YEARLY STATUS REPORT - 2023-2024

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. Thomas George**
• 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	**Prof. Chethan Roy**
• Phone No.	**04852837807**
• Alternate phone No.	**04852837801**
• Mobile	**9496340257**
• 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/2024/11/AQAR-2022-2023.pdf**
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	**https://mbits.ac.in/wp-content/uploads/2024/08/2024-KTU-Academic-Calender-UG.pdf**

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	2023	300000
Electronics & Communication Engineering	International Conference on Signal Processing, Instrumentation and Communication Engineering (SPICE'2K23)	Bureau of Indian Standards (BIS)	2024	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	2
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

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

Actions taken to make MBITS the Best Energy Conservation Institute.

Implementation of the Best Project Award to encourage innovative student projects.

Motivation for faculty members to pursue PhD and improve their qualifications.

Steps taken to enhance academic performance through a better mentoring system, supervised learning, and interaction with parents of slow learners.

To upgrade skills, parallel education initiatives such as add-on courses and talent enrichment programs, which include several activities, have been implemented.

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
Implementation of Strategic Planning	Out of the 94 planned projects under SWOC Analysis, 26 have been completed, 50 have

	been completed but are set to continue, and 18 are currently in progress.
Best B.Tech Project Award	List of Best Projects (2020-24 Batch) 1) Pathway PRO 2) AI Tutor
Appreciation and Awards to Students	Students with the following achievements were recognized and awarded: 1) Industry Project Award 2) Scoring Above 9 CGPA 3) Participation in the Pre-Republic Day Parade Camp 4) Representing India in the International Shitoryu Karate Championship 5) GATE Scholars
Appreciation and Awards to Staff	Appreciation awards were presented to all faculty members who completed 10 years of service at MBITS. Additionally: 1) Ms. Anjali Krishna G, Assistant Professor in the Science & Humanities Department, was recognized for completing her PhD. She was appreciated by the management and awarded three increments in her salary. 2) Mr. Arun Eldho Alias, Assistant Professor in the Electrical and Electronics Engineering Department, was commended for receiving an Indian Patent for his invention titled
MBITS Family Get together	The MBITS family get-together was held on 11th November 2023, with over 90% of the staff attending along with their families. The event was a grand success, as everyone actively participated in games and cultural programs, creating a lively and enjoyable atmosphere. The function concluded at 10 PM with a delightful grand dinner, leaving everyone with cherished memories.
Review of Quality Policy of the Institute	HR Manual and quality policy is reviewed with corrections.
Installation of Solar Panels	The 50kW Solar ON-Grid Installation Project at the MBITS campus has been successfully completed by the EEE students of the 2020-24 batch as part of their final year project.
NBA preparation	NBA preparation for the ECE and CSE Departments is currently in progress, with the Pre-qualifier successfully submitted in April 2024.
Introduction of Innovative Teaching Methodologies to make learning as a pleasure for students.	Teachers were instructed, through their respective Heads of Departments, to adopt and implement various innovative teaching methodologies to make learning more engaging and enjoyable for students. Faculty members were also required to document these methodologies and their execution details in

	a specified format within the course file. The details have been attached to the course files for reference.
Identification of Eminent Alumni from various streams and prepare a list and conduct alumni lecture series	To enhance alumni interaction, a global alumni meet was organized at the parent chapter, Mar Baselios Institute of Technology, Nellimattom, on 9th December 2023. The event was a success, with alumni from various parts of the world participating. As part of the Alumni Lecture Series, several lectures by alumni were arranged in various departments: The EEE Department hosted a seminar on
Improvement in hostel facilities.	A meeting with the female students was organized by the management to discuss hostel facilities, food, and study time. As a result of the discussions, the food menu was revised to incorporate the suggestions of the students. Also study time revised.
Updating Faculty Members with the most recent tools and techniques.	Teachers were sent to various workshops, seminars, and Faculty Development Programs (FDPs) to enhance their skills.
Purchase Plagiarism checking software	Plagiarism checking software Turnitin software access" is activated from 20thSeptember 2023 through APJ Abdul Kalam Technological University, Thiruvananthapuram

13. Whether the AQAR was placed before statutory body?

Yes

- Name of the statutory body

Name	Date of meeting(s)
Planning and Monitoring Committee	22/11/2024

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2024	23/02/2024

15. Multidisciplinary / interdisciplinary

The institution aims to evolve into a comprehensive multidisciplinary hub by integrating diverse fields of study under a unified vision. The institution envisions blending humanities and sciences with STEM through offering minors and electives that allow students to explore diverse domains. Example: Programs include Bachelor's in Electronics and Communication Engineering with electives in Natural Disasters and Mitigation, Renewable Energy Engineering. Teams from multiple disciplines (ME, ECE, CSE,

and CE) participated in the AICTE-MHRD Smart India Hackathon (SIH) in 2021 and 2022. The National Technical Event Signal 2.0, organized by the IEEE SPS Kerala Chapter, was conducted at our institute across multiple disciplines. 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.

16. Academic bank of credits (ABC):

In view of NEP 2020 for the implementation of Academic Bank of Credits (ABC), the institution permitted 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. Allowing students to opt for open electives, minors and honours courses, enabling diverse academic experiences. Promoting interdisciplinary projects and collaborations that align with the ABC framework. Steps are in progress to collaborate with the foreign universities.

17. Skill development:

The institution aligns its vocational education initiatives with the National Skills Qualifications Framework (NSQF) by including courses on Life Skills, Professional Ethics and Constitution of India to foster personal growth and professional competency and offering certification courses through platforms such as NPTEL and SWAYAM, with several students already certified. Our Institute has been established as SWAYAM_NPTEL Local Chapter. The institution offers talks and workshops on various themes, including Psychology, Work life balance, skill-sharing in C and Java programming, LED bulb-making, Christmas LED star-making and shaft-making. To upgrade skills, parallel education initiatives such as add-on courses and talent enrichment programs, which include several activities, have been implemented.

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

The institution integrates the Indian Knowledge System into its curriculum through various initiatives such as, Hosting a Yoga and Meditation Club that conducts regular training sessions for students and staff and celebrates International Yoga Day annually. Promoting awareness of Indian heritage through the Dance Club, which focuses on traditional dance forms. Celebrating regional and national festivals such as Onam, Vishu and Holi, which are linked to Indian mythology. Incorporating the study of the Constitution of India to instill constitutional values.

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

The curriculum is meticulously designed to incorporate Outcome Based Education (OBE) principles. Each course is assigned a

minimum of four Course Outcomes (COs) to ensure clarity in learning objectives. Program Outcomes (POs) and Program-Specific Outcomes (PSOs) are defined for every program, with a minimum of 12 POs and three PSOs per program. The institution has aligned its OBE framework with the criteria set by accreditation bodies such as the National Board of Accreditation (NBA). Each course outcomes are systematically mapped to the relevant POs and PSOs. Assignments, tutorials, and internal examinations are crafted with questions explicitly linked to the COs. The institution emphasizes faculty capacity-building through targeted Faculty Development Programs (FDPs) and workshops, ensuring continuous professional development in OBE methodologies. A structured system for measuring and analyzing CO, PO and PSO attainment has been established. This involves collecting and evaluating evidence through assignments, projects and assessments, ensuring continuous quality improvement. For indirect attainment, survey forms are collected and analyzed based on OBE principles. The institution's and departments' vision, mission POs, PSOs and Program Educational Objectives (PEOs) are disseminated in the public domain.

20.Distance education/online education:

The institution has developed and adopted various technological tools to enhance teaching-learning experiences, with a special focus on blended learning. A comprehensive LMS built using Google platforms to facilitate regular online classes, assignment submissions and evaluations. Access to digital library, e-journals and Massive Open Online Courses (MOOCs) like NPTEL and SWAYAM for supplementary learning. Organization of alumni talks, expert sessions and online seminars in hybrid mode to provide additional learning avenues. Hosting conferences featuring eminent international speakers, combining physical and virtual modes to maximize participation and outreach.

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	297

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

2.Student

2.1 Number of students during the year	850

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	92

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	218

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	86

File Description	Documents
Data Template	View File

3.2 Number of sanctioned posts during the year	82

File Description	Documents
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	44
4.2 Total expenditure excluding salary during the year (INR in lakhs)	1368.33791
4.3 Total number of computers on campus for academic purposes	497

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 (KTU) and follows the university designed curriculum. The effective curriculum delivery is ensured through the following procedure:

- **Academic Committee Meeting:** Principal, HoDs and Deans meet once in a week. The committee discusses the action plans to arrive an optimal and effective way of implementation of curriculum delivery.
- **Department Staff Meeting:** Department wise staff meetings are conducted periodically. 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 practical courses.
- **Course / Class Committee Meeting:** Periodic Course / Class Committee Meeting with studentrepresentatives are conducted 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 lecture with demonstration of each experiment is conducted for students.
- **Academic Audit:** The academic related files are periodically monitored by department auditors and audited by IQAC and KTU by a systematic audit procedure.

File Description	Documents
Upload relevant supporting document	**View File**
Link for Additional information	https://mbits.ac.in/wp-content/uploads/2024/08/2024-KTU-Academic-Calender-UG.pdf

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, co-curricular and extra-curricular activities etc. All classes are conducted 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	**https://mbits.ac.in/wp-content/uploads/2024/08/2024-KTU-Academic-Calender-UG.pdf**

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	**B. Any 3 of the above**

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

8

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)

4

File Description	Documents
Any additional information	**View File**
Brochure or any other document relating to Add on /Certificate programs	**View File**
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

10

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 Complaints Committee (ICC) playan active role in empowering girl students.**
- **ICC was formulated in the college in terms of the provision in the sexual harassment of Women Act at workspace (prevention, prohibition & redressal) which will function as a sub-unit of Women Cell.**
- **Presiding officer of ICC is Smt. Prameela Sunny, Ex-Municipal Councilor, Kothamangalam.**
- **ICC provides a platform to women employees and girl students to air their grievances.**
- **Women Cell conducts various lecturers and talks for the students.**
- **Women Cell was inaugurated by Senior Advocate of Kerala High Court, Smt. V P Seemandini. She had given an inspiring talk on the topic, "Legal Rights for Women and children".**
- **International Women's day is celebrated every year.**

2. ENVIRONMENT AND SUSTAINABILITY

Some of the courses relevant to Environment and Sustainability included in the curriculum are,

- MCN201 Sustainable Engineering
- MCN301 Disaster Management
- CET445 Natural Disasters and Mitigation
- MET445 Renewable Energy Engineering
- CET304 Environmental Engineering
- CET458 Sustainable Construction
- EET418 Electric and Hybrid Vehicles
- MCN401 Industrial Safety Engineering

NSS units of our college is organising several campaigns like Tree Planting, Cloth Bag Challenge, Beat Plastic Pollution, Gardening session, Green Protocol awareness etc.

3. HUMAN VALUES AND PROFESSIONAL ETHICS

Some of the courses relevant to Human values and Professional ethics included in the curriculum are,

- EST200 Design and Engineering
- HUN101 Life Skills
- HUT310 Management for Engineers
- HUT200 Professional Ethics
- MCN202 Constitution of India
- HUT300 Industrial Economics & Foreign Trade

Yoga club and nature club are also active.

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

12

File Description	Documents
Any additional information	**View File**
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

414

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://mbits.ac.in/wp-content/uploads/2024/11/ATR15.04.2024.pdf**
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	**View File**

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	**View File**
URL for feedback report	**https://mbits.ac.in/wp-content/uploads/2024/11/ATR15.04.2024.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

320

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

28

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 reviews newly admitted students' academic records and prepares an index score. Based on the index score the students are categorized into advanced and slow learners.**
- **Induction programs are arranged to familiarize them to engineering and technological fields.**
- **In subsequent semesters, students are assessed through their academic performance, faculty feedback, classroom participation and parent feedback.**

Support to Slow Learners:

- **A dedicated remedy period is included in regular weekly timetable.**

- **Remedial night classes with separate timetable are conducted to clarify doubts and re-explain the topics.**

- **Supervised learning system during the study leave.**

- **Providing individual attention.**

- **Counseling and Mentoring sessions are conducted for motivation.**

- **PTA meeting.**

Encouragement to Advanced Learners:

- **Intellectually stimulated with various advanced projects and challenging assignments.**

- **They are usually made class representatives for proactive leadership.**

- **Encouraged to take honours and minor courses in higher semesters.**

- **Students who excel academically are given awards and scholarships as an encouragement and appreciation for their performance.**

- **Motivated for preparing competitive examinations like GATE.**

- **Encouraged to take up Massive Open Online Courses (MOOCs).**

- **Promotes self-learning process.**

- **Overall development through Talent Enrichment Programme, Extracurricular and Co-curricular Activities.**

- **Special Mentoring.**

- **Encouraged to write and present research articles.**

The above process brings out the improvement in results and pass percentage, quality of projects, placements and students' 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
850	**86**

File Description	Documents
Any additional information	**View File**

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

- **Our institute adopts student-centric methodologies to benefit both slow and advanced learners.**
- **With state-of-the-art laboratories, we emphasize experiential learning by offering students additional experiments beyond the university's requirements.**
- **Our Industry-Institute Partnership Cell (IIPC) fosters close ties with industries, organizes seminars and facilitates research collaborations through MoUs.**
- **The IEEE and IEI student chapters, along with the Intellectual Property Rights (IPR) Cell, further enrich student learning through workshops, seminars and technical events.**
- **Participative learning is a key focus, with interactive classes, talent enrichment programand extra curricular activities such as technical fests, quizzes and industrial visits.**

- **Students are encouraged to undertake internships, enhancing their practical knowledge and employability.**
- **The college also promotes problem-solving methodologies through tutorials, assignments and course projects, encouraging students to explore innovative solutions.**
- **Our College Research and Consultancy (CRC) Cell organizes lectures and discussions to nurture research culture.**
- **The Standards Club, Space Club and other initiatives encourage exploration beyond academics.**
- **To ensure global competitiveness, students are motivated to pursue MOOCs and add-on courses, broadening their skills in emerging technologies.**
- **By fostering industry interaction and providing diverse learning platforms, our institute ensures holistic development, preparing students to excel in academia and their professional careers.**

File Description	Documents
Upload any additional information	**View File**
Link for additional information	**https://mbits.ac.in/planning-and-monitoring/iipc/activities/**

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

- **All the faculty use laptop computers for preparing their notes and presentations.**
- **The use of digital platforms for the conduct of online tutorials and examinations is one of the best practices at MBITS.**
- **Even in the current situation, MBITS has ensured seamless continuation of online lectures. Every faculty member uses online applications with ease.**
- **MBITS facultyhave been utilizing platforms such as Google Meet, Zoomand WebEx for conducting online lectures without any issues.**
- **MBITS extensively uses an intranet platform, Elive, which includes attendance, assignmentand test marks, among other features.**
- **Studentsfrequently use online resources like E-journals on DELNET, IETEand subject presentations from the National Digital Library.**
- **They are encouraged to refer E-books for gaining additional knowledge. Since the new generation is more inclined towards e-resources, this is highly convenient.**
- **Some classrooms, Seminar halls andComputer labs of the institution is equipped with Smart boards. Based on the need, the smart boardsare used by the faculty members. The versatility of smart boards makes them very convenient for both faculty and 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

59

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	**No File Uploaded**

2.4 - Teacher Profile and Quality

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

86

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	**View File**

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

8

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

740

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 evaluation process begins with an orientation programme at the start of each academic year, informing students and parents about the process and schedule.**

- **The Examination Committee ensures adherence, with departmental Examination Coordinators overseeing internal tests.**

- **CCTV cameras monitor classrooms, exam cells and labs to maintain integrity.**

- **The evaluation criteria of KTU 2019 Scheme (Test: 25, Attendance: 10, Assignment: 15; Total: 50 marks)**

- **Assessment details and schedules are communicated through multiple platforms like e-Live, Whatsapp message, email and Notice boards.**

- **Results are declared within a week after last exam, allowing students to review answer scripts and resolve queries.**

- **The students are provided with scheme of evaluation for their reference.**

- **Periodic department meetings review results, with internal marks verified by the HoD and Principal.**

- **A result analysis report is shared on e-Live, notice boardsand with class committees.**

- **Parents receive attendance updates via SMS. Also PTA meetings are conducted after internal exams.**

- **All assessment data is stored digitally in e-Live for reference.**

- **Teachers collaborate in committees to ensure fair and unbiased evaluation, maintaining transparency throughout the process.**

- **This comprehensive and monitored approach ensures robust, transparent and student-focused assessments.**

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 the University Level:

- **Information and Registration: Students are notified through e-Live, WhatsApp messages, email and notice boards about registration for internal and university examinations.**

- **Misconduct Prevention: An internal squad monitors examinations to prevent misconduct. Cases of indiscipline or malpractice are reported to the Disciplinary Action Committee (DAC), which conducts inquiries, gathers evidence and allows the student to explain. Recommendations are made as per university guidelines and the Principal forwards cases to the university's controller of examinations.**

- **Grievance Resolution: After university results are published, students can apply for photocopies of answer books for verification and revaluation. Applications, processed by the Principal, are sent to the university within a week and any revised marks are communicated to the students.**

At the Institute Level:

- **Faculty-Level Resolution: Faculty members address evaluation grievances by explaining marking schemes and providing clarity.**

- **Class/Course Committee Meetings: Grievances are discussed during scheduled meetings involving the HoD, class committee chairman, faculty and student representatives.**

- **Handling by Teachers, HoDs and Principal: Grievances are efficiently resolved at multiple levels.**

- **Attendance Monitoring: Attendance is regularly updated on e-Live and monitored by faculty advisors to ensure student regularity and performance.**

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.

- **Program Outcomes (POs) and Program-Specific Outcomes (PSOs) are key elements in assessing the effectiveness of various**

professional programmes. These outcomes are designed to ensure that students are achieving the intended learning objectives of their respective programs.

- POs for the UG and PG are specified by the AICTE and are set as it is. Every department has its own PSOs formulated with due importance to the core areas.
- Course Outcomes (COs) are statements that specify what a learner will know or be able to do as a result of a learning activity. Outcomes are usually expressed as knowledge, skills or attitudes. COs 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, website etc.
- POs &PSOs 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	**View File**
Paste link for Additional information	**https://mbits.ac.in/academics/departments/civil-engineering/peo-po-pso-co-btech/**
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.

The attainment of Course Outcomes is evaluated by direct assessment tools and indirect assessment tools. The contribution of direct assessment and indirect assessment in CO attainment is 80% and 20% respectively.

- Direct assessment is based on the performance of students in internal assessments and in end semester examination. Internal assessment contributes 70% and end semester examination contributes 30% to the total attainment of a CO.

- - Internal Assessment: The tools include internal tests, assignments, tutorials, seminars, practical exams, viva-voce, projects etc.
  - External Assessment: End semester examinations are conducted by the university. The university publishes only the final grade of each course for each student. This grade is converted to marks (%) and the same is used for assessment of all COs of each course.
- Indirect assessment is based on the Course End Survey which is conducted among all students for each course at the end of every semester.

Assessment of POs and PSOs involves both direct and indirect methods. The contribution of direct assessment and indirect assessment in PO & PSO attainment is 80% and 20% respectively.

- Direct assessment involves evaluating students' performance or artifacts directly related to the learning outcomes.The PO & PSO direct attainments are calculated from the attained CO values using the CO-PO & CO-PSO mappings.
- Indirect assessment is based on gathering the opinion / feedback from stakeholders about students' achievement of outcomes.Stakeholders such as students, alumni and employers are surveyed to gather their perceptions of students' preparedness in relation to program outcomes.

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

178

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/wp-content/uploads/2024/12/Student-Satisfactory-SurveyMANUAL-RESPONSE-SUMMARY.pdf

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)

3.5

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

3.1.2 - Number of 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	**View File**
Supporting document from Funding Agency	**No File Uploaded**
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

- **The Innovation and Entrepreneurship Development Cell (IEDC) of the institution is equipped with state-of-the-art facilities and physical infrastructure to develop innovation and entrepreneurial growth.**

- The IEDC is designed to provide students with the necessary skills, knowledge and resources to become successful leaders and entrepreneurs.

- IEDC MBITS has conducted various programmes during the 2023-24 academic year. The programmes conducted can be grouped as innovation phase and technology phase.

- The nodal officer Dr. Arun Eldho Alias received a glorious recognition from the Government of India for the introduction of energy efficient retrofitted kit design for converting combustible vehicle to solar powered.

- A 50 kW on grid solar project was done by final year students with the support from IEDC MBITS. After successful completion, these students came forward with a start-up Penta Power.

- One of the teams under IEDC won the first prize in inter college Hackathon held at Thodupuzha.

- A web hosting platform along with website designing was started by the second-year student of Computer Science and Engineering department in 2024 focusing on software solutions.

- All the Executive committee members and more than 75+ students participated in the IEDC SUMMIT 2023 hosted by College of Engineering, Trivandrum on 12th October 2023.

File Description	Documents
Upload any additional information	**View File**
Paste link for additional information	**https://mbits.ac.in/planning-and-monitoring/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

12

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

6

File Description	Documents
URL to the research page on HEI website	**https://mbits.ac.in/research-consultancy/research-consultancy/**
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

9

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

53

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 the institution actively participate in social service activities leading to their overall development.**
- **The institution runs effectively National Service Scheme (NSS) - two units and National Cadets Corps (NCC). Through this, the institution 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, Swachh Bharath Abhiyan, Social interaction, Environmental awareness, Women empowerment, National Integrity, Aids awareness, Blood donation camp, Health Awareness, Agricultural Programs etc.**
- **All the above 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.**
- **NCC of MBITS started in December 2023 open quota is been attached to 18 KBn NCC Army Wing and has total strength of 66 which includes girl cadets.**
- **NCC fosters the overall development of each of its cadet in every field one can name-be it sports, academics, cultural activities or adventure activities.**
- **The NCC Cadets from the institution have participated in the NCC ATC Camp at Kulamavu and Moolamattom.**

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

6

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

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

50

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

850

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

100

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

15

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, Computer Science and Engineering, MCA & Science and Humanities Departments - housed in the Main Block

- Polytechnic - St. Thomas Block

- Classrooms - 39, of which 25 are ICT enabled

Computer Facilities

- The institution has 8 computer labs and a total of 497 PCs.

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

Library

- Area - 632 sqm

- Books - 22,200

- Rare books (119), journals (48), magazines (10) & non-book materials (200)

- Department wise book status: ME - 291, CE - 293, CSE - 600, EEE - 228, ECE - 306

Hostel

- Men's hostel - 44 rooms, can accommodate a total of 176 inmates (171 present)

- **Ladies hostel - 64 rooms, can accommodate a total of 192 inmates (160 present)**

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

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 extra curricular 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 various clubs like Dance Club, Music Club, Fashion Club, ENCON Club, Nature Club, Arts & Sports Club, Yoga Club etc. and all theclubs conductvarious programs.

Talent Enrichment Program (TEP)

- TEP is initiated at the institution to identify, nurture and develop the skills and potential of students.
- Two hours (2.30 pm - 4.30 pm) are allocated every Wednesday in the timetable for TEP activities which includes both Co-curricular and Extra-curricular activities.

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

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

30

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)

53.33069

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)

The institute's Central Library, located on the first floor of the main building, covers 632 sqmand seats 150. It uses KOHA software for computerized transactions and the Dewey Decimal Classification system.

- Name of ILMS software : KOHA
- Nature of automation (fully or partially) : Partially
- Version : 19.05.04.000
- Year of Automation : 2010

The library holds 22,200 volumes, including 4,780 titles, 750 e-books, 3 international journals, 30 national journals, and 797 e-journals. It also subscribes to 5 news dailies and 10 periodicals. The library is open from 8:30 AM to 5:30 PM on weekdays and Saturdays, with CCTV security. Services include reprographic, printingand internet access.

The Digital Library offers online resources such as DELNET, NDLI, ScienceDirect, IETE, Turnitinand NPTEL. DELNET promotes resource sharing, NDLI provides access to textbooks and articles, ScienceDirect offers 297 e-journalsand IETE covers electronics and IT. Turnitin checks for plagiarism, while NPTEL offers free video courses from IIT professors.

These resources support academic and research needs, making the library a key hub for both students and faculty, offering extensive physical and digital materials across various disciplines.

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 toe-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)

6.20678

File Description	Documents
Any additional information	**View File**
Audited statements of accounts	**View File**
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

80

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

- **Our institution prioritizes technological advancements with regular updates to IT infrastructure, including high-speed Wi-Fi, ensuring seamless access to digital resources, online classes and collaboration. Wi-Fi systems are periodically upgraded for campus-wide coverage, faster speeds and enhanced security. All computers are connected via LAN/WAN using optical fibers and twisted-pair cables, supported by advanced networking devices.**

- **Latest security solutions, such as Seqrite Endpoint Security and Sophos firewall, safeguard against internet threats with features like anti-malware, intrusion prevention, virtual private networking and application control.**

- **Microsoft's Enrollment for Education Solutions (EES) provides cost-effective access to cutting-edge software, toolsand cloud-based solutions for educators and students.**

- **ICT-enabled classrooms and well-equipped laboratories support academic and extra curricular activities. Computers, printers, scannersand Wi-Fi access points are installed across offices, libraries, staff rooms and hostels, with laptops available for seminars and workshops.**

- **E-Live Campus automation ensures efficient campus management, offering remote access to student records for teachers and parents while incorporating an online feedback system developed by students.**

- **The campus is secured with a comprehensive CCTV surveillance system. Annual Maintenance Contracts (AMCs) are renewed regularly to maintain PCs, software, firewalls and the website, ensuring uninterrupted functionality and optimal performance.**

File Description	Documents
Upload any additional information	**View File**
Paste link for additional information	**https://mbits.ac.in/facilities/computer-center-for-browsing/**

4.3.2 - Number of Computers

497

File Description	Documents
Upload any additional information	**View File**
List of Computers	**View File**

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

File Description	Documents
Upload any additional Information	**View File**
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)

148.85307

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.**

- **The maintenance and housekeeping of the classrooms, laboratories, libraryand the institute as a whole are taken care of by the non-teaching staff.**

The institution ensures the maintenance and effective utilization of its physical, academicand support facilities through an annually allocated budget.

Laboratory:

- **Major repairs are overseen by the purchase committee.**

- **Legal antivirus software is installed to protect systems from potential risks.**

Library:

- **The library provides a conducive reading atmosphere with well-maintained tables and chairs.**

- **Maintenance includes barcoding, repairingand rebinding damaged books.**

Classrooms:

- **The institute maintains a conducive learning environment with desks, chairs, instructional materials, proper lightingand ventilation.**

- **Regular servicing of classroom equipment and furniture is conducted.**

Sports:

- **Play areas are regularly maintained under the supervision of the physical education faculty.**

- **Students utilize sports facilities for physical fitness and competition preparation.**

Canteen:

- **A fully-equipped canteen, supervised by college staff, provides hygienic food.**

- **Additionally, a new cafeteria offers refreshments to staff and students.**

Transportation:

- **The transport in-charge manages vehicle routes, ensures proper maintenanceand obtains necessary clearance certificates and permits from the RTA.**

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

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

10

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

340

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/fitness-center/**
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

368

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

368

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	**A. All of the above**

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

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

108

File Description	Documents
Self-attested list of students placed	**View File**
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

11

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

8

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.

5

File Description	Documents
e-copies of award letters and certificates	**View File**
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 2023-24 Academic year, students had active participation in the following Academic and Administrative bodies/committees of the institution such as,**
  - **College union**
  - **IQAC**
  - **Anti-Ragging Committee**
  - **Alumni Association**
  - **Training & Placement Cell**
  - **Departmental associations**
  - **Various other academic committees of the college.**
- **Class Representatives (CR) are chosen from each class, with one representative being a boy and one being a girl. As a representative, the CR delivers the opinions and complaints of students to the relevant authorities for consideration and a peaceful resolution. The Students' Representative offers insightful unofficial input on the curriculum, instruction, learningand assessment procedures.**
- **Class/course Committees:Every program has class/course committees, which are made up of faculty members chosen by the department head, aside from the course instructors, and students who represent each class. The class/course committees**

offer input on every facet of the course and program. Regular meetings of the class/course committees are held at least thrice a semester.

- **Sports and Cultural Committees:**Students assist in the planning and administration of events and are well-represented on all committees related to culture, sportsand gaming.
- **Hostel Administration:**When it comes to managing and running the hostel, students offer a lot of assistance. Every hostel has a mess committee, cultural committee, sports committee, cleanliness committee, captain, and vice-captain.
- **Throughout the year, students plan co-curricular and extracurricular activities and contests. Celebrations of Independence Day, Republic Day, Engineers Day, Science Day, and other NSS and social service events are among the activitiesthat students plan.**

File Description	Documents
Paste link for additional information	**https://mbits.ac.in/about-us/college-union/**
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

36

File Description	Documents
Report of the event	**View File**
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 alumni form the major strength of an institution.The college has a registered alumni unit (MBITSAA) with registration number EKM/TC/408/2019. The executive committee is led by chairman Dr. Thomas George, Principal and secretary Dr. Arun Eldho Alias, Associate Professor, EEE dept. Association meets twice in an academic year as it is the flag bearer of the developments in the institution. The MBITS Alumni Association has a global presence, with active chapters in countries such asUAE, Canada, Germany,

Australia, USA, UKand New Zealand. This wide-reaching network fosters connections among alumni, enabling collaboration, professional developmentand engagement across borders.

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

- 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.
- The Alumni Association has made significant contributions to the development of the institute, including enhancing the aesthetic design of the campus front area, renovating the canteen and auditoriumand constructing a bike parking shed.

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

5.4.2 - Alumni contribution during the year (INR in Lakhs)	A. ≥ 5Lakhs

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 as part with international standards.

Allied with the mission, we cultivate a supportive campus culture that promotes growth, innovation, and civic responsibility.

- **Computer Science and Engineering (Data Science) program introduced in 2023 to advance technical education.**

- **Scholarships providing for students from rural backgrounds.**

- **NCC & NSS to promote ethical values.**

- **MCA & M.Tech. programs as postgraduate studies, and PhD opportunities to advance research.**

We foster a positive culture that enhances academic and professional excellence, ensuring students to thrive in their fields and to navigate global challenges and drive national progress.

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

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

- **Decentralization is having a significant impact on policies-planning and management in achieving the programme outcomes.**
- **This was materialized by committees functioning at various levels contributed by staff and students. This provided a platform for students to take part in participative management.**
- **Talent Enrichment Programme (TEP), union activity, arts fest, sports fest, various academic committees like class committee etc are functioning and faculty serve as in-charges for college-level cells and clubs.**
- **TEP focuses on nurturing student skills through clubs like Music, Sports, Quiz Club, and Tech Innovators Hub. Students actively coordinate the programs, while staff members oversee and monitor all activities. Two hours every Wednesday (2:30 pm**

- 4:30 pm) are dedicated to TEP activities, monitored by the IQAC, covering co-curricular and extra-curricular domains.
- Rhythm 2024, the two-day arts fest held on April 18-19, 2024, was a vibrant celebration of talent and cultural exchange. Students coordinated events while faculty supervised. Highlights included inter-college competitions such as, Medhya, band competition, Thandav, dance competition and Anokhi, fashion show competition. These initiatives reflect MBITS's commitment to holistic student development and decentralized participatory management.

File Description	Documents
Paste link for additional information	**https://mbits.ac.in/campus-life/talent-enrichment-program/**
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 an ongoing and dynamic process, with continuous efforts by the management to enhance the institution's quality, infrastructure, academic standards, and overall reputation. Strategic planning provides a clear framework and direction for progress. The strategic planning process begins with brainstorming ideas and soliciting input from all stakeholders, including faculty, students, alumni, and industry partners. This inclusive approach ensures that the plan reflects the needs, aspirations, and expertise of all key groups associated with the college. Tasks are categorized based on priority and the resources required to achieve them. Each department identifies areas for improvement and proposes strategies to enhance the institution's quality. After approval by the higher authorities, departments are instructed to implement their strategic plans to achieve their objectives. Constant support and collaboration across departments are provided throughout the process.

- Accreditation of the institute (ISO-NAAC-NBA).

- 100% placement.

- Strengthening Industry Connections and Collaboration.

- Establish dedicated research centres in each engineering domain.

- Achieving At Least 2 Funded Projects from Each Department

- Achieving 90% Faculty with Ph.D.

- Emerging Technology domains.

- **Achieving at least 2 paper publications per faculty in each department in peer-reviewed journals**

- **Transforming MBITS (Mar Baselios Institute of Technology and Science) into MBITS University.**

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/2024/11/SPW-REPORT_FINAL.pdf**
Upload any additional information	**View File**

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 of the nine institutions under the Mar Basil Group of Institutions.**
- **The administrative management is overseen by the Board of Directors, consisting of the Chairman, Secretary, Treasurer, and six other board members, selected from the Board of Trustees.**
- **The Board of Directors is supported by the Board of Governors and the Advisory Board.**
- **The Advisory Board comprises experienced academicians and professionals who guide and consult on the institution's growth.**
- **The Board of Governors suggests initiatives like new courses and infrastructure development, while the Board of Directors holds the ultimate authority for decision-making.**
- **The Director provides strategic leadership and direction, overseeing the institution's operations.**
- **The Principal, who reports to the Board of Directors through the Director, serves as the academic and administrative head.**
- **The Deans and IQAC support the Principal in academic and administrative activities.**
- **The Administrative Officer, Training & Placement Officer, and Heads of Departments (HoDs) report to the Principal.**
- **Teaching and technical staff report to their respective HoDs, while office staff, hostel matrons/caretakers, library staff, and canteen staff report to the Administrative Officer.**

File Description	Documents
Paste link for additional information	**https://mbits.ac.in/about-us/management/board-of-directors/**

Link to Organogram of the institution webpage	https://mbits.ac.in/wp-content/uploads/2024/12/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	**View File**
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

- **Staff Benevolent and Recreation Forum was established for supporting and enriching the lives of MBITS staff members through financial Assistance, recreation and community focused initiative.**
- **Family meet is organized to foster connection between faculty and their families which promotes a sense of community outside the academic environment.**

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 for PhDby giving adequate support.**
- **Personal accident insurance schemes were taken for all employees of the institution.**
- **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 outskirtsof 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.**

- **Yearly increment in salary is provided.**

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.**
- **Yearly increment in salary is provided.**

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

0

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

5

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

42

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 institute has a very transparent self-appraisal system. This helps to figure out what are the faculty's strengths and weaknesses and it allows one to take an honest look at oneself. It is a process of self-evaluation to determine the level of one's own efficiency and is a part of continuing professional development or career advancement. The performance of faculty for one academic year is evaluated by the management by conducting a review meeting and suitable suggestions and remedial actions were discussed to improve the overall performance of the faculty. The evaluation of a faculty is done mainly for 3 categories:

I. Teaching, Learning & Evaluation related Strategies

- Lectures, Lab, Contact Hours

- University Exam Results

- Student Feedback

- Workload

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

- Use of participatory and innovative teaching / learning methodologies (use of ICT, ELibrary, Remedial classes)

- Examination duties (Invigilation, Question Paper setting, Evaluation of students in theory / practical examination)

II. Co-curricular, Extension and Professional Development Activities

- **Co-Curricular Activities and Extension Activities, Institutional Responsibilities and Contribution to Corporate Life**

- **Departmental Responsibilities, Professional Responsibilities / Training Programmes**

III. Research and Academic Contributions

- **Published Papers in Journals / Patents filed**

- **Papers presented in Conferences / Seminars**

- **Online Certificate courses attended**

- **FDPs, Conferences, Seminars, Webinars, Workshops attended / organized.**

From all the categories, an Academic Performance Index (API) score is calculated. The completed self-appraisal is signed by Head of the Department and then submitted to principal for further review and action.

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 Trust, 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 PTA , Alumni 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 has been granted registration under section 10(23C) and section 12A of the Income Tax Act.**

File Description	Documents
Paste link for additional information	**https://mbits.ac.in/audited-financials/**
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)

993.55

File Description	Documents
Annual statements of accounts	**View File**
Any additional information	**No File Uploaded**
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: The institute secures loans from banks at reduced interest rates by maintaining strong liquidity, a healthy DSCR, and favorable debt-to-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: The management trust 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 andFaculty Development Programmes Purchase of Text books and Subscription of journals for Library.**
- **Infrastructural Development and Facility Enhancement**
- **Maintenance**
- **Upgradation of Lab facilities**

File Description	Documents
Paste link for additional information	**https://mbits.ac.in/audited-financials/**
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

- **The Internal Quality Assurance Cell (IQAC) of MBITS is pivotal in driving quality enhancement and ensuring the institutionalization of quality assurance strategies and processes on the campus.**
- **As a result, two out of five engineering departments in the college are preparing to apply for NBA accreditation.**
- **This helps in enhancing the quality benchmarks and aids in implementing best practices like conducting conferences at the international level.**
- **As a result, the Electronics and Communication Engineering department of MBITS has organized an International Conference in February 2024.**
- **Also, the Civil department of the institution is planning for an international conference where delegates from different regions will attend and present their papers.**
- **The remedial night class is another initiative of IQAC, where the students are allowed to learn under the supervision of teachers during their study time.**

- **Under this scheme, students can perform combined studies, ask doubts to teachers and can also access ICT tools for doubt clearing.**
- **Remedial night classes are organized to support slow leaners.**

File Description	Documents
Paste link for additional information	**https://mbits.ac.in/planning-and-monitoring/iqac/iqac-action-plan/**
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

- **As the teacher facilitates the acquisition of knowledge and skill, methods to monitor the level of its accomplishment are necessary to understand the effectiveness of the teaching-learning process.**
- **The IQA cell constantly monitors this through various initiatives like taking student feedback (two times per semester), Internal academic audits, PTA meetings and Online student/Parent surveys.**
- **The result analysis of staff (Once a year) is another method to identify the academic performance of a teacher concerning the consecutive results on the same subject over the years.**
- **Also, the course outcome attainment performed in each semester helps in directly measuring whether the students are acquiring the intended knowledge and skills within a specific course which is a clear indicator of the effectiveness of teaching methods and it will also help to make suitable changes in teaching methodologies.**
- **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.**
- **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/planning-and-monitoring/iqac/overview/**
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/planning-and-monitoring/iqac/overview/
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

Equal opportunities are provided to all individuals irrespective of gender, race, caste, religion or other status.

Safety and Security:Provided CCTV Surveillance throughout the campus for 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 & well-trained and vigilant wardens are appointed. Male and Female doctors are available.A complaint box to receive grievances or suggestions from the students.

Curricular, co-curricular and Extra-curricular activities: The institution organizes various programs to promotegender equity and sensitization in association with women cell ICC for the upliftment and empowerment of women. Anti-ragging cell of MBITS conducts awarenessfor students. Every year the college conducts Arts and Sports, with equal opportunities based on gender.

Counselling: Counsellor is available for 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:

Grievance Redressal Cell

Women Cell and Internal Complaints Committee (ICC)

Anti-Ragging Committee & Squad

Disciplinary Action Committee

SC/ST Committee

Student Welfare Committee

File Description	Documents
Annual gender sensitization action plan	**https://mbits.ac.in/wp-content/uploads/2024/12/GENDER-SENSITIZATION-PLAN2023-24.pdf**
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/2024/12/SPECIFIC-FACILITIES-FOR-WOMEN2023-24.docx.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	**A. 4 or All 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 bio-degradable 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 non-hazardous 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	**No File Uploaded**
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**

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.**

- **Educational scholarships are given for students of disadvantaged sectors.**

- **MBITS actively celebrates a range of festivals, including Onam, Christmas, Bakrid ,Holi and others thereby building an atmosphere of mutual respect and harmony among students and staff from diverse backgrounds.**

- **RHYTHM 2024, the two-day arts festival featured a wide array of intercollegiate competitions, such as: Thandav (dance competition), Medhya (band competition) and Anokhi (fashion show).These events attracted enthusiastic participation from students across various colleges, offering them a platform to express their artistic talents, exchange ideas, and celebrate diverse cultural traditions.**

- **The college hosts several cultural clubs—such as those focused on dance, music, fashion etc., that serve as platforms for students to explore regional and global cultural traditions.**

- **Talent Enrichment Programs are held every Wednesday, where students are offered equal opportunities and support to develop and excel in their chosen fields of interest.**

- **The institution is also dedicated to empowering women and promoting gender equality. The Women's Cell organized initiatives like anaemia awareness and detection, women empowerment talks, work-life balance seminars and many more.**

- **The NSS units of MBITS organise several fundraising programs to help economically disadvantaged sectors for building homes and so on. It encourages social responsibility through community initiatives.**

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	**No File Uploaded**

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

- **MBITS focuses on educating students as constitutionally aware citizens, emphasizing their Fundamental Rights and Duties through various programs.**

- **Republic Day, Independence Day, and Environmental Day are celebrated annually to promote patriotism.**

- **Yoga Day is observed on June 21st to encourage long-term health benefits through yoga.**

- **Expert talks on human values are included in the first-year induction program, covering topics like "Preparation for being a Successful Professional," "Harmony in Society," and "Aspirations & Fulfillment."**

- **The HUT 200 Professional Ethics and MCN 202 Constitution of India courses are included in the syllabus, covering professionalism and India's constitutional framework.**

- **MBITS has an active NCC unit that instills discipline, leadership, and patriotic commitment.**

- **The Job Fair Udyog, held on November 17, 2023, had 1375 registrations, with 106 appointments and 458 shortlisted candidates.**

- **Teacher's Day was celebrated on September 5th, 2023, in appreciation of teachers' contributions.**

- **A psychology session was held on December 5th, 2023, by Counsellor, in collaboration with IEDC and Union MBITS.**

- **MBITS has two active NSS units (Unit No.227 & 571) with 200 students engaged in community service.**

- **MBITS celebrated its 14th Foundation Day on October 26, 2023.**

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	**https://mbits.ac.in/wp-content/uploads/2024/12/Sensitization-of-students-and-employees-to-the-constitutional-obligations-.pdf**
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	**View File**
Any other relevant information	**View File**

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

- **Every year we are hoisting flags and taking oaths in connection with Independence day and Republic day.**

- **Festivals like Onam, Holiand Christmas are celebrated every year.**

- **The Math-Science Clubconducted a poster designing competition on the topic Global Science forglobal wellbeingas part of"World science day celebration" on 27th October 2023.**

- **"Shed light on women to expose her hidden talents"- A talk conducted in connection with "International Women's day" celebration on 13th March 2024.**

- **"Energy Conservation Day" was observed on 14th December 2023. A pledge was also taken by the volunteers with respect to energy conservation. A Poster Design competition was also held.**

- **"National Trauma awareness day" was celebrated on 9th February 2024. An awareness campaign in collaboration with Mar Baselios dental college and association of oral and maxillofacial surgeons of Kerala.**

- **Students took a pledge on "World Aids day", which was held on 1st December 2023.**

- **"Ozone Day celebration" was held on 16th September 2023. Students organized a gardening session.**

- **Campaign against Plastic Waste was held on 5th June 2023"World Environment Day"**

- **IEI Students' Chapter celebrated "World Engineering day for sustainable development" on 4th March 2024.**

- **"World Water Day", celebrated on March 22nd annually, emphasizes the importance of freshwater and advocates for sustainable management of freshwater resources.**

- **IEI Students' Chapter celebrated "GIS Day" on 17th of November 2023 to explore GIS and its significance in various fields.**

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: Remedial classes

Objectives of the Practice:Remedial classes are crucial in ensuring that no student is left behind in a course that is essential for the future workforce.

The Context:Remedial classes are designed to provide personalized assistance to students who may be struggling in particular subjects, improving problem-solving skillsand fostering confidence in students so they can excel in their studies.

The Practice:Remedial classes conducted in 2023-24 are,

- **B.Tech S2/S4/S6 -11th to 15th March 2024,4.30 PM to 7.30 PM**
- **B.Tech S5 -21st to 24th November 2023,5 PM to 8 PM**
- **B.Tech S1/S3 -4th to 8th December 2023,5 PM to 8 PM**

Evidence of Success:

Remedial classes enhance academic performance, confidenceand career prospects, addressing learning gaps and promoting lifelong skills developmentsuccessfully.

Best Practice-2

Title of the Practice: Response to society

Objectives of the Practice:

Man is primarily a member of asocial community. He should not only be concerned about himself but also for the welfare and development of society as a whole.

The Context:

For doing social service the only thing which is important is the strong will to do something for the betterment of the society.

The Practice:

Some of the activities of social responsibility doneare Tree Planting Campaign, Sasneham Oru Oonu, Green Protocol Awareness,

Cloth Bag Challenge etc.

Evidence of Success:

The NSS units got several achievements and recognitions form government and non-government agencies for their social commitment.

File Description	Documents
Best practices in the Institutional website	https://mbits.ac.in/wp-content/uploads/2024/12/Best-Practices-2023-24.pdf
Any other relevant information	https://mbits.ac.in/professional-associations/nss/

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

Institutional Distinctiveness: Talent Enrichment Program (TEP)

- **MBITS is committed to nurture a positive campus culture and equip the younger generation to take our nation forward.**
- **We have included Talent Enrichment Program (TEP) in the weekly timetable (from 2:30 pm to 4:15 pm every Wednesday)to ensure the same.**
- **TEP includes Co-curricular and Extra-Curricular activities to enhance critical thinking, creativity, professionalism, analytical skills, soft skills and overall knowledge of students.**
- **It opens broad vistas for students to network with peers, work on collaborative projects, gain expert guidance; indulge in thought provoking discussions and debates, avail latest cutting edge technology, socialise, improve physical fitness and mental health.**
- **Talent enrichment program includes Mind area, Tech Innovators Hub, Creative Constructors Club, Spotlight creators, Nature club, Dance Club, Music club, Fashion club, Imaginers club, Football team,Soft ball, Badminton team, Gymnasium, Karate, Yoga, Boxing team, Chess Team and Indoor games.**
- **Staff members assigned for each activity assist students in charge to take attendance and maintain program register.**
- **The student in-charge prepares an action plan, records minutes of meeting and actions taken for each gathering.**
- **Monetary expenses for each activity is forecasted and submitted to TEP coordinator for realisation of funds.**
- **Talent enrichment programme started in the academic year 2023-24 and continues unhampered till date.**
- **Students are provided the opportunity to choose programmes based on their whims and fancies to venture into a new programme at a later point of time according to their change in interest.**

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. Implementation of strategic planning for Result improvement. 2. Implementation of strategic planning for quality enhancement in Teaching - Learning. 3. Infrastructure facilities monitoring and up-gradation. 4. Conducting academic audits as per university schedule. 5.Action plan and follow-up for all Professional societies, Clubs, Cells and Associations. 6. Organize seminars, webinars, conferences and workshops for value addition and skill development. 7. Review of Quality policy, HR manual and Safety manual of the Institute. 8. Innovative teaching methodologies to make learning as a pleasure for students. 9. Identification of eminent alumni from various streams and conduct alumni lecture series. 10. Improve industry-instituteinteraction through Industry Institute Partnership Cell. 11. Continuation of Talent Enrichment Program. 12. Improvement in hostel facilities. 13. Feedback from all stakeholders. 14. Add-on courses implementation. 15. ERP software awareness program for new staff members. 16. Best project awards for various programs. 17. Special appreciation award for students and staff.