INTERNAL QUALITY ASSURANCE CELL
BIRLA INSTITUTE OF TECHNOLOGY,
MESRA, RANCHI-835215

MINUTES OF MEETING #34 OF IQAC

Date: 28 November, 2023 | **Time:** 3:30 P.M. | **Venue:** Board Room and Online

Agenda: Discussion on NAAC Data of Patna Campus (AY 2022-23)

1. **Discussion of Assessment and Data Required** – Patna Campus was briefed about the preliminary assessment of the Quantitative Metrics NAAC data collected for the Academic Year 2022-23. The data requirements of the following metrics as per NAAC Manual/SOP were discussed. Patna Campus needs to prepare data and evidence as per the following suggestions.

Metric No.	Metric Description	Action to be Taken
1.2.1	Percentage of new courses introduced out of the total number of courses across all programmes offered during the last five years (30)	To target introduction of 20% or above new courses over a period of 5 years
1.3.2	Number of add-on /certificate / value-added program / Diploma Programs/ online programs like MOOCS / SWAYAM / e_Patashala/ NPTEL etc. where the students of the institution have enrolled and benefitted (30)	To target >50 Value Added courses (these should be optional, minimum 30 contact hours, with attendance records and certificates)
1.3.3	Percentage of Programs that has components of field projects / research projects / internships (without repeat count) during last five years (5)	To introduce component of field projects/research projects/internships in at least 80% of the programs offered
1.4.1	Structured feedback for curriculum and its transactions is obtained regularly from stakeholders like Students, Teachers, Employers, Alumni, Academic peers etc., and Feedback processes of the institution may be classified as follows: (20) A. Feedback collected, analysed, action taken and feedback hosted on the institutional website B. Feedback collected, analysed and action has been taken C. Feedback collected and analysed D. Feedback collected E. Feedback not collected	Feedback should be analysed and Action Taken Report on the same to be prepared
2.1.1	Enrollment Percentage (5)	Admissions of 90% or above to be targeted
2.1.2	Percentage of seats filled against reserved categories (SC, ST, OBC, etc.) as per applicable reservation policy during the last five years(5)	To target the filling of 80% or more such seats over a period of 5 years
3.1.2	The institution provides seed money to its teachers for research (average per year; INR in Lakhs) (3)	Target for 10% faculty members (young) to get the seed money scheme. Sanction letters and audited financial statements to be provided as evidence.
3.1.3	Percentage of teachers receiving national/ international fellowship/financial support by various agencies for advanced studies/ research during the last five years (5)	Target = at least 20% teachers E-copies of award letters to be shown
3.1.4	Percentage of JRFs, SRFs among the enrolled PhD scholars in the institution during the last five years	Target = at least 70% over 5 years Details of funding agency and e-copies of Fellowship Award Letters to be provided. Research Fellowships to teachers/students/research assistants given by HEI will not be considered. IRFs with grants equal to UGC JRF and SRF fellowships shall be considered

3.2.1	Research funding received by the institution and its faculties through Government and non-government sources such as industry, corporate houses, international bodies for research project, endowments, Research Chairs during the last five years (INR in Lakhs) (25)	Target for maximum funding. Sanction letters of grants by the funding agency to be shown here.
3.2.2	Number of research projects per teacher funded by government, non-government , industry, corporate houses, international bodies **during the last five years** (15)	Target = at least 2 projects per teacher
3.3.2	Number of awards received for research/innovations by the institution/teachers/research scholars/students during the last five years (5)	Target = at least 30 awards in 5 years
3.4.2	Number of Patents awarded during the last five years (15)	Target = at least 7 patents in 5 years. Patents granted
3.4.3	Number of Ph.Ds awarded per recognized guide during the last five years (15)	Target = >5 per guide over 5 years
3.4.4	Number of research papers published per teacher in the Journals as notified on UGC website during the last five years (20)	Target = at least 10 papers per teacher in 5 years
3.4.5	Number of books and chapters in edited volumes published per teacher during the last five years (10)	Target = at least 10 papers per teacher in 5 years
3.4.6	E-content is developed by teachers for: (15) e-PG Pathshala CEC Undergraduate SWAYAM MOOCs other Govt. Initiatives Institutional LMS)	Content to be developed by teachers in atleast 4 out of the given platforms Links and supporting documents from sponsoring agency to be provided. For institutional LMS, a summary of the e-content + link to be provided. Open Source content and informal content shall not be accepted
3.5.1	Revenue generated from consultancy and corporate training during the last five years (INR in Lakhs) (20)	Target = >=200 lakhs in 5 years
3.6.2	Number of extension and outreach programs conducted by the institution including those through NSS/NCC, Government and Government recognised bodies during the last five years (10)	Target 10 activities per year Geotagged time stamped photographs and supporting documents to be provided.
3.7.1	Number of functional MoUs /linkage with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years (10)	Target 5 active MoUs each year Documentation should have activity reports as proof of the actions against a specific MoU.
4.3.3	Institution has the following Facilities for e-content and other resource development (5) 1. Audio visual center, mixing equipment, editing facilities center and Media Studio 2. Lecture Capturing System(LCS) 3. Central Instrumentation Centre 4. Animal House 5. Museum 6. Business Lab 7. Research/statistical database 8. Moot court 9. Theatre	Target to develop atleast 7 of the given facilities
4.4.1	Percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component during the last five years (15)	Target = >30% expenditure in 5 years
5.1.1	Number of students benefited by scholarships and freeships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists year-wise during the last five years (15)	Target = >60% of students to be benefitted

5.2.1	Percentage of placement of outgoing students during the last five years (15)	Target = >70% placements. Same student receiving multiple offers to be counted as one.
5.2.2	Percentage of graduated students who have progressed to higher education year-wise during last five years (15)	Target =>40% students
5.2.3	Percentage of students qualifying in state/National/International level Examination during last five years (eg. SLET, NET, UPSC etc) (15)	Target = > 1% students
5.3.1	Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national/international events (5)	Target = >20 awards in 5 years
5.4.1	Alumni contribution during the last five years (INR in lakhs)to the University through registered Alumni Association (5)	Target maximum alumni contribution in 5 Years
6.3.2	Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years (15)	Target = >60% teachers in 5 years Minimum financial support should be Rs. 5000/- per faculty per year. Cash vouchers for payment will not be considered.
6.3.3	Percentage of teachers undergoing online/ face-to-faceFaculty Development Programmes (FDP)during the last five years (6)	Target = >60% teachers in 5 years One teacher attending more than one programme to be counted as one.
6.4.2	Funds / Grants received from government bodies/non government during the last five years for development and maintenance of infrastructure (not covered under Criteria III and V) (INR in Lakhs) (12)	Target =>20 lakhs in 5 years
7.1.2	The Institution has facilities for alternate sources of energy and energy conservation measures (5) 1. Solar energy 2. Bio gas plant 3. Wheeling to the Grid 4. Sensor-based energy conservation 5. Use of LED bulbs/ power efficient equipment 6. Windmill or any other clean green energy	Target to develop at least 4 of the given measures. Geo-tagged and time-stamped photographs along with bills of purchase to be provided
7.1.4	Water conservation facilities available in the Institution (5) 1. Rainwater harvesting 2. Borewell /Open well recharge 3. Construction of tanks and bunds 4. Wastewater recycling 5. Maintenance of water bodies and distribution system in the campus	Target to develop at least 4 of the given measures. Geo-tagged and time-stamped photographs along with bills of purchase and Green audit reports on water conservation to be provided
7.1.6	The institutional environment and energy initiatives are confirmed through the following (5) 1.Green audit /environment audit 2. Energy audit 3. Clean and green campus recognitions/awards 4. Beyond the campus environmental promotional activities	Target to undertake all initiatives in 5 years

2. **Patna NAAC Co-ordinator** – Dr. Samir Kumar (Asst. Registrar) shall be designated as NAAC Co-ordinator from Patna Campus. The Co-ordinator shall be responsible for data and evidence collection as per NAAC requirements.
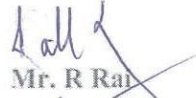

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Dir IQAC   Dr.R Sharma   Dr. P Prakash   Mr. R Rai   Member Secretary

Invited: Director (Patna)   Asst. Registrar (Patna)

Approval of Vice Chancellor:

Approved

05.12.23