

AQAR (AY 2013-14)

Part – A

Data of the Institution

(data may be captured from IIQA)

1. Name of the Institution **Birla Institute of Technology**

- Name of the Head of the institution : **Dr. M. K. Mishra**
- Designation: **Vice Chancellor**
- Does the institution function from own campus: **YES**
- Phone no./Alternate phone no. **0651 2275402**
- Mobile no. : **9431100447**
- Registered Email : **vc@bitmesra.ac.in**
- Alternate Email : **registrar@bitmesra.ac.in**
- Address : **BIT Mesra**
- City/Town : **Ranchi**
- State/UT : **Jharkhand**
- Pin Code : **835215**

2. Institutional status:

- University: State/Central/Deemed/Private: **Deemed**
(Tick appropriate)
- Type of Institution: Co-education/Men/Women : **Co-education**
- Location : Rural/Semi-urban/Urban: **Rural**
- Financial Status: Centrally funded/state funded/Private : **Private**
(please specify)
- Name of the IQAC Co-ordinator/Director: **Prof. B.N.Sinha**
- Phone no. /Alternate phone no. : **+916512276052**

- Mobile: **9431382671**
- IQAC e-mail address: **iqac@bitmesra.ac.in**
- Alternate Email address: **bnsinha@bitmesra.ac.in**

3. Website address: **www.bitmesra.ac.in**

4. Whether Academic Calendar prepared during the year? **YES**

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1 st	B+	78.25	2003	from: 16/9/2003 to: 15/9/2008
2 nd				from: to:
3 rd				from: to:
4 th				from: to:
5 th				from: to:

6. Date of Establishment of IQAC: DD/MM/YYYY: 22/09/2010

7. Internal Quality Assurance System

7.1 Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & duration	Number of participants/beneficiaries
NBA Accreditation of UG Program	16-09-2011 - 15-09-2014	1) Electronics & Communication Engg
	16-09-2011 - 15-09-2014	2) Mechanical Engg
	15-03-2012 - 14-03-2015	3) Electrical & Electronics Engineering
	15-03-2012 - 14-03-2015	4) Production Engineering
NBA Accreditation of PG Program	16-09-2011 - 15-09-2014	1) Microwave Engg
	15-03-2012 - 14-03-2015	2) Aerodynamics
	15-03-2012 - 14-03-2015	3) Control Systems
	15-03-2012 - 14-03-2015	4) Power Systems

Note: Some Quality Assurance initiatives of the institution are:

(Indicative list)

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

- Any other Quality Audit

8. Provide the list of Special Status conferred by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/ Department/Faculty	Scheme	Funding agency	Year of award with duration	Amount
Institution	TEQIP-II	NPIU(MHRD)	2011-16	17.5 Cr

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

*upload latest notification of formation of IQAC

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

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

Yes/No : Yes (Only notification uploaded)

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

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

If yes, mention the amount:

Year:

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

- * Accreditation Awareness drive
- * MoU with Academic Institutions
- * Quality Training programs
- * TEQIP-II
- *

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

Plan of Action	Achievements/Outcomes
Sustenance of accredited programs	Updation of accredited programs

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

Name of the statutory body:

Date of meeting(s):

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

Yes/No: **NO**

Date:

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

Year: **2014-15**

Date of Submission: **19/08/2015**

17. Does the Institution have Management Information System?

Yes No




If yes, give a brief description and a list of modules currently operational.

(Maximum 500 words)

The management information system at BIT Mesra has been in force since 2011 with three modules implemented for the purpose of proper record keeping and difficulty free functioning of different sections. All the three modules works independently. Osprey Technology from Kolkata provides the three different module which are listed below

- 1) Administration
- 2) Finance and Accounts
- 3) Student Admission and support

Part-B

CRITERION I – CURRICULAR ASPECTS					
1.1 Curriculum Design and Development					
1.1.1 Programmes for which syllabus revision was carried out during the Academic year					
Name of programme	Programme Code	Dates of revision			
NA					
1.1.2 Programmes/ courses focussed on employability/ entrepreneurship/ skill development during the					
 1.1.2.xlsx (Excel Enclosed)					
Academic year					
Programme with Code	Date of Introduction	Course with Code	Date of Introduction		
1.2 Academic Flexibility					
 1.2.1.xlsx (Excel Enclosed)					
1.2.1 New programmes/courses introduced during the Academic year					
Programme/Course			Date of introduction		
1.2.2 Programmes in which Choice Based Credit System (CBCS)/Elective Course System implemented at the University level during the Academic year.					
Name of Programmes adopting CBCS	UG	PG	Date of implementation of CBCS / Elective Course System	UG	PG
NA					
1.3 Curriculum Enrichment					
1.3.1 Value-added courses imparting transferable and life skills offered during the year					
 1.3.1.xlsx (Excel Enclosed)					
Value added courses		Date of introduction		Number of students enrolled	
1.3.2 Field Projects / Internships under taken during the year					
Project/Programme Title			No. of students enrolled for Field Projects / Internships		
NA					
1.4 Feedback System					
1.4.1 Whether structured feedback received from all the stakeholders.					
1) Students	2) Teachers	3) Employers	4) Alumni	5) Parents	
Yes	Yes	No	Yes	No	

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

The feedback is collected systematically from all stakeholders. The feedback mechanism is formulated to get feedback on the courses, syllabus, programmes, teachers, overall system, etc. These are collected either through soft or hard copy format. Collected feedbacks are analysed by the respective heads of concerned departments and after a due consideration in departmental faculty meetings, they are communicated to the Dean Academic Program to be implemented through Board of Studies and Academic Council, if found feasible. The feedback on teachers are being discussed and deliberated upon with the respective teachers by the head of concerned department and accordingly faculty members are advised to make necessary changes and improve. The analysis of the course and program feedback helps the Institute to consider any revision of courses, addition/subtraction of elective courses, change in program structure, etc. The exit feedback gives a holistic view of the Institute as a whole and the scope of further improvements and developments in major areas such as administration, hostels, ambience, library, internet, infrastructures, etc. These feedbacks are shared with the concerned officers to take an action on particular matters of concern.

CRITERION II -TEACHING-LEARNING AND EVALUATION

2.1 Student Enrolment and Profile



2.1.1.xlsx

2.1.1 Demand Ratio during the year (Excel Enclosed)

Programme name	Number of seats available/sanctioned	Number of eligible applications received	Number of Students admitted

2.2 Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of full time teachers available in the institution teaching only UG courses	Number of full time teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2013-14	885	606	95	34	188

2.3 Teaching - Learning Process

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

Number of teachers on roll	Number of teachers using ICT (LMS, e-Resources)	ICT tools and resources available	Number of ICT enabled classrooms	Number of smart classrooms	E-resources and techniques used
NA					

2.3.2 Students mentoring system available in the institution? Give details. (maximum 500 words)

Students during their academic Journey in the institution, need mentoring / guidance from their faculty member/s. Students mentoring needs may arise from very simple matters like selection of electives, registration to respective credits or more complicated like career counselling etc. Each faculty member is the mentor of a group of 20 to 25 students. First year students have mentors from the departments teaching Basic Engineering Science and second, third, fourth year students have mentors from the parent

department. Departmental faculties continue to be mentors for the same group of students till their graduation. The mentor performs the following functions, however these are not limited to this list. A mentor can always do more for the benefit of the students

1. Meet the group of students at least twice a month
2. Continuously monitor, counsel, guide and motivate the students in all academic matters
3. Regularly monitor and advice regarding attendance and performance in various institute assessment examination.
4. Contact parents/guardians if situation demands e.g. academic irregularities, undesirable behavioural changes and interpersonal relations, detrimental activities etc
5. Advise students in their career development/professional guidance

Number of students enrolled in the institution	Number of fulltime teachers	Mentor: Mentee Ratio
4923	317	.06

2.4 Teacher Profile and Quality

2.4.1 Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
318	314	4	3	226

2.4.2 Honours and recognitions received by teachers

(received awards, recognition, fellowships at State, National, International level from Government, recognised



2.4.2.xlsx

bodies during the year) (**Excel Enclosed**)

Year of award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies

2.5 Evaluation Process and Reforms

2.5.1 Number of days from the date of semester-end/ year- end examination till the declaration of results



2.5.1.xlsx

during the year (**Excel Enclosed**)

Progra mme Name	Progra mme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination

2.5.2 Average percentage of Student complaints/grievances about evaluation against total number appeared in the examinations during the year

***Do not include re-evaluation/ re-totalling**

Number of complaints or grievances	Total number of students	Percentage
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about evaluation	appeared in the examination	
39	4975	0.8

2.6 Student Performance and Learning Outcomes

2.6.1 Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

https://bitmesra.ac.in/Visit_Department_Page?cid=1&deptid=50&pid=12



2.6.2.xlsx

2.6.2 Pass percentage of students **(Excel Enclosed)**

Program me Code	Program me name	Number of students appeared in the final year examination	Number of students passed in final Semester /year examination	Pass Percentage

2.7 Student Satisfaction Survey

2.7.1 Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink) NA

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 Promotion of Research and Facilities

3.1.1 Teachers awarded National/International fellowship for advanced studies/ research during the



3.1.1.xlsx

year **(Excel Enclosed)**

	Name of the teacher awarded the fellowship	Name of the Award	Date of Award	Awarding Agency
National				
International				

3.1.2 Number of JRFs, SRFs, Post Doctoral Fellows, Research Associates and other fellows in the



3.1.2.xlsx

Institution enrolled during the year **(Excel Enclosed)**

Name of Research fellowship	Duration of fellowship	Funding agency

3.2 Resource Mobilization for Research

3.2.1 Research funds sanctioned and received from various agencies, industry and other organisations



3.2.1.xlsx

(Excel Enclosed)

Nature of the Project	Duration	Name of the funding Agency	Total grant sanctioned	Amount received during the year
Major projects				
Minor Projects				
Interdisciplinary Projects				
Industry sponsored Projects				
Projects sponsored by the University				
Students Research Projects (<i>other than compulsory by the University</i>)				
International Projects				
Any other(Specify)				
Total				

3.3 Innovation Ecosystem

3.3.1 Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia



3.3.1.xlsx

Innovative practices during the year **(Excel Enclosed)**

Title of Workshop/Seminar	Name of the Dept.	Date(s)

3.3.2 Awards for Innovation won by Institution/Teachers/Research scholars/Students during the



3.3.2.xlsx

year **(Excel Enclosed)**

Title of the innovation	Name of the Awardee	Awarding Agency	Date of Award	Category

3.3.3 No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Centre	Name	Sponsored by
NA		

Name of the Start-up	Nature of Start-up	Date of commencement
NA		

3.4 Research Publications and Awards



3.4.1.xlsx

3.4.1 Ph. Ds awarded during the year **(Excel Enclosed)**

Name of the Department	No. of Ph. Ds Awarded



3.4.2.xlsx

3.4.2 Research Publications in the Journals notified on UGC website during the year **(Excel Enclosed)**

	Department	No. of Publication	Average Impact Factor, if any
National			
International			

3.4.3 Books and Chapters in edited Volumes / Books published, and papers in National/International



3.4.3.xlsx

Conference Proceedings per Teacher during the year **(Excel Enclosed)**

Department	No. of publication



3.4.4.xlsx

3.4.4 Patents published/awarded during the year

Patent Details	Patent status Published/Filed	Patent Number	Date of Award

3.4.5 Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the paper	Name of the author	Title of the journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citations
NA						

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

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



3.4.7.xlsx

3.4.7 Faculty participation in Seminars/Conferences and Symposia during the year : **(Excel Enclosed)**

No. of Faculty	International level	National level	State level	Local level
Attended				

Seminars/ Workshops				
Presented papers				
Resource Persons				

3.5 Consultancy



3.5.1.xlsx

3.5.1 Revenue generated from Consultancy during the year (Excel Enclosed)

Name of the Consultant(s) department	Name of Consultancy project	Consulting/Sponsoring Agency	Revenue generated (amount in rupees)

3.5.2 Revenue generated from Corporate Training by the institution during the year

Name of the Consultant(s) & Department	Title of the Programme	Agency seeking training	Revenue generated (amount in rupees)	Number of trainees
NA				

3.6 Extension Activities

3.6.1 Number of extension and outreach programmes conducted in collaboration with industry, community and Non-Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the Activities	Organising unit/ agency/ collaborating agency	Number of teachers coordinated in such activities	Number of students participated in such activities
NA			

3.6.2 Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the Activity	Award/recognition	Awarding bodies	No. of Students benefited
NA			

3.6.3 Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/ agency/ collaborating agency	Name of the activity	Number of teachers coordinated in such activities	Number of students participated in such activities
NA				

3.7 Collaborations

3.7.1 Number of Collaborative activities for research, faculty exchange, student exchange during the



3.7.1.xlsx

year (Excel Enclosed)

Nature of Activity	Participant	Source of financial support	Duration

3.7.2 Linkages with institutions/industries for internship, on-the-job training, project work, sharing of



3.7.2.xlsx

research facilities etc. during the year (Excel Enclosed)

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration (From-To)	participant

3.7.3 MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose and Activities	Number of students/teachers participated under MoUs

NA

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES**4.1 Physical Facilities**

4.1.1 Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
1912.51	876.94



4.1.2.xlsx

4.1.2 Details of augmentation in infrastructure facilities during the year (Excel Enclosed)

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

4.2 Library as a Learning Resource

4.2.1 Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
KOHA	FULLY	16.05	2004



Library 2013-14
NAAC Data .xlsx

4.2.1 Library Services: **(Excel Enclosed)**

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books						
Reference Books						
e-Books						
Journals						
e-Journals						
Digital Database						
CD & Video						
Library automation						
Weeding (Hard & Soft)						
Others (specify)						

4.2.2 E-content developed by teachers such as: e-PG-Pathshala, CEC (under e-PG-Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the teacher	Name of the module	Platform on which module is developed	Date of launching e - content
NA			

4.3 IT Infrastructure



4.3.1.xlsx

4.3.1 Technology Upgradation (overall) **(Excel Enclosed)**

	Total Computer s	Comp uter Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Available band width (MGBPS)	Others
Exist ing									
Adde d									
Total									

4.3.2 Bandwidth available of internet connection in the Institution (Leased line)

220 MBPS

4.3.3 Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
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NA

4.4 Maintenance of Campus Infrastructure

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

Assigned budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
694.75	508.95	1065.75	889.83

4.4.2 Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The academic infrastructure of the institute, such as laboratories and classrooms are housed in its 17 departments. All departments have their own laboratories. Some of the important facilities include the High Performance Computing Laboratory, Central Instrumentation Facility, Central CAD Laboratory, Design Lab and Language lab, etc. In addition, there are several shared classrooms and halls. The regular maintenance of these facilities is taken care of by the respective departments in which the facilities are located. The upgradation and repair work of these facilities are undertaken by the Planning and Development division, which has number of experienced engineers. This department is also responsible for periodically surveying the state of affairs of the various infrastructures in the campus and taking measures to ensure standard maintenance and upkeep. The computers and networking facilities and all digital physical infrastructures in the campus are maintained by the Communication Services section. The Estate Office, which has a support staff of mechanics, plumbers, welders, carpenters, masons and electricians, is responsible for the general maintenance of the campus. The Department of Physical Education manages the sports facilities in the campus. This department is headed by a sports-inclined faculty member and a group of sport-enthusiast students. This department manages the regular upkeep of the indoor game facilities and the extensive playgrounds. Any major works are reported to the Planning and Development division. The Institute has a well-developed Gymnasium, that is managed by the skilled employees under physical education. BIT Mesra has guest house facilities within the campus to meet its needs. The upkeep and maintenance of the guest houses are attributed to the Estate Office. The campus boasts two auditoriums, namely G.P. Birla Auditorium and CAT Hall, that are utilized for cultural events organized by the student community, and are maintained by the Estate Office. The campus also has two canteens and several other eating options within the premises, which are entrusted in the supervision of the Committee for Shop Allocation and Vendor Management. The same committee also manages the shopping complexes which are located in the campus. An on-campus dispensary provides primary healthcare facilities. A Doctor from the campus Health Centre accompanies the patient in case of an emergency. The campus Dispensary-cum-Health Centre also provides free treatment and supply of medicines to residents of local villages in the region. The Institute provides transportation facilities to students and staff and their children for commuting to and from Ranchi city. The bookings, schedules, running and maintenance of vehicles are undertaken by the Transport Office.

CRITERION V - STUDENT SUPPORT AND PROGRESSION

5.1 Student Support






5.1.1.xlsx

5.1.1 Scholarships and Financial Support

(Excel Enclosed)

	Name /Title of the scheme	Number of students	Amount in Rupees
Financial support from institution			
Financial support from other sources			

a) National					
b) International					
<p>5.1.2 Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring</p>  <p>5.1.2.xlsx</p> <p>etc., (Excel Enclosed)</p>					
Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved		
<p>5.1.3 Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year</p>					
Year	Name of the scheme	Number of benefited students by Guidance for Competitive examination	Number of benefited students by Career Counselling activities	Number of students who have passed in the competitive exam	Number of students placed
NA					
<p>5.1.4 Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year</p>					
Total grievances received		No. of grievances redressed	Average number of days for grievance redressal		

5.2 Student Progression						
 5.2.1.xlsx						
5.2.1 Details of campus placement during the year (Excel Enclosed)						
On campus			Off Campus			
Name of Organizations Visited	Number of Students Participated	Number of Students Placed	Name of Organizations Visited	Number of Students Participated	Number of Students Placed	
5.2.2 Student progression to higher education in percentage during the year						
Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of Programme admitted to	
NA						
5.2.3 Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services) (Excel Enclosed)						
 5.2.3.xlsx						
Items		No. of Students selected/qualifying		Registration number/roll number for the exam		
NET						
SET						
SLET						
GATE						
GMAT						
CAT						
GRE						
TOFEL						
Civil Services						
State Government Services						
Any Other						
5.2.4 Sports and cultural activities / competitions organised at the institution level during the year						
Activity	Level		Participants			
NA						
5.3 Student Participation and Activities						
5.3.1 Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)						
Year	Name of the award/ medal	National/ International	Sports	Cultural	Student ID number	Name of the student

NA
5.3.2 Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)
BIT encourages students' participation in various academic and administrative committees which empowers students in developing leadership qualities and team working skills. Different academic and administrative committees of the Institute are represented by adequate number of student representative through various student bodies ex, student representatives are part of the grievance redressal committee which not only looks after the complaints and grievances of students and staffs of the Institute but are also authorised to initiate necessary remedial measures. Student play important role in preventing sexual harassment through their representation in the committee for prohibition and prevention of sexual harassment. They have been playing active role in maintaining discipline and decorum while various important activities are executed or performed by students. They work as a whole in every activity of the university contributing to its smooth functioning. Students also organise various programs such as paper presentations, workshops, and seminars every year at department / institute level. Every year, Institute organizes several mega-events such as BITOTSAV, PANTHEON, VAJRA, DEEPOTSAV, Annual Athletic Meet etc which are exclusively organised and administered by students. All managerial, financial, security, sponsorship, advertisement/promotion, news/media, photography aspects are completely planned and executed by students under faculty mentorship. Overall through these activities student get the opportunity for their holistic development in leadership qualities as well as team working skills.
5.4 Alumni Engagement
5.4.1 Whether the institution has registered Alumni Association? Yes/No, if yes give details (maximum 500 words):
Yes, BITMAA - NA (North America) established in 02.10.2013 looks after helping alumni in need - Financially Non financially, establishes interaction with industry for the benefit of students, and establishes and maintain contact among past students, present students and the teaching staff.
5.4.2 No. of registered Alumni:
400
5.4.3 Alumni contribution during the year (in Rupees) :
2956000
5.4.4 Meetings/activities organized by Alumni Association :
NA
CRITERION VI –GOVERNANCE, LEADERSHIP AND MANAGEMENT
6.1 Institutional Vision and Leadership
6.1.1 Mention two practices of decentralization and participative management during the last year (maximum 500 words)
The Birla Institute of Technology is a “Deemed to be University” under Sec. 3 of the U. G. C. Act 1956. The institute functions under the overall supervision, and guidance of a high power Board of Governors(BOG), comprising representatives of the Ministry of Education, Government of India, University Grants Commission(UGC), State Government, A.I.C.T.E, The Hindustan Charity Trust and representatives of the Institute Faculty. In addition, the BOG is represented by Alumni of the institute as well. His Excellency, The Governor of Jharkhand is the Chancellor of the University and Shri C.K. Birla is the Chairman of the Board of Governors. There are several committees formed under the supervision of the Board to look after specific matters in the Institute’s functioning. These include (i) The Finance Committee, and (ii) The Institute and Building Works Committee. The Academic Council (formerly Technical council) decides the academic policy of the Institute. It approves the curriculum, courses and the examination results. For smooth functioning of the institute, the Vice Chancellor, who is the Chairman of the Academic council is authorized to appoint different

Committees such as • Regulation Committee for Undergraduate and Postgraduate Courses • Semester Programme Co-ordination Committee • Admission Committee • Scholarship Committee • Students Welfare Committee. The teaching, training, faculty development and research activities of various departments at the Institute are constantly reviewed to monitor outcome, quality and available facilities. The Institute practices and nurture the culture of participatory Management to execute its activities such as Administration, Admission, Student activities, Curriculum Development, Research, Sports etc. The Institute ensures adequate representation in various committees by Professors, Associate Professor, Assistant Professors and student representatives from different Departments, that has made the functioning of the Institute smooth, participatory and transparent which is one of the best practices in the Institute. At the institute level, BIT has been adopting collective leadership which is provided by the Vice Chancellor, Deans, Head of the Department and Registrar which is another best practices of the Institute. The leadership for the regular activities of the Institute is provided by the Vice Chancellor, who is advised and assisted by Deans, Heads of Departments/ In-Charges besides the Registrar for overall administrative and academic activities of the Institute. The administrative structure is similar to that of some of premier institutions in the country and abroad. BIT has created a governance plan that embodies the institute's values of transparency, accountability and efficiency. By participatory management, BIT has ensured the transparent, accountable and efficient functioning of the institute.

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

Yes/No/Partial:

Partial

6.2 Strategy Development and Deployment

6.2.1 Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

❖ **Curriculum Development:** At BIT Mesra, involvement of all stakeholders is ensured for design and development of the Curricula. The Institute has the provision of a wellplanned and organized Board of Studies (BOS) in each Department which is approved by the Academic Council. The BOS is responsible for the design and development of curricula giving due recognition to the opinions of concerned faculty members of the department and institutes mission and vision. The curricula in practice have relevance to the regional and national developmental needs at all levels to meet requirements of the industry. While framing the curricula, the institute adheres to the guidelines recommended by the UGC /AICTE and other national apex regulation bodies. The review of curricula takes place at a regular interval.

❖ **Teaching and Learning:** The teaching and learning process involves theory classes which are complemented by laboratory classes with live examples. Usually, teacher explains the topics in an eloquent manner so that the student could grasp them easily and use them in furthering the courses. The Institute has been sensitive enough to promote experiential and participative learning and inculcate real world problem solving methodologies among students by providing industrial visits, field visits, Internship, assignments in the curriculum as well as activities of technical clubs. Students of specific programme are required to go for compulsory educational tour of 2 weeks duration. Apart from the scheduled trips, students are also sent for site inspection within the city to get adapted with the project management mechanism.

❖ **Examination and Evaluation:** The examination section of BIT Mesra maintains the global standard in examination procedures. The continuous internal assessment is spread over the whole semester. The breakup of continuous internal assessment and the type of assessment tools to be used are mentioned

in the course curriculum. The institute has the specific guidelines for examination in UG, PG and Ph.D. programs. Grading system with percentage conversion formula is followed in examination to maintain the global requirements. A proper seatmatrix system and corresponding ratio based invigilation duty are followed to maintain discipline in examination hall during MID and END Semester examinations. Any kind of unfair means is reported to the examination section for proper action. Guidelines for invigilators and Instructions for the candidates are strictly maintained by the examination section during the examination. Evaluations of Ph.D. thesis by both national and international examiners are executed within six months that illustrates the best practices of the examination section.

❖ **Research and Development:** Institute has been actively pursuing research in a large number of emerging and classical fields of science and technology. It has a large number of Research scholars who are the heart of research activities in the institute. These scholars along with their mentors have been contributing significantly towards expanding the scientific and technological knowledge base, which could be useful for the development of society. The Institute has state of art laboratory facilities. Faculty members are executing Research and Development projects which are funded by reputed national organizations such as ISRO, DST, DRDO, ARDB, BRNS, DBT, CSIR, AICTE, UGC etc. The institute also encourages UG and PG students to engage in Research and Development activities by providing them grants for consumables and minor equipment which could be used to execute projects. The recruitment and promotion policies of the institute have been also framed in such a way to encourage and recognize research activities. The institute has been publishing several books and more than 300 research papers in SCI and SCOPUS indexed Journals every year.

❖ **Library, ICT and Physical Infrastructure / Instrumentation:** The institute Library is housed in the main academic building with 3900 sq. meter working space. It has a seating capacity for 200 students, fully automated with a Fiber Optic connectivity and Wi-Fi facility. A total of 60 classrooms are available in the Institute, out of which 50 are ICT enabled and 10 are smart classrooms. A state of the art Central instrumentation facility and high performance computing facility are available in the institute to cater to the needs of the students. The sports complex of the institute spreads over 25 acres of land. Everyday approximately five hundred students utilize the sports complex for PT Games classes and practice. The complex consists of a standard athletic track along with badminton hall, multi-gym hall, volleyball court, basketball court, hockey ground, football field, kabaddi court, netball court, kho - kho field, cricket field, lawn tennis court, gymnasium hall etc.

❖ **Human Resource Management:** The Institute has well laid policies pertaining to the recruitment, training, welfare and promotion of faculty and staff members. The office of the Dean (Faculty affairs) has been responsible for addressing above issues pertaining to the faculty members. The promotions of faculty members are ensured through CAS as well as direct recruitment policies of UGC. A separate committee looks after the above issues pertaining to non teaching employees of the institute. The institute has endorsed the modified assured career progression scheme of MHRD, GOI, through its recruitment and promotion norms for non-academic staff since 2012. To upgrade knowledge base, faculties are encouraged to participate in Symposium/ Seminar Conference etc held in India and abroad regularly. Training programs are arranged regularly to upgrade the skill level of non-academic staff and successful employees are given additional increment/promotion as per rules of the Institute. Several welfare schemes such as Medclaim, provident fund, group insurance etc are available for the benefit of employees. The Institute has in house Dispensary for staff and students.

❖ **Industry Interaction / Collaboration:** The Institute promotes the IndustryAcademia interaction wherein

the faculty and students are encouraged to go to industry visits to identify problems of practical nature and find possible solution. In addition students are encouraged to go for their internship for a better exposure and work culture in industry. Summer internships are considered as an important career stepping stone. Second and third year UG students are facilitated for industrial internship. Summer internships teach valuable on-the-job skills, provide excellent networking opportunities and make them ready for jobs in industry.

- ❖ Admission of Students: Birla Institute of Technology, Mesra, Ranchi is a Deemed to be University and the admission procedure is executed as per the clearly laid down policies and guidelines set by the Institute. Admission to all UG, PG and Ph.D. programs are based on National / Institute level competitive test and counselling / interviews. For B.Tech. B.Arch. programs, admissions are based on all-India entrance examination (JEE Main) followed by JoSAA / CSAB counselling. This transparent process ensured good students from all over India thereby maintaining diversity in student profile. Eligibility criteria, Fee Structure, Selection process are decided after due deliberation by the Admission Committee which comprise of Deans, HoDs and other administrative members. Reservation of seats for OBC / SC / ST / EWS and PWD are strictly adhered as per statutory reservation policy of State of Jharkhand and Govt. of India.

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

- ❖ Planning and Development: The Planning and Development issues of the Institute are divided into two different categories, i.e., Academics and Administration. The academic planning and development are taken care by offices of the concerned Dean's wherein online mode of communication or MIS system is in operation to take care of different activities. Similarly, the administrative structure also is supported by different offices such as Accounts, Purchase, Stores, Estate and Construction, Communication services, Security and surveillance etc. All of them manage their data digitally that is based on the laid down Institutional policies. For example, all the indents for procurement of equipment or Services are made using the IBIS software, where they are processed online by the purchase office and the same is automatically linked to the Accounts office and general store section.

- ❖ Administration: The institute has robust governance structures consisting of different Governance organs such as Board of Governors, General Council, Finance Committee and Academic Council etc., that are aligned to the UGC regulations as applicable from time to time. Institute has an MIS for access, processing and management of data. Data pertaining to different academic activities are captured in ERP. The procurement of equipments and services and payment for the same are done using software. There is online provision for submission of applications for admission and deposition of fees for students. Faculty and staff are able to get their monthly salary slips in ERP using dedicated login credentials. Main mode of communication amongst institute faculty and staff is through institute webmail. Notices and minutes of meetings are also circulated through emails. All the academic zones and hostels are covered under Wi-Fi facility which ensures seamless internet connectivity.

- ❖ Finance and Accounts: The Finance and Accounts section of the Institute is responsible for observance of regulations relating to maintenance of accounts of Income and Expenditures and consider any other matter referred by Board of Governors. The Accounts Department ensures that all statutory payments are being deducted as per the Government rules and regulations and are being deposited in time to the concerned Government Department. The Accounts also ensure that all statutory Returns are being filed in time. For all these activities, accounts section uses software such as IBIS, ERP etc. and uses the latest computing facilities.

- ❖ Student Admission and Support : Admission to all UG, PG and Ph.D. programs are based on National / Institute level competitive test and counselling / interviews using the required web

applications. For B.Tech. and B.Arch. programs, admissions are based on All-India entrance examination (JEE-Main) followed by JoSAA / CSAB counselling, which is nationally executed through a centralised online process. The Institute is also a Counselling centre for the above process to assist JoSAA/CSAB. Student life cycle which covers admission, registration of courses, examination, results, payment of fees, issue of grade cards etc is being captured by an ERP System. All the students are provided with an Institute email id. Institute central library has adopted library management system to manage its services which helps the students in the process of learning and development.

- ❖ Examination : Exam Section follows the simultaneous conduction of examination and evaluation of answer scripts for faster result processing. The central evaluation system, has been using bar code in evaluation process which is one of the best practices of examination section. The speedy publication of result helps the students in their further career progression. Examination section has an ERP based system to manage its activities, where entry of marks, processing of marks and notification of results are carried out using this facility. As a result of this ERP, students can check their results individually through designated login credentials.

6.3 Faculty Empowerment Strategies

6.3.1 Teachers provided with financial support to attend conferences / workshops and towards membership



6.3.1.xlsx

fee of professional bodies during the year

(Excel Enclosed)

Year	Name of teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support

6.3.2 Number of professional development / administrative training programmes organized by the University



6.3.2.xlsx

for teaching and non teaching staff during the year

(Excel Enclosed)

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	Dates (from-to)	No. of participants (Teaching staff)	No. of participants (Non-teaching staff)



6.3.3 No. of teachers attending professional development programmes, viz., Orientation Programme,



6.3.3.xlsx

Refresher Course, Short Term Course, Faculty Development Programmes during the year
(**Excel Enclosed**)

Title of the professional development programme	Number of teachers who attended	Date and Duration (from – to)

6.3.4 Faculty and Staff recruitment (no. for permanent/fulltime recruitment):			
Teaching		Non-teaching	
Permanent	Fulltime	Permanent	Fulltime
3	0	16	0
 6.3.5.xlsx			
6.3.5 Welfare schemes for (Excel Enclosed)			
Teaching			
Non teaching			
Students			
6.4 Financial Management and Resource Mobilization			
6.4.1 Institution conducts internal and external financial audits regularly (with in 100 words each) The Institute has two type of Auditing system –Statutory and Internal. The Internal Audit is being conducted at regular Intervals –April to July, August to November, December to March every year. External auditors visit at the end of the financial year and help to close the Balance Sheet, Income and Expenditure and check the annexure relating to Balance Sheet. They mainly check statutory dues such as Income Tax, TDS, Professional Tax, GST etc. deducted from various payments and ensure that these are being timely deposited with the concerned Authority.			
6.4.2 Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)			
Name of the non government funding agencies/ individuals		Funds/ Grants received in Rs.	Purpose
NA		NA	NA
6.4.2 Total corpus fund generated 7555000			
6.5 Internal Quality Assurance System			
 6.5.1.xlsx			
6.5.1 Whether Academic and Administrative Audit (AAA) has been done? (Excel Enclosed)			
Audit Type	External		Internal
	Yes/No	Agency	Yes/No Authority
Academic			
Administrative			
6.5.2 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges? (if applicable)			
NA			
6.5.3 Activities and support from the Parent – Teacher Association (at least three)			
NA			
6.5.4 Development programmes for support staff (at least three)			
NA			
6.5.5 Post Accreditation initiative(s) (mention at least three)NA			
6.5.6			
a. Submission of Data for AISHE portal : (Yes /No) Yes			

b. Participation in NIRF	: (Yes /No) No
c. ISO Certification	: (Yes /No) No
d. NBA or any other quality audit	: (Yes /No) Yes(NBA)



6.5.7.xlsx

6.5.7 Number of Quality Initiatives undertaken during the year (Excel Enclosed)

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

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period (from-to)	Participants	
		Female	Male
NA			

7.1.2 Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources

NA



7.1.3.xlsx

7.1.3 Differently abled (Divyangjan) friendliness (Excel Enclosed)

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

7.1.4 Inclusion and Situatedness

Enlist most important initiatives taken to address locational advantages and disadvantages during the year

Year	Number of initiatives to address	Number of initiatives taken to engage with	Date and duration of the initiative	Name of the initiative	Issues addressed	Number of participating students and

	locational advantages and disadvantages	and contribute to local community				staff
NA						
7.1.5 Human Values and Professional Ethics						
Code of conduct (handbooks) for various stakeholders						
Title		Date of Publication		Follow up (maximum 100 words each)		
NA						
7.1.6 Activities conducted for promotion of universal Values and Ethics						
Activity		Duration (from-----to-----)		Number of participants		
NA				NA		
7.1.7 Initiatives taken by the institution to make the campus eco-friendly (at least five)						
1. Pedestrian Friendly campus 2. E-Vehicle Facility 3. Plastic Free Green campus 4. Solar Panel usage in Hostel and Academic Building 5. Energy Efficient light installed across the campus 6. Sensor operated power usage in classrooms						

7.2 Best Practices

Describe at least two institutional best practices

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<https://bitmesra.ac.in/UploadedDocuments/admnaac/files/Two%20BEST%20PRACTICES.pdf>

7.3 Institutional Distinctiveness

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

The vision of the Institute is to become a globally recognized academic institution in consonance with the social, economic and ecological environment, striving continuously for excellence in education, research, and technological service to the Nation. Contribute to national needs through dissemination of knowledge, research and development, and technological service : BIT Mesra has a vision to be recognized as a world-class institution catering to engineering and technological education and research. Today, it has moved beyond the fulfillment of a scholastic promise to re-defining education and making its mark through significant contributions to knowledge and national needs. The thrust areas are: • Remote Sensing • Space Engineering and Rocketry • Civil and Environmental Engineering The Department of Remote Sensing at BIT Mesra has been disseminating knowledge of satellite remote sensing technology and its applications since 1997 through research and post graduate academic courses like M. Tech. (Remote Sensing) and M.Sc. (Geo-informatics) degree programmes. The notable research activities of the department includes, Development of methodology to detect the pollutants in flowing river water, Development of algorithm for mineral mapping on the surface of the moon, Development of Drought Modelling Software, etc. The department established the line of Tropic of Cancer passing near Ormanjhi area of Ranchi using Differential and Geodetic Global Position System (GPS). Institute was the first technical institution to establish a Department of Space Engineering Rocketry way back in 1964. It was also the first to establish static rocket test firing facility and to offer P.G. programmes in the strategic areas in association with the Indian Space Research Organization (ISRO). The Department aims to provide state of art education and training to its students to enable them to contribute efficiently in the National efforts being made in the fields of Space Defence related technologies and challenging future missions. The Department also provides research facilities at doctoral and postdoctoral levels in the fields of Aerodynamics and Flow Studies, Propellant Technology, Rocket Propulsion and Combustion. The Department of Civil Environmental Engineering has been contributing significantly in mitigating problems related to mine slope stability and disaster management issues across India. Faculties are

involved in designing of stable slope for mine over burdens and engaged in its safety management. They are also part of the National Rural Road Development Authority, which contributes to the nation's road building endeavors. The department also played a role in the development of cost effective toilets based on gender sensitivity, in rural and government schools of Khunti, Hazaribagh and Deoghar districts. Research in multiple areas such as waste water treatment, environmental remediation using FENTON process, nano materials and fuzzy algorithm is being carried out and technical research papers are being published in reputed journals. In addition various other research works are pursued in multi – disciplinary areas related to core Civil Engineering discipline.

[https://bitmesra.ac.in/UploadedDocuments/admnaac/files/Institute%20Distinctiveness\(1\).pdf](https://bitmesra.ac.in/UploadedDocuments/admnaac/files/Institute%20Distinctiveness(1).pdf)

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

The following points describes the proposal of plan of action to be implemented for the next academic year in consonance with the Institute vision and mission. 1) Participation in major government declared competitions and events. 2) Encouragement to faculty members in publications in good and reputed Journals and Conferences. 3) Effort in achieving maximum accreditation to UG Programs. 4) To organise technical and motivational talks through various departments. 5) Organise seminar, conferences, workshops through various departmental groups.

Abbreviations:

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

For Communication with NAAC

The Director

National Assessment and Accreditation Council (NAAC)

(An Autonomous Institution of the University Grants Commission)

P.O. Box. No. 1075, Nagarbhavi

Bengaluru - 560 072

Phone : +91-80-2321 0261/62/63/64/65

Fax : +91-80-2321 0268, 2321 0270

E-mail : director.naac@gmail.com

Website : www.naac.gov.in