Trust (MBECT) has been granted registration under section 10(23C) and section 12A of the Income Tax Act.**

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

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

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

123.75362

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

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

Mobilization:

- **Fee collections:**

50% of the sanctioned intake will be allotted by the Commissioner for Entrance Examination. Remaining 50% seats will be filled up by the management, under management quota from the application received at the college office.

- **Term Loan and Hire Purchase Loans:**

Institute is availing Loans from banks at reduced rate of interest by maintaining the liquidity, sound DSCR and Debt Equity

Ratios.

- Online Examinations:

Our institution has been identified as a centre for various online examinations like GRE, NEET, GATE, CAT , RRB and JEE etc. Payments are received for conducting the same.

- Corpus Donation of Trust and Trust Contribution:

MBCET gets corpus donations from well-wishers, corporates and philanthropists.

- Funds Received from Govt. and Non Govt. Bodies

Institute receives funds from various Govt. and Non Govt. bodies like AICTE, NATPAC etc.

- Alumni Contributions:

Contributions of the Alumni are utilized for student development and welfare activities.

- Consultancy Services:

The Research & Consultancy cell of our institute receives payments for providing consultancy services to public and private undertakings.

Optimal Utilization:

- Recurring Expenses

The fee collected is utilized to meet the recurring expenses such as Salary, Academic activities, loan repayments etc.

- Infrastructural Development and Facility Enhancement

- Maintenance

- **Upgradation of Lab facilities**

- **Maintenance of Transportation facilities**

- **Conducting Seminars, Conferences and Faculty Development Programmes**

- **Purchase of Text books and Subscription of journals for Library**

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

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

- **Under the directions of the IQA cell, various engineering departments were instructed to organize seminars, FDPsand other sessions.**
- **As a result, the Electrical & Electronics Engineering, Civil Engineering, Mechanical Engineering, Computer Science & Engineeringand Electronics & Communication Engineering departments conducted webinarsand participation certificates were issued.**
- **The cell also monitors the progress of the activities to make sure that the quality of the program is not compromised.**
- **Quality assurance programs like ERP awareness for newly joined staff, organized by the IQA cell indicate the continuous strive for excellence.**
- **Each department has an internal evaluator who will be monitoring the process of selection of papers, transparency in fund managementetc.**
- **The cell also arranges awareness classes for the students and staff to convey to them the need for technical conferences and FDP.**

File Description	Documents
Paste link for additional information	https://mbits.ac.in/quality-assurance/iqac/iqac-quality-initiatives/
Upload any additional information	View File

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

- **The institution constantly reviews its teaching-learning process, structures & methodologies of operations and learning outcomes at periodic intervals by suitable strategies like collecting student feedback forms for assessing a faculty in terms of his/her academic capability and lecture delivery.**
- **The institution heads periodically meet up to evaluate the performance of each staff separately concerning their university results.**
- **Many students require support to meet the objectives of the prescribed curriculum. This support may be in the form of changes in teaching strategies, approachesor materials and may require the support of resource and/or special education teachers.**
- **Students should also be given the opportunity for self-assessment and be encouraged to evaluate their habits, attitudesand behaviors concerning personal growth and academic well-being.**
- **Tutorial classes and remedial sessions are typical examples of keeping track of the academic progress of students.**

File Description	Documents
Paste link for additional information	https://mbits.ac.in/quality-assurance/iqac/
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality	**A. All of the above**

initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

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

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

At Mar Baselios Institute of Technology and Science equal opportunities are provided to all individuals irrespective of gender, race, caste, religionor other status.

Safety and Security:

- Precautions have been taken in the campus, canteen, library, and college bus to ensure safety of the students.

- Provided CCTV Surveillance throughout the campus security purpose.

- Faculty members ensure that all girl students leave the campus after remedial classes and cultural events arranged at night.

- College provides separate hostels for girls and boys within the campus.

Curricular and co-curricular activities:

- Women Cell organizes activities for girl students.

- College has constituted an internal complaints committee for handling complaints regarding sexual harassment

- Anti-ragging cell of MBITS conducts awareness sessions for students on a regular basis.

- Every year the college conducts Arts and Sports, in which all the students get equal opportunities based on gender.

- Anti-narcotic cell conducts random search in hostels.

Counselling:

- Counsellor is available male and female students and staff for academic and other issues/problems.

- Mentor - Mentee system is adopted as the first step towards confidence building among the students.

The institution constituted the following committees as per norms laid by University/UGC:

- Institution Grievance Redressal Committee

- Anti-Ragging, Sexual harassment prevention cell

- Students' Disciplinary Committee

- SC/ST Students Welfare Committee

- Anti-Narcotic cell

File Description	Documents
Annual gender sensitization action plan	https://mbits.ac.in/quality-assurance/naac/general/
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://mbits.ac.in/wp-content/uploads/2023/04/Specific_facilities_provided_for_women.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	**B. Any 3 of the above**

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

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

- **Provided separate dust bins for biodegradable and plastic wastes.**

- **Waste from classrooms and staff rooms are cleared on regular interval.**

- **Single sided papers are reused for taking photocopies on a large scale.**

- **Plastic waste is collected and given to vendors on a regular basis.**

- **Metal and wooden waste of laboratories are stored and sold to authorised scrap agents.**

- **Incinerator is installed for burning non-hazardous waste**

- **Biogas plant is implemented to produce energy and dispose nonhazardous solid and liquid waste.**

- **Ensure to avoid water leakage in taps and pipes. Physical presence of pumping authority all the time is assured.**

- **Waste water is used for horticulture.**

- **Rain water in the initial rainy period seems to be a waste and it is directed to a pit near the well which further improves the groundwater.**

- **E-waste from labs is properly collected and is given to a licensed recycler, reusing the parts whichever is possible.**

- **E-waste collected at the site is transferred for wiping or recycling to the local vendor.**

- **Students are encouraged to dispose of the e-waste at the collection centre.**

- **Display boards for awareness of waste management are placed in various parts of the campus.**

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	[View File](#)
Geo tagged photographs of the facilities	[View File](#)

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	**A. Any 4 or all of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	[View File](#)
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

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

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

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

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

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	**A. Any 4 or all of the above**

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

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

- **MBITS, as a minority institution values inclusionary practices at multiple levels including its admission policy, where students from diverse cultures are admitted.**
- **Festivals like Onam, Christmas, Holi etc. are celebrated ensuring communal harmony.**

- We celebrate and protect cultural, regional, linguistic, communal, socio-economic and sexual diversities through various club activities viz dance club, music club, film club, debate and Quiz club, Math-Science clubetc.
- MBITS women's cell organizes many awareness programmes for girls. A national webinar on "Menstrual Cup Awareness" was conducted on September 11, 2021. An awareness program on "Personal Hygiene and Women Health" was conducted on December 17, 2021.
- Karnak 2k22, the Arts-Tech-Sports fest is being conducted from 16th to 18th May 2022 to acquaint the upcoming engineers with the variety of arts, technical and sports events. Thandav 2k22, the intercollege dance festival hosted by MBITS added to its versatility and color.
- MBITS empowers people from marginalized segments through creating livelihood opportunities towards achieving sustainable development for themselves and their communities.We undertake many rural upliftment programmes like Deen Dayal Upadhyaya Grameen Kaushalya Yogana (DDU-GKY) in this regard .
- We also offer an Additional Skill Acquisition Programme (ASAP) for our students free of cost. ASAP is offering Google's Associate Cloud Engineering Certificate Course.
- The college time table has two hours noon interval on Fridays to support students from Muslim community to attend prayers.
- Remedial classes and foundation programmes are conducted for low achievers.

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

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

- MBITS has been committed to educating our students as constitutionally aware citizens sensitized to their Fundamental Rights and Duties. Various programmes and activities are organized by the college in this regard.
- 31st October, birth anniversary of Sardar Vallabhai Patel is observed as National Unity Day to foster and reinforce

our dedication to preserve and strengthen the unity, integrity and security of our nation. A pledge taking ceremony was done in the college in this regard.

- Republic day and independence day are celebrated every year and this helps in creating the spirit of patriotism .
- Various talks on human values are included in the first year induction programme.
- The course HUT 200 PROFESSIONAL ETHICS in the curriculum includes topics like human values, engineering ethics, professionalism etc.
- MBITS has two active National Service Scheme (NSS) units where students engage in community service programmes which help in creating a 'sense of patriotic commitment' for national development.
- The Narcotics Control Bureau in association with NSS units has taken the 'Say Yes to Life, No to Drugs' pledge on 9th January 2022. An anti-drug awareness programme was also conducted on 23rd March 2022.
- The NSS units developed a mobile application for blood donation named JIVANA and also conducted blood donation camps.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://mbits.ac.in/quality-assurance/naac/general/
Any other relevant information	https://mbits.ac.in/professional-associations/nss/

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	B. Any 3 of the above

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

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

- **Commemorating days, events and festivals of national importance honors the great heritage of India.**
- **Every year we are hoisting flags and taking oaths in connection with Independence day and Republic day.**
- **Festivals like Onam, Holi and Christmas are celebrated every year.**
- **The Math-Science club of MBITS conducted an essay writing competition on the topic 'Science and Technology for Sustainable future' in reference to the National Science Day (February 28, 2022).**
- **The students of MBITS have organized an LED workshop "AURORA" as part of the celebration of International Day of Light on 16th May 2022.**
- **International Women's Day is celebrated on March 8th as a focal point in the movement for women's rights.**
- **World Environment Day is celebrated on 5th June 2021 by planting trees in the home premises .**
- **International Yoga Day is celebrated on 21st June 2021 which carried the theme'Yoga for well-being'.**
- **International Plastic Free Day is celebrated on 3rd July 2021. The NSS unit of MBITS took the initiative by conducting the webinar "Nasha Mukt Bharat Abhiyan ".**
- **Teacher's Day is celebrated on 5th September every year for honoring the teachers.**
- **September 15, the birthday of Dr. M Vishweshwaraiah is observed as Engineer's Day. The IEI students' chapter of MBITS conducted a webinar on "Engineers for skill development in combating covid" in 2021 .**

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

7.2 - Best Practices

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

Best Practice – 1

Title of the Practice: Employability Enhancement

Objectives of the Practice

- **To make our students employable immediately after graduation.**

The Context

- **It is necessary that the student attains requisite knowledge in his/her branch of engineering as well as possess adequate soft skills and programming ability to become employable.**

The Practice

- **Guest lectures, certificationand training programs are arranged for specific subjects in every branch of engineering.**

Evidence of Success

- **Numbers of students placed in the year 2021-2022 is 170.**

- **The number of students appearing in state/national/international level examinations has also increased.**

Problems Encountered and Resources Required

- **Appropriate new techniques are to be adopted for improving communication skills for acquiring better placements**

Best Practice – 2

Title of the Practice: The Institute Level Scholarship System

Objectives of the practice

- **To provide support for financially backward students.**

The Context

- **Our scholarship is a support for those who are not eligible for the sponsorship provided by the central and state governments**

The Practice

- **In the year 2021-2022, a total amount of Rs. 1,12,81250/- has been provided which is benefitted by 589 students.**

Evidence of Success

- **The scholarship system has been functional for a long period of time and has been a motivational factor for many of the students for actively participating in curricular and co-curricular activities.**

Problems Encountered and Resources Required

- **Many students, who are eligible for scholarship are not aware of it**

- **Lack of guidance to prepare for competitive exams makes student ineligible for scholarships**

File Description	Documents
Best practices in the Institutional website	https://mbits.ac.in/quality-assurance/naac/general/
Any other relevant information	https://mbits.ac.in/placement/

7.3 - Institutional Distinctiveness

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

- Mar Baselios Institute of Technology and Science continued with its sincere efforts in conducting webinars online with the objective of making social impact by knowledge sharing.
- Several webinars were conducted in partnership with industry, academia, government departments and corporates in India and abroad.
- Webinars were streamed in multiple platforms like Zoom, Facebook, WebEx to reach out to maximum number of people.
- Participants were from almost all states of India and countries like USA, Canada, Middle East and Africa.
- Eminent people like Vice chancellors, Government officials, Ministries, MNC companies, Academicians, Government bodies participated along with faculties of IITs, NITs, private colleges, research scholars, industry professionals and students.
- Webinars covered diverse areas such as Professional challenges and solutions, keeping us our food and vaccination cool, Kerala engineering graduates association of North America, engineers for skill development and employment in combating covid, networking through linkedin, menstrual cup awareness, awareness program on NDLI and NDLI club, being better in business, NEP south India's plenary session, teaching competencies for self directed learning, nashamuktbharatabhiyan, new digital literacy initiative, an insight into new education policy (NEP) 2020, facebook marketing.
- MBITS conducted 48 national and international webinars in the 2021-22 period attended by about 17000 participants from 1800 institutions.
- The institution was listed in the New code of education compendium 2022 successively for the second year by Wheebox and received Edufuture excellence national award in 2022 under the category outstanding innovation by engineering

institute by Zee media.

File Description	Documents
Appropriate web in the Institutional website	[View File](#)
Any other relevant information	**No File Uploaded**

7.3.2 - Plan of action for the next academic year

1. **Plan effective mechanisms to improve the university results and the position of the college among other colleges in KTU**
2. **Before the commencement of the first-year classes, organize foundation courses particularly inMathematics and Programming**
3. **Monitor the attendance of students periodically and suggest measures to ensure that the students areattending classes regularly**
4. **Make the Group tutor system more vibrant**
5. **Improvement in research output**
6. **Prepare the Project Bank and apply for more funded projects**
7. **Plan at least one add-on course in every department so as to make the programmes offered with morevalue addition**
8. **Encourage more students to participate in competitive examination**
9. **Encourage student participation in inter college/inter university competition**
10. **Take feedback on general functioning of various facilities like canteen, library, office, hostel,transportation etc. and take necessary follow up actions**
11. **Give more focus on placements**
12. **Take necessary steps for the effective functioning of all cells and clubs including interim review**
13. **Rigorous preparation of NBA**
14. **Improving the condition of playgrounds &other facilities**
15. **Take steps to give orientation programs for the staff**
16. **Take steps to improve welfare and recreational activities**
17. **Revamp Alumni activities**
18. **Conduct Energy Audit**