YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	HINDUSTHAN INSTITUTE OF TECHNOLOGY
• Name of the Head of the institution	Dr. C. Natarajan
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	04224242477
• Mobile No:	9994630696
• Registered e-mail	hitprincipal@hindusthan.net
• Alternate e-mail	principal@hit.edu.in
• Address	Valley Campus, Pollachi Highway, Othakkalmandapam (Po). Coimbatore - 641032
• City/Town	Coimbatore
• State/UT	Tamilnadu
• Pin Code	641032
2.Institutional status	
• Type of Institution	Co-education
• Location	Rural

• Financial Status	**Self-financing**
• Name of the Affiliating University	**Anna University**
• Name of the IQAC Coordinator	**Dr. S.R.Rajabalayanan**
• Phone No.	**04224242477**
• Alternate phone No.	**04223581739**
• Mobile	**9443924797**
• IQAC e-mail address	**iqac@hit.edu.in**
• Alternate e-mail address	**rajabalayanan@hit.edu.in**
3.Website address (Web link of the AQAR (Previous Academic Year)	http://hit.edu.in/pdf/aqar1920.pdf
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	http://www.hit.edu.in/AQAR-2020-2021/C1/1.1.2 - Academic Calendar-Supporting Document.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**A**	**3.03**	**2016**	**25/05/2016**	**24/05/2021**
Cycle 2	**A**	**3.03**	**2021**	**25/05/2021**	**31/12/2025**

6.Date of Establishment of IQAC	**12/06/2015**

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
Hindusthan Institute of Technology/ Aeronautical Engineering	AICTE-MODROB	AICTE	2020 2 Years	1596078.00
Hindusthan Institute of Technology/ Aeronautical Engineering	Research Seed Money	Hindusthan Educational and Charitable Trust	2020 1 year	150000.00
Hindusthan Institute of Technology/ Computer Science and Engineering	Research Seed Money	Hindusthan Educational and Charitable Trust	2020 1 year	658000.00
Hindusthan Institute of Technology/ Electronics and Communication Engineering	AICTE-MODROB	AICTE	2019 2 Years	1100000.00
Hindusthan Institute of Technology/ Electronics and Communication Engineering	DST-NEP	DST	2020 1 Year	160000.00
Hindusthan Institute of Technology/ Electronics and Communication Engineering	Research Seed Money	Hindusthan Educational and Charitable Trust	2020 1 year	320000.00

Hindusthan Institute of Technology/ /Mechanical Engineering	Research Seed Money	Hindusthan Educational and Charitable Trust	2020 1 year	480000.00
Hindusthan Institute of Technology /Information Technology	Research Seed Money	Hindusthan Educational and Charitable Trust	2020 1 year	45000.00
Hindusthan Institute of Technology/M BA - Master of Business Administrati on	Research Seed Money	Hindusthan Educational and Charitable Trust	2020 1 year	10000.00

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	03	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	No	
• If No, please upload the minutes of the meeting(s) and Action Taken Report	View File	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
• If yes, mention the amount		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		

* The Institute has got academic collaboration with IBM for Programmes including CSE, IT, ECE and AI &DS. Stack holders feed backs and suggestions were integrated in curriculum design in all undergraduate and post graduate programmes. Industry interaction has been improved with the signing of MoUs with more than 15 Industries. * Faulty members were given orientation and training in ICT tools to make teaching learning process more effective during pandemic period. Using these ICT tools, Video lectures were prepared by faculty members and have been uploaded in Institution's You tube Channel. * To inculcate research culture,6 research projects have been supported by Management of the Institution under Research seed money scheme and faculty members published 58 research papers of SCOPUS indexed journals. Extension and outreach activities like COVID19 Awareness programs, Supporting COVID victims, Blood donation, tree planting have been initiated through various clubs and societies * IQAC initiated academic alliance with online learning platforms like Coursera and Edex and as a result 375 courses have been completed by faculty members and students. Faculty members participated in nearly 700 webinars, online conferences and 292 FDP/STTP. More than 200 programmes have been organized through virtual mode. * Academic audits have been conducted. NBA Status for the below mentioned departments has been extended for one year. B.E. Aeronautical Engineering B.E. Computer Science and Engineering B.E. Electronics and Communication Engineering B.E.Mechanical Engineering

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
Enrichment of Curriculum with proper feed back mechanism from all levels of stack holders. Oraganizing BoS and Academic Council meetings in regular intervals	Curriculum of all Programmes have been revised and course contents have been enriched with employment enhancement and entrepreneurship. Academic collaboration with IBM for Programmes including CSE, IT, ECE and AI &DS .Courses focusing on Human values, Professional ethics and environmental sustainability were also added.
Initiation of Faculty Exposure to various ICT Tools and training faculty members for effective online teaching and assessment during pandemic	Faculty members use 35 ICT tools for effective online teaching and assessment processes. More than 600 Coursera,Edex and online FDP/STTP have been

period.	attended by Faculty members
To Encourage faculty members to organize seminars/workshops and training programmes	About 120 webinars, 4 online conferences,16 Value added courses and 6 Training programs have been conducted
Targets have been defined towards research publication for each faculty member/Department. Encouragement for apply for research funding. Motivation of faculty members to get involved in research and innovation	Quality Research publications in journals/books/book chapters has been increased to 73.Faculty members have been given exposure to IPR.14 applications have been made for patent rights. 7 design patents were granted. Grants from agencies like AICTE,DST and Management to an amount of Rs.45,19,078 has been received to carry out research projects
To sign minimum 2 MoUs with Industries /Department towards Improvisation of Industry-Institute interaction activities.	Industry Interaction is improved. MoUs have been signed and 120 students were permitted to take up internship. Totally 12 Consultancy works have been carried out.
Provision of aptitude and soft skill training in virtual mode and preparing aspiring students for online recruitment process.	Intensive Placement training has been provided for 45 days.80% of the eligible candidates were placed in reputed Industries like M/s Cognizant Technology Services, M/s.Wipro, M/s.Tech-Mahindra and M/s.Messer Cutting Systems.
Awareness creation on entrepreneurship and training the students through IIC activities	Entrepreneurship training programmes have been conducted.6 start-ups of students were supported
Improvement in student participation in co-curricular and extracurricular activities and conducting extension programmes	New clubs on Artificial Intelligence, IoT and Robotics have been started.
To establish new laboratory for B. Tech Pharmaceutical	Pharmaceutical Laboratories were setup. CoE office has been

Technology. To establish new Controller of Examination office for Autonomous.	established
Establishing National Cadet Corps unit	TN Air Squadron NCC(E-Flight) is functioning with sanctioned strength of 100 & 1 Officer. The unit emphasize on developing qualities of character, courage, comradeship, discipline, adventure, sportsmanship and the ideal of selfless service among the students so that they become useful and responsible citizens
Application for recognition from various agencies involving in assessment and ranking of Higher Education Institutions	Ranked with 5 star by Institute of Innovation Council under Ministry of Education, Government of India Categorized as Band B institution (ranked between 26 to 50) in the category of private/self-financed colleges in ATAL Ranking by Ministry of Human Resource and Development, Government of India Ranked Top 111 among Private Engineering Colleges in India by INDIA TODAY Ranked 18th among the best Tech Enabled T-Schools in India by Digital Index Dataquest Ranked 129th in All India ranking by The WEEK Ranked 54th in All India ranking by T-School Employability Index Ranked 34th in All India ranking by Educational World

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

Name	Date of meeting(s)
Governing body meeting	23/10/2021

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2020-21	12/01/2022

15.Multidisciplinary / interdisciplinary

16.Academic bank of credits (ABC):

17.Skill development:

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

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

20.Distance education/online education:

Extended Profile

1.Programme

1.1   484

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

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

2.Student

2.1   1573

Number of students during the year

File Description	Documents
Data Template	View File

2.2   **432**

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

File Description	Documents
Data Template	View File

2.3   **451**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1   **175**

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2   **164**

Number of Sanctioned posts during the year

Extended Profile

1.Programme

1.1	**484**
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	**1573**
Number of students during the year	

File Description	Documents
Data Template	View File

2.2	**432**
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	**451**
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	**175**
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2 Number of Sanctioned posts during the year	**164**

File Description	Documents
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	**52 & 2**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**125.10151**
4.3 Total number of computers on campus for academic purposes	**744**

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 has established a systematic approach for the formulation, revision, and implementation of the curriculum in all of its departments. The curriculum has been carefully crafted to handle latest technology and possibilities that exist at the regional and global levels. The Institute has signed MoU with IBM Career Education for integrating specialisation courses in Curriculum to have latest emerging technologies including

o Artificial Intelligence / Machine Learning / Data Science

o Block chain, Cloud Computing

o Cyber security

Factors considered during Curriculum development:

   o The Curriculum is aimed to guarantee that students have the

necessary domain knowledge, abilities, and attitude. It is decided based on following
- Model Curriculum & syllabus of UGC,AICTE & reputed Universities
- Inputs from stake holders, National Education Policy 2020 & NSDC annual report
- Syllabus of various competitive exams such as GATE& IES
- The Institute pays close attention to the accomplishments of PEO, PO, and PSO for their respective programmes, which are closely related to the institution's Vision & Mission, as well as the Department's Vision and Mission.

The Curriculum Design Process :

- As per the feedback received from stack holders, Department Advisory Committee prepares the curriculum and it is presented in Board of Studies. Final approval is obtained from Academic Council.
- Enrolment in MOOCS, NPTEL, Coursera and edX is encouraged. Internships have been made mandatory for all students. Value added courses are also being conducted

http://hit.edu.in/aero.html

http://hit.edu.in/auto.html

http://hit.edu.in/cse.html

http://hit.edu.in/ece.html

http://hit.edu.in/it.html

http://www.hit.edu.in/mech.html

http://www.hit.edu.in/Pharmaceutical.html

http://hit.edu.in/mba.html

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	http://www.hit.edu.in/AQAR-2020-2021/C1/CRITERION_1.1.1.pdf

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

The Institution publishes Academic calendar adhering to the academic schedule prescribed Anna University & CoE of the Institute before the start of the academic year. It reflects the working days, the internal assessment test schedule, tentative dates of commencement of theory and practical examinations on the semester.

The Timetable Committee headed by the Principal and coordinated by a senior Faculty Member draws up a detailed timetable which efficiently deploys the units of time for academic and co-curricular activities like theory, practical, tutorial, ICT, life-skill, value education and add-on classes.

Class information sheet which contains PO,PSO and Assessment pattern for courses is provided to students. The lecture plan included in the Course Information Sheet is followed and Faculty members take utmost care to complete the syllabus in time. Continuous Assessment System is followed for awarding internal marks.

File Description	Documents
Upload relevant supporting documents	[View File](#)
Link for Additional information	[http://www.hit.edu.in/AQAR-2020-2021/C1/1.1.2 - Academic Calendar-Supporting Document.pdf](http://www.hit.edu.in/AQAR-2020-2021/C1/1.1.2)

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

A. All 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

10

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)

16

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

1591

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

1591

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

Various types of courses have been incorporated into the curriculum in order to address cross-cutting issues such as

o gender,

o environment and sustainability,

o human values

o professional ethics

• As an important aspect of student participation in social activities throughout their programme of study, the college requires all students to enlist as National Social Service /National Cadets Corps (NSS/NCC).

• Its goal is to instil values, ethics, and socially responsible characteristics in students. Students plan street performances, awareness campaigns, debates, and other activities. Students have been involved in activities that promote human values from the institution's foundation

The courses like Universal Human values and healthy sciences and Essence of Indian Traditional Knowledge are being offered aiming to develop students' sensibility with regard to issues of gender in contemporary India, to provide a critical perspective on the socialization of men and women, to help them reflect critically on gender violence and to hone them for more open interactions between men and women. Through courses like Environmental Science and Engineering, Renewable Energy Sources and Professional Ethics in Engineering, the Institute integrates cross cutting issues related to environment, sustainability and human values

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

36

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	[View File](#)
MoU's with relevant organizations for these courses, if any	[View File](#)
Number of courses that include experiential learning through project work/field work/internship (Data Template)	[View File](#)

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

546

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	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	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	http://www.hit.edu.in/AQAR-2020-2021/C1/1.4.1_Stackholder's_Feedback_Report_ _AUTO.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 sanctioned seats during the year

684

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

464

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

Slow learner and advanced learners are identified for each course separately by respective course teacher for all the semesters. The wide range of continuous assessment components including Daily Home Assignments, Class Assignments, Seminars and Group Discussions, Quizzes, Class Tests, and attendance, enable effective assessment of learning levels of students.

Strategies adopted for slow learners

- Peer Learning is practiced to enhance the learning abilities of the students who are helping their peers as well as the student beneficiaries
- Remedial Classes are conducted to improve the academic performance of the slow learners, absentees and students who participate in sports and other activities. This practice helps the struggling learners to improve subject knowledge and helps them catch up into their peers
- Group Study System is also encouraged with the help of the advanced learners
- Academic and personal counseling are given to the slow learners by the tutors
- Provision of simple and standard lecture notes

Strategies for the advanced learners

- The advanced learners (above 7.5CGPA upto V sem) are allowed to do Fast track courses.
- Advanced learners are encouraged to enroll in MOOC Courses – Swayam, EdX, Coursera and the credits will be given when

successfully completing this certification courses.
- **Advanced Learners are provided coaching classes for competitive examination**

Talented students are motivated to participate in Hackathons, Toycathon, Intec Olympiad, Paper Presentations, Project Competitions and participate in Summer Projects and Internships.

File Description	Documents
Link for additional Information	http://www.hit.edu.in/AQAR-2020-2021/CRITERION2/2.2/2.2.1 additional information.pdf
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
1565	175

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

To ensure that the students are conceptually sound and able to apply the concepts in the practical situations the Institute adopted various methods of experiential and participative learning and has been using problem solving methodologies for enhancing learning experiences.

The Laboratory work for the practical courses is designed to give opportunity to the students for experiential learning. Internships/field training are integrated into the programme structure.

Experts from industry share their experience with the students which prepare them for the real time job scenario. They are also taken to field/industry visits and study tours in India. It exposes them to the world of practical knowledge to hone their skills and abilities.

The students take active part in organizing various extra and co-curricular events which help them develop their skills. Special programmes on Women's Day, Republic Day, International Yoga Day, Independence Day, etc. are also conducted by them.

Students undertake group activities such as project assignments, case-study analysis which leads to participative learning.

Students participate in outreach programmes, social and extension activities. Along with the classroom teaching and laboratory-experiment- based learning, students are also involved in projects which help enhance the real-life problem solving abilities of the students.

File Description	Documents
Upload any additional information	[View File](#)
Link for additional information	http://www.hit.edu.in/AQAR-2020-2021/CRITERION2/2.3/2.3.1_student_centric.pdf

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

The class rooms and design laboratories are ICT enabled with LCD projectors and the campus is enabled with high speed WiFi connection. They are also equipped by digital library, online search engines and websites to prepare effective presentations Google classroom is used to manage and post course related information- learning material, quizzes, assignments etc.

Online drawing tools like concept maps, mind maps, are used to perform student centric activities. Laboratory manuals are mailed to students well in advance the experiment is performed.

Use of ICT By Faculty-

- PowerPoint presentations- Faculties are encouraged to use power-point presentations in their teaching by using LCD's and projectors.
- Industry Connect- Seminar and Conference room are digitally equipped where guest lectures, expert talks and various competitions are regularly organized for students.
- Virtual laboratory is conducted through HACKERANK. KAHOOT platform is used for Online quiz

- **Video lecture- Recording of video lectures is made available to students for long term learning and future referencing.**
- **POLLEVERYWHERE is used to record feedback of students. To teach Analytical courses in online mode, teachers use tools like scribble pad.**

Online Technical & management events such as Poster making, Ad-mad show, Project presentations, Business quiz, Debates, paper presentations etc. are conducted.

File Description	Documents
Upload any additional information	[View File](#)
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	[http://www.hit.edu.in/AQAR-2020-2021/CRITERION2/2.3/2.3.2 additional information.pdf](http://www.hit.edu.in/AQAR-2020-2021/CRITERION2/2.3/2.3.2_additional_information.pdf)

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

175

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	[View File](#)
Circulars pertaining to assigning mentors to mentees	[View File](#)
mentor/mentee ratio	[View File](#)

2.4 - Teacher Profile and Quality

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

175

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
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

34

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

6

File Description	Documents
Any additional information	View File
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.

Three Continuous Internal Assessment are conducted. These tests are conducted regularly as per the schedule given in academic calendar. The portions for I& II CIA are 1.5 Units. III CIA -2 Units. The examination is conducted for 50 Marks for a duration of 2 Hours.

For transparent and robust for internal assessment, the following mechanisms are conducted

·Department Examination Coordinator/Internal Examination Committee.

· Question Paper Setting as per standards and approved by DAC & Principal .

· Conduct of Examination monitored by Exam squad members

- Valuation and mark entry is recorded in COE Webportal as per schedule

For Regulations 2020,the internal assessment contains following components

- 20 Marks for CIA
- 20 Marks for Assignment/Tutorial/Mini Project/Quiz/Seminar presentation

For assessment of laboratory course, continuous performance in the laboratory and model examination are taken in to consideration.

Personal guidance is given to the poor performing the students after their assessment. In this way mechanism of internal assessment is transparent and robust.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	http://www.hit.edu.in/AQAR-2020-2021/CRITERION2/2.5/2.5.1 additional information mechanism of internal assessment.pdf

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

All the students are informed about the evaluation procedure,

weightage of internal and external marks allotment as per their regulation.

The allotment of internal marks for theory and practical courses are disseminated during class committee meetings and provided as class information sheet.

After the internal examination the evaluated answer scripts are distributed to students and the discrepancies are addressed. Absenteeism for the internal examination only with medical and other genuine reasons are accepted and those students may be given permission for re appearing for internal test.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	http://www.hit.edu.in/AQAR-2020-2021/CRITERION2/2.5/2.5.2 additional information.pdf

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The Institute has clearly stated learning outcomes of the Programs and Courses. The following mechanism is followed by the institution to communicate the learning outcomes to the teachers and students.

• Hard Copy of syllabi and Learning Outcomes are available in the departments for ready reference to the teachers and students

• The importance of the learning outcomes has been communicated to the teachers in every IQAC meeting and College Committee meeting

• The students are also made aware of the same through Tutorial meetings Workshops have also been conducted for developing the Programme Educational Objectives and Learning outcomes at Institute level

• Website

• Curriculum /regulations books

• Class rooms

- **Department Notice Boards**

- **Laboratories**

- **Student Induction Programs**

- **Meetings/ Interactions with employers**

- **Parent meet**

- **Faculty meetings**

- **Alumni meetings**

- **Professional Body meetings**

- **Library**

While addressing the students, the HODs create awareness on POs, PSOs and COs. The faculty members, class teachers, mentors, course coordinators, program/ISO coordinators also inform the students and create awareness and emphasize the need to attain the outcomes.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	http://www.hit.edu.in/AQAR-2020-2021/CRITERION2/2.6/2.6.1.pdf
Upload COs for all courses (exemplars from Glossary)	[View File](#)

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

Each course has a defined set of course outcomes and corresponding evaluation criteria. The course outcomes are mapped to the program outcomes which are used to provide the quantitative measurement of how well the program outcomes are achieved. The performance of the students in the examinations during the semester in each course is used to compute the level of attainment of the POs and PSOs through the mapping of questions to COs and COs to POs and PSOs. CO-PO & PSO mapping for all the courses in the program is prepared by the program coordinator in consultation with other faculty members. Apply Blooms taxonomy of behavioural objectives in the

teaching learning process and assess the students learning outcomes in terms of teacher made test and standardized test. Internal assessment is the requirement of the continuous assessment and is essential for the fulfilment of the COs and POs. There is an internal college examination committee that deals with the effective implementation of the evaluation reforms regarding the attainment of course outcomes and programme outcomes.

Direct assessment -80%

- Continuous Internal Assessment (CIA)

- End semester examinations

- Assignments, Quiz

Indirect Assessment - 20%

- Course exit survey

- Graduate exit survey

- Alumni survey

As per recommendation, process of Indirect Attainment assessment are revised and taken account of all stakeholders.

Components considered for indirect attainment assessment will be

1. Course exist survey

2. Co-curricular and extracurricular activities

3. Performance in competitive exams

4. The assessment scores are quantified between 1 to 3.

All the feedbacks with defined parameters are collected through college Learning Management System. The indirect assessments are quantified and contributed to 20% of the overall course outcome.

http://hit.edu.in/aero.html

http://hit.edu.in/auto.html

http://hit.edu.in/cse.html

http://hit.edu.in/ece.html

http://hit.edu.in/it.html

http://www.hit.edu.in/mech.html

http://www.hit.edu.in/Pharmaceutical.html

http://hit.edu.in/mba.html

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://www.hit.edu.in/AQAR-2020-2021/CRITERION2/2.6/2.6.2 Attainment of Programme Outcomes and Course outcomes.pdf

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

447

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	View File
Paste link for the annual report	http://hit.edu.in/AQAR-2020-2021/Pass_Percentage-2020-21.pdf

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)

http://www.hit.edu.in/AQAR-2020-2021/C1/1.4.1%20Stackholder's%20Feedback%20Report%20 %20AUTO.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)

50.87078

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

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

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

17

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	http://www.hit.edu.in/AQAR-2020-2021/C3/3.1.2.1 - Number of departments having Research projects _Additional information.pdf

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

23

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

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

41

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

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

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

15

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

3.3 - Extension Activities

3.3.1 - 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 ultimate aim is to transform the lives of the people and serve

the society in a better way. Exposure to extension and outreach activities sensitize the students towards social issues like gender discrimination, girl child education, child abuse, victims of violence, cleanliness, tree plantation and environment, self-development, health education etc. The activities conducted led to imbibe the social and environmental accountability.

The Institute organizes number of extension activities to promote institute neighbourhood community to sensitize the students towards community needs. The students of our college actively participate in social service activities leading to their overall development. NSS & NCC are effectively functioning.

NSS organizes a residential seven day camp in nearby adopted village and several activities are carried out by NSS volunteers addressing social issues which include cleanliness , tree plantation, Social interaction, Group discussion Eradication of superstition, Environmental awareness, Women empowerment, National Integrity, Blood donation camp, Veterinary guidance, Farmers meet, Awareness about farmer's suicide etc.

The NCC unit of the college organizes various extension activities as tree plantation, Road safety awareness, Save fuel save country programme, Swachh Bharat Abhiyan & National equality awareness.

The volunteers of Youth Red cross and Red Ribbon club organize programmes like Health Check-up Camps, and Awareness among masses for prevention from HIV/AIDS,COVID-19, Dental Check-up Camps to sensitize people on health issues.

File Description	Documents
Paste link for additional information	http://www.hit.edu.in/AQAR-2020-2021/C3/3.3.1 - Additional Information.pdf
Upload any additional information	View File

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

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

2

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	View File

3.3.3 - 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

3.3.3.1 - 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

9

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

524

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

65

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

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

23

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
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 Institute has well established policies, procedures with monitoring system for the maintenance and utilization of Campus facilities. The Institution ensures the physical infrastructure so as to cater to the needs of Students, Faculty, and non-teaching staff.

Hindusthan Institute of Technology has a well-developed high-tech

campus of 136 acres, It is equipped with modern facilities and learning resources to achieve academic excellence according to its vision and strategic objectives. The infrastructure facilities and learning resources are categorized as under:

(a) Learning Resources include resources and infrastructure required for library, laboratories, computer centre, class room teaching, events, meetings and conferences. (b) Support facilities include hostels, canteens, seminar halls, committee rooms, sports grounds.

The Institute has well established policies, procedures with monitoring system for the maintenance and utilization of Campus facilities. The Institution ensures the physical infrastructure so as to cater to the needs of Students, Faculty, and non-teaching staff.

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(a) Learning Resources include resources and infrastructure required for library, laboratories, computer centre, class room teaching, events, meetings and conferences.

(b) Support facilities include hostels, canteens, seminar halls, committee rooms, sports grounds.

(c) Utilities include safe drinking water, restrooms and power generators. Classes are scheduled for optimal utilization of the available physical infrastructure. Sophisticated equipment available in the laboratories Sharing of laboratory facilities is also encouraged between Departments. The Institute continuously strives to create and enhance infrastructure both in terms of buildings and other facilities to provide a good teaching-learning environment.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	http://www.hit.edu.in/AQAR-2020-2021/C4/4.1.1 infrastructure and physical facilities.pdf

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

The Institute, with its compulsory Core Courses and the continuous evaluation scheme, integrates sports and extra-curricular activities as essential components. This is done not only for participation but also for assessment of students. It has adequate facilities for sports, games and cultural activities. The total area of sports and games fields is 10 acres. This Institute has two large playgrounds with provision for multiple games, such as, Athletics, Cricket, Football, Volleyball, Basketball and Kho-kho. Another field provides Tennis courts. Indoor and outdoor badminton courts and gymnasium are available.

All faculties have well-equipped assembly halls for organizing annual functions and cultural events. Major cultural events are organized at the majestic Hindusthan Institute of Technology Convocation Hall. Facilities for outdoor and indoor sports and games that include badminton, volleyball, basketball, carrom, table tennis and chess, gymnasium and cultural activities also exist in the Girls and Boys Hostels.

Inter college and intra college games and sports competitions are organized regularly every year for students. Students are specially trained for participation in Zonal and Inter-Zonal National Youth Festivals competitions organized by the Association of Indian Universities, the National Youth Parliament competition and other cultural and sports events outside the campus.

The Institute has excelled at these events by winning prizes and awards in individual and group events. Some of the faculty members serve as Yoga instructors. Special classes on self-defence are organized specially for female students.

National Independence Day and Republic Day are celebrated in the Institute by unfurling the national flag followed by a guard of honour of the Chief Guest by NCC students, an impressive march

past of students of all faculties on the beats of the students'
band and organization of athletic events.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.hit.edu.in/AQAR-2020-2021/C4/4.1.2 Institution has adequate facilities for sports,games gymnasium etc..pdf

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

12

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

12

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.hit.edu.in/AQAR-2020-2021/C4/4.1.3.1 No of classrooms and seminar halls with ICT facilities.pdf
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)

125.1015117

File Description	Documents
Upload any additional information	View File
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 Central Library in the Institution is well equipped and automated with Integrated Library Management System (ILMS). Description about the ILMS is as follows: Name of the ILMS software – Lips iNet Version 5.0 :Nature of automation (Fully or Partially) – Fully Version- 5.0 Year of automation- 2007

Online Public Access Catalog (OPAC) is the main source to provide access to the collections in the library. To access the OPAC, the library is equipped with 3 computers and an E-gate register.

The Library also has a Knowledge Centre (Digital Library) with 15 computers to access E Resources, web browsing and other research related activities. The Library which houses sufficient number of books of all disciplines, collection of rare books, manuscripts, special reports and number of e journals and e books.

The library is also provided with name boards wherever necessary for the students and faculty, to direct them to the books that they are looking for. The faculty, students and research scholars have a free access to these computers during the working hours of the library. Library is being consulted by students and faculty daily.

Every day an approximate of 140 students visit library to refer books, newspapers and journals, issue and return of books. The library also has a provision for photocopying downloading and printing the materials from these resources.

Apart from this, Every Department is furnished with Library with domain specific books of their programme which is accessed by the Students and Faculty

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional Information	http://www.hit.edu.in/AQAR-2020-2021/C4/4.2.1_Library_using_ILMS.pdf

4.2.2 - The institution has subscription for the **A. Any 4 or more of the above** **following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources**

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

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

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

13.47

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

300

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

For the Purpose of maintaining, securing, and ensuring legal and appropriate use of Information technology infrastructure IT policy has been instituted.IT Policy applies to technology administered by the Institute centrally. This IT policy also applies to the resources administered by the departments such as Library, Computer Labs, Laboratories, and Administrative Offices of the Institute.IT policy broadly concentrates on the following areas

- IT Hardware Installation and Maintenance Guidelines
- Software Installation and Licensing Guidelines
- Network (Intranet & Internet) Use Guidelines
- E-mail Account Use Guidelines
- Web Site Hosting Guidelines
- Role of Network/System Administrators
- Maintenance of LCD Projectors,Printers,Biometric system and Intra communication system
- Support systems during online classes and examination

Every year the budget proposal is being submitted for the up gradation and maintenance of Computer and IT Infrastructure facilities and approved by the finance committee

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.hit.edu.in/AQAR-2020-2021/C4/4.3.1 Institution updates its IT facilities including Wi-Fi.pdf

4.3.2 - Number of Computers

744

File Description	Documents
Upload any additional information	View File
Student – computer ratio	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)

125.1015117

File Description	Documents
Upload any additional information	View File
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.

Class rooms are allotted department wise and the maintenance including fans,lights,boards,LCD Projctors is monitored by the class advisors and class tutors. Fire fighting system is arranged in each floor.

Industrial Exposure is given in the laboratories indicating the machine areas, man walk through areas and tools area separately.

Laboratory technicians are provided with regular training including fire fighting practice. Calibration is done to instruments used for measurements periodically every year. Servicing is done to the equipments with warranty period to avoid the breakdown maintenance. Electrical Gadgets and Connections are checked to avoid electrical firing accidents.

Petrol, Diesel and Oil are preserved in safe cans to avoid fire accidents. Tools and equipments are issued only after instruction is made regarding the use of the tool.

Stock register of equipments, maintenance register and issue registers are maintained and are kept intact. Daily Maintenance is done by frequent oiling to the equipments and cleaning.

Library: All the students and the faculty members are instructed to record their library use. There is a library hour for all the classes, during the time students can refer various journals, text/reference books and can surf the net. The student and staff can keep maximum five numbers of books and they have to return the book on or before the due date. All the departments have to give the requirement of books for that academic year and the management will make the arrangement within a month.

Sports& Games Facilty: Regular maintenance works are carried out to utilize the sports facility everyday

Computers: The numbers of computers for the department, library and laboratories are meeting the requirements as per AICTE and Anna University. All the computers are connected to UPS.The students and the staff members are given with separate login ID. Latest Antivirus software is in use.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	http://www.hit.edu.in/AQAR-2020-2021/C4/4.4.2 maintaining physical, academic and support facilities.pdf

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

943

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
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

381

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	http://www.hit.edu.in/AQAR-2020-2021/5.1.3 additional information.pdf
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

526

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

526

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

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

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

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

361

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	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

12

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
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

01

File Description	Documents
Upload supporting data for the same	View File
Any additional information	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.

02

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at unive rsity/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)

The Institution addresses the needs and expectations of the group of stakeholders with the objective of inculcating the qualities of leadership, organizational skills and responsibility in them.

The students are encouraged and motivated to participate in the governance through the following systems:

● Student Representative of IQAC: IQAC student representative helps to propagate quality policies adopted by the Institution among the student fraternity and also help in projecting the

student views while taking any quality policy decision.

All programmes have class committees that comprise of student members representing meritorious as well as slow learners, along with faculty members nominated by the Head of the Department. The Class Committees provide feedback on all aspects of teaching learning system. The Class Representative System is fundamental to student representation as leaders.

Placement Representatives are selected from each class to assist the placement cell in taking the job opportunities to the student community

All departments have students association. Students association comprises of Chairman, Vice Chairman, Secretary, Joint Secretary and Treasurer Postings. The students association involves in organizing technical symposium, seminars and conferences.

About 40 Clubs and Committees having student representation in various levels are functioning in the Institution. Sports Club organizes Institution specific events.

The Institution motivates active participation of students in community related activities through extension activities by giving lead roles in various bodies like NSS, NCC, YRC, where in the students are sensitised regarding the needs of the community.

File Description	Documents
Paste link for additional information	http://www.hit.edu.in/AQAR-2020-2021/5.3.2 additional information.pdf
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

03

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

Alumni Association is registered under the Tamilnadu Societies Registration Act 1975 (registered on 16th November 2018).

Hindusthan Institute of Technology, Maintain continuous interaction between the past and present students, holding periodical alumni day celebration Alumni have also contributed immensely as members of DAC, BOS, delivering Guest lectures, offering Internship, assisting in Placement, organizing Industry visits and students to get admissions into reputed Universities at abroad. The successfully placed alumni act as mentors and a connecting link for the professional aspirations of our students.

Major Activities where Alumni are engaged are as follows:

- **Alumni form the active members of IQAC at various levels. Their inputs are very significant in bringing developments and quality enhancements**
- **Alumni also form the active member and contribute in review and development of the curriculum and keeping Teaching Methodologies as Industry Oriented and up to date. Invited Talks/ Guest Lectures/ Alumni Forums**
- **Member of Admissions Boards – Alumni act as Ambassadors for the promotion of the Institution**
- **As the Participants/ Speakers/ Sponsors during Inter Collegiate Festivals, Disaster Relief Camps, Seminars, Workshops and Conferences**
- **Students get internship, in plant training and project works through Alumni reference**

- As Representatives of the Industry during recruitment and motivating the existing set of students
- Engaged with institution in the capacity of Visiting Faculty members.
- Sharing of Lateral Job Postings for fellow Alumni and the present students
- Guiding final year students for getting admissions into reputed Universities at abroad

File Description	Documents
Paste link for additional information	http://www.hit.edu.in/AQAR-2020-2021/5.4.1 additional information.pdf
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 of the Institution:

HITECH pursues a philosophy of perpetual acquisition of Knowledge. Apart from academic curriculum, equally important is our policy to provide value based education and to exhibit the hidden potentials in students that equip them to approach life with optimism.

Mission:

HITECH conveys revolutionary technical education and inculcates great outlines of discipline through our dedicated staff, who shall set global standards, making our students technologically superior and ethically strong with the help of state-of-art laboratories in all disciplines.

HITECH focuses in both education and discipline to achieve greater

recognition for our efforts. The college will build on its traditions of innovation, problem solving and interdisciplinary collaboration to meet the changing needs of society.

- The major goals of our institution are:
- Be a better institution through academic excellence
- Producing globally competent graduates
- Providing value based education and making them a responsible citizens
- Providing various platforms to exhibit the skills of the students
- To empower the students to compete in all aspects in national and international level
- To emphasis and promote the culture of research in the institution

The governing body of the institution meets once in a year and derives and approves the strategic plans of the institution which were based on the Institution Vision and mission statements

By integration the plans from each department, analysing the institution's strength, weakness and the related threats and opportunities, and collecting the suggestions from various stakeholders, the governing council formulates the action plan for every year. To execute the action plan, there exist many committees in the institution.

For instance, committees like IQAC, Planning and Evaluation, Finance, Anti-ragging, Grievance redressal, and so on, takes up the strategic plans and executes it responsibly.

File Description	Documents
Paste link for additional information	http://www.hit.edu.in/AQAR-2020-2021/CRITERION6/6.1/6.1.1 Governance of Institution reflection additional information.pdf
Upload any additional information	View File

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

Decentralisation and Participative Management

The Institution has adopted the decentralisation and participative

management in the process of academic and administration.

The Top management gives generous freedom and flexibility to the Principal together with the academic council to lead all the academic activities of the college.

They regularly meet and take necessary steps to formulate and implement the perspective plan of the institution.

As part of quality improvement and quality initiative the institution and its concern IQAC and College Development Committee and other statutory Committees continuously work on quality improvement.

In the beginning of academic year all faculty members conduct a meeting and discuss the smooth functioning of the institution.

Various committees are constituted and responsibilities are assigned to them. Committee Chairman and members of the committee report to the principal and IQAC about the planning and implementation of the decision.

They get the feedback from all the stakeholders of the institution and take steps for further improvements as far as they are within the capacity and recommend the management for further corrective action.

The Administrative and academic duties are controlled by the Principal of the Institution. Head of the department works under the guidance of the Principal and Internal Quality Assurance Cell. The Heads of the Department are given specific duties and responsibilities to attend the day to day routine work. Every faculty member is involved in the various academic and administrative or other statutory and non-statutory committee. Internal Quality Assurance Cell monitors the academic and administrative activities. Mentorship is introduced in all the departments and it is effectively monitored by the Principal.

File Description	Documents
Paste link for additional information	http://www.hit.edu.in/AQAR-2020-2021/CRITERION6/6.1/6.1.2 Additional inf Governance of Institute.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Based on the institute vision and mission of the institution, the long term and short term goals of the institution is defined.

Short term goals are:

- Enhance the research and consultancy
- To get research centre recognition for all eligible departments
- To increase the number of funded research projects
- To get NBA accreditation for all eligible departments
- To introduce new UG and PG courses in emerging areas

Long term goals are:

- To have 80% of faculty with Ph.D qualification
- To have incubation centres in the institution
- To tie-up with reputed foreign university for student exchange programme
- To develop own e-learning platform and provide e-learning modules and attract more learners
- To promote students to become entrepreneurs

To achieve these goals, the institution is motivating the faculty members to register for Ph.D programme and most of the faculty members have now registered for Ph.D programme.

To promote research policy, the institution has announced several support systems for faculty members. They are

- Research cell has been formed
- Seed money proposals are invited every year. The faculty members who wish to apply for seed money can submit the application to the research cell.
- The research committee will scrutinize the applications received
- Based on the recommendations from research committee, the seed money funding is provided.

In the year, 2020 – 2021, a sum of rupees seventeen lakhs have been sanctioned to eligible faculty members under Research Seed Money scheme.

File Description	Documents
Strategic Plan and deployment documents on the website	[View File]
Paste link for additional information	http://www.hit.edu.in/AQAR-2020-2021/CRITERION6/6.2/6.2.1/6.2.1_strategic_plan.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.

The college has a well-marked administrative setup confirming the norms of the AICTE and Anna University and functions as Managing trustee - Secretary - CEO - Principal - Head of the Department - Faculty Members

Administrative Setup

The principal steers the finance, academic, administrative, and the evaluative measures of the college.

The heads of the departments help in the smooth and efficient functioning of the respective departments assigns various tasks to different members of faculty.

The Principal serves as the Chief Superintendent for university examinations for the smooth conduct of examination.The coordinator of the exam cell is assisted by a team of faculty members for the successful conduct of examinations.

The various statutory and non-statutory committees take care of the academic and administrative matters.The committees are constituted as per the guidelines of the AICTE and Anna University.

The Administrative Officer and the Office Manager are responsible for the administrative functions executed by clerical, programming, data entry and ministerial staff. The Estate Officer monitors the overall maintenance works.

All the monitory transactions (both the receipt and payments)are made through banks.

The functions of the college are meticulously planned, perfectly coordinated and executed by both the teaching and non-teaching members of the college.

The rules of the college are well defined. The policies and Procedures are made clear. The rules concerned with the General administration of the college, Recruitment Procedure and service conditions, Leave rules, Policies of Promotion and increment of the staff are framed from the inception of the institution. Changes, if any will be made as per the norms of the AICTE/ Anna University/ state government/ the college when necessary.

File Description	Documents
Paste link for additional information	http://www.hit.edu.in/AQAR-2020-2021/CRITERION6/6.2/6.2.2/6.2.2 Intitonal bodies_additional information.pdf
Link to Organogram of the Institution webpage	http://www.hit.edu.in/AQAR-2020-2021/CRITERION6/6.2/6.2.2/6.2.2 Organogram.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 interfaces	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

The institution supports teaching and non-teaching staff in

various aspects.

For teaching staff are provided with on duty leave for their career development and participate in FDP, Conferences, etc. Research scholars are provided with special on duty leave.The institution supports faculty members with financial support for attending FDP's, industry interactions, project presentations, publication of papers, undertaking any certification or online courses, etc. Many faculty members have utilized the facility and got benefited. Also the faculty who have received funds from various government agencies for seminar / workshop / project are provided with remuneration in order to appreciate their efforts.

The college is presently awarding cash awards to faculty members producing 100% results. Qualified and experience staff are promoted to higher cadres periodically. Eligible Teaching staff are also provided with financial aid for becoming members of Professional bodies like IEEE,IE&ISTE

For teaching and non-teaching faculty:

- Various kinds of leave like casual leave, vacation leave, permission, leave on loss of pay, compensation leave, maternity leave, have been practiced in the institution for both teaching and non-teaching faculty
- ESI, PF, have been provided

All teaching and Non-teaching staff are granted festival advance up to 75% of their monthly Gross Salary. Repayment is to be made in 10 installments without interest.

File Description	Documents
Paste link for additional information	http://www.hit.edu.in/AQAR-2020-2021/CRITERION6/6.3/6.3.1/6.3.1 additional inf HR Rules.pdf
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

10

File Description	Documents
Upload any additional information	View File
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

49

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
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

79

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
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

Teaching Faculty: All promotions shall be considered on the basis of merit – cum – seniority basis. The chairman shall appoint a committee for promotion, in which he shall be the chairman with Principal, two professor and invited experts from industries / other institutions. The committee shall consider promotion of teaching staff to the next higher position on the basis of the guidelines given in this chapter and as per AICTE norms, subject to the condition that there has not been any disciplinary action taken against such candidate for promotion, for any misconduct he/she has committed during the service. Under normal circumstances the senior most members of the staff shall be considered for promotion to the next higher level position, subject of however, he/she had completed the years of service in the present position as prescribed below and should have obtained AICTE prescribed qualification.

Performance appraisal involves the following the factors

- **Effectiveness &Innovations in Teaching- Learning Methodologies**
- **Improvements in Professional Competence**
- **Involvement in research and consultancy (Publications,projects,Patents)**
- **Linkages with outside world(Membership, Extension& Community services)**
- **Responsibilities in Institute and Department level)**

Non-Teaching Staff: The performance is analyzed through

- **Effectiveness in delivery of assigned duty**
- **Improvements in skill and qualification**
- **Participation in consultancy work**

Involvement in Institutional activities

File Description	Documents
Paste link for additional information	http://www.hit.edu.in/AQAR-2020-2021/CRITERION6/6.3/6.3.5/6.3.5 additional inf appraisal.pdf
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

Budget provisions are formally identified and approved yearly. The expenditures are made in the most economical and transparent manner in conformity with the procedures prescribed in the rules. The income and expenditure of the Institute are subjected to the regular audit.

The Institute has a mechanism for its internal and external financial audits. Internal Auditors from finance committee and accounts office verify the budget proposals, sanction and expenditure details. Internal audit is an ongoing continuous process in addition to the external auditors to verify and certify the entire Income and Expenditure and the Capital Expenditure each year.

Internal Audits: The Institution has its Planning and Evaluation, Finance Committees' which scrutinizes the Institutional financial requirements from the Departments every year and forwards the same to the Management for approval.

The Heads of the Departments continuously monitor the academic, Co Curricular and Extracurricular activities. We have an effective internal audit mechanism twice in a year where, the Heads of the Departments and deputed Internal auditors will audit the departments to ensure the action plan taken during the academic year and its execution. The Laboratory utilization is also regularly monitored and enhanced based on the student's strength.

External Audits: To maintain a financial prudence, ensure good Accounting practices in the Institution and to provide a proper platform for Audit Compliance and for better governance, an external Audit is carried out by the our Institution Chartered Accountant.

File Description	Documents
Paste link for additional information	http://www.hit.edu.in/AQAR-2020-2021/CRITERION6/6.4.1/6.4.1 additional inf internal external audit.pdf
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)

04

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

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

The management holds all financial powers. The principal is also given the power to approve bills for payment upto Rs.1,00,000/- after getting approval from the management. Heads of departments are given power to approve for payment to a maximum of Rs. 10,000. Annual Budget is prepared by the Heads of departments. Principal reviews those statements. Management finally grants the permission. Principal constitutes separate committees based on the need for a good functioning of the college. Based on the recommendations of the committees Principal takes necessary actions.

The budget is progressively increased every year to meet the

purchase and servicing of equipment, replacement of condemned and creation of new labs to cope up with the upgraded syllabus.

The yearly budget is prepared based on the needs & requirements of the College and Departments by taking into consideration of purchase of laboratory & infrastructure developments, Students, faculty & staff requirements and promotions and latest technologies etc.,

Budget estimates will be prepared by each department and will be reviewed in HODs meeting with the Principal. After having deliberations, prepared budget made altered in the departments and forwarded to the Principal for preparing final budget at college level. The final budget is sent to Management for approval and sanction. The Management is approving almost 100% after passing in the Governing body meeting.

File Description	Documents
Paste link for additional information	http://www.hit.edu.in/AQAR-2020-2021/CRITERION6/6.4.3/6.4.3 additional inf utilization of resources.pdf
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 IQAC continuously works on all the quality evolving facets

Two of the practices institutionalized as a result of IQAC initiatives are

1.Institute was awarded 'A' Grade by NAAC in year 2016. Since then, a number of quality initiatives and actions on the observations given by NAAC have been successfully implemented with the active involvement of IQAC. Institute is an ISO 9001:2015 certified organization. CBCS has been implemented in all Post Graduate and Under Graduate programmes. The scheme and curriculum of Under Graduate programmes is designed based on AICTE Model curriculum. The classrooms, laboratories and seminar halls have been equipped with ICT facilities. Rigorous training is provided on soft skills ,life skills and technical training and improved placement opportunities. Library is fully automated since 2015

with the help of MIS (GEMS). It also provides access to IEEE, ASME, ASCE, EBSCO e-journals, NPTEL video lecture, DELNET inter-library sharing resources and subscribes to more than 3000 e-journals

2.Major Initiatives for fostering research amongst faculty and students include:

- Provision of seed money for research projects
- Incentives for paper publications and patent publications.
- Provision of six months Research Internship.
- Technical and legal support for filing patents.
- Incentives for patents.
- Provision of incentive grade points for research work
- Research scholarships

File Description	Documents
Paste link for additional information	http://www.hit.edu.in/AQAR-2020-2021/CRITERION6/6.5.1/6.5.1 iqac strategies and process.pdf
Upload any additional information	View File

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

The process of Academic Auditing intends to monitor and enhance the quality of technical education through proper guidelines for both teaching faculty and students, so as to ensure qualified engineers/researchers passing out from Hindusthan Institute of Technology. The areas to be included are -- Teaching, syllabi, admissions, results, attendance, research, examinations, academic decisions and implementation, academic administration, facilities for students, teaching and research infrastructure, Laboratory infrastructure, benchmarking of best practices etc.

Objectives of academic auditing:

(i) To ensure academic accountability.

(ii) To define quality of each component of the functionalities and to ensure quality of technical education throughout the system.

(iii) Up gradation of quality of students and faculty members.

(iv) To define effectiveness of teaching - learning process and to devise methodology to confirm maximum output from faculty members as well as students.

Department Academic Committee audit

Assessment based on conduct and actions taken in relation to continuous improvement

Academic Audits

(a) Record of Class work:The Record of class work has been audited weekly by Head of the Department and monthly by the Principal.

Action Taken: If any flaws found in the entry of the record of class work suitable actions will be taken by the Principal to the concern faculty.

(b) Test paper:A Committee is constituted by the Principal for audit of test papers A report from the committee will be submitted to principal for further action.

Action taken: Based on the report received from the committee, counseling is given by the Principal to the faculty members on the report.

c) Evaluation

(i) A meeting will be conducted with auditors under the presence of principal and guidelines for carrying the audit are discussed.

(ii) Auditors conduct the academic audit with in the classroom in the prescribed date and time.

(iii) After receiving the report from the auditors, academic coordinator submits the report to the Principal.

(iv)After seeking approval from the principal, the academic reports are sent to HOD and finally to each faculty through department HOD of the department carry out counselling for the faculty whose teaching index is poor.

Action Taken: Based on the report on evaluation individual faculty can able to improve their knowledge in lagging parameter. Improve

the Teaching Learning process Senior Faculties in the department gives the guidance to the junior Faculties how to take class for the students. Assessment based on conduct and actions taken in relation to continuous improvement. The following external academic audits are conducted to verify and confirm the performance of academic practices and procedures against planned/standard procedures.

1. AICTE

2. Anna University

3. IQAC

4. ISO

File Description	Documents
Paste link for additional information	http://www.hit.edu.in/AQAR-2020-2021/CRITERION6/6.5.2/6.5.2 Additional inf for teaching learning.pdf
Upload any additional information	View File

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

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	http://www.hit.edu.in/AQAR-2020-2021/CRITERION6/6.5.3/6.5.3 Annual reports of Institution.pdf
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

Awareness programs like importance of human rights, Rights of Women in Domestic problems, Cyber security awareness programs related to the safety and security of women employees and students are conducted periodically.

The institution constituted the following committees as per norms laid by University/UGC: Institution Grievance Redressal Committee, Anti-Ragging, Sexual harassment prevention cell, Students' Disciplinary Committee, Women Welfare & SC /ST Students Welfare Committee,

The functions of these committees are displayed on the website of the institution and information is being disseminated to the students through orientation and induction programs. The institution provides safety and security facilities for the staffs and students such as CCTV Surveillance throughout the campus and security arrangement.

Students wear ID cards at all times. The institution has a dedicated Counselling Centre and good mentoring system for the students to take care of their academic, emotional, social and cognitive development. Personal Counselling is provided to the students at different levels. There are separate washroom facilities for girls and boys.

Provide the weblink to:

- **Annual gender sensitization action plan(s)**
- **Specific facilities provided for women in terms of:**
    1. **Safety and security**
    2. **Counselling**
    3. **Common rooms**
    4. **Daycare Centre**
    5. **Any other relevant information**

File Description	Documents
Annual gender sensitization action plan	http://www.hit.edu.in/AQAR-2020-2021/C7/7.1.1.Annual_Gender_Sensitization_action_plan.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	http://www.hit.edu.in/AQAR-2020-2021/C7/7.1.1.Specific_facilities_provided_for_women.pdf

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

A. 4 or All of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

- **Solid waste management**
- **Liquid waste management**
- **Biomedical waste management**
- **E- waste management**
- **Hazardous chemicals and radioactive waste management**
- **Waste recycling system**

Solid Waste Management: The Institute has a place on its campus

where the solid wastes materials are disposed. However, there does not exist more waste from college

Liquid Waste Management- The waste water is carried out through the pipeline and through closed channels. It is disposed to the central collection system of Panchayat waste water collection and disposal

There are no Biomedical, Electronic, Hazardous chemicals and radioactive wastes produced in side the campus

Waste recycling system: Waste water is treated and recycled for agricultural purpose. Biodegradable waste are deposited as manure in the coconut tree.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	http://www.hit.edu.in/AQAR-2020-2021/C7/7.1.3.Waste_Management_Measures_geo_tagged_photos.pdf
Any other relevant information	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	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: A. Any 4 or All of the above

   1. **Restricted entry of automobiles**

2. **Use of Bicycles/ Battery powered vehicles**
3. **Pedestrian Friendly pathways**
4. **Ban on use of Plastic**
5. **landscaping with trees and plants**

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	View File

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

A. Any 4 or all of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
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	View File
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).

We believe in unity in diversity that's why our students respect the different religion, language and culture. We greet and wish each other at different festivals and invite them to have a feast to get introduced with ones culture to have amicable relations and to maintain the religious, social and communal harmony. Similarly our students also celebrate the different festivals with joy and enthusiasm which help them to implant the social and religious harmony. The diversity in India is unique. Being a large country with large population. India presents endless varieties of physical features and cultural patterns. It is the land of many languages it is only in India people professes all the major religions of the world. To represent our Indian culture, on the eve of our college annual gathering we organize a traditional dress competition and fashion show. In this competition students wore the different attire representing the different states, religions and cultures. Through this activity students get acquainted with the different culture of our nation and help to develop the tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities. This also creates the inclusive environment in the college and society.

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

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

The Institute undertakes different initiatives by organizing various activities to sensitize students and employees to the constitutional obligation: Values, Rights, Duties and responsibilities of the citizens. Our constitution provides for human dignity ,equality, Social justice, Human rights and freedom ,Rule of law ,equity and respect and superiority of constitution in the national life .The whole country is government on the basis of the rights and duties enshrined in the Constitution of India mandatory courses like Universal Human values and Healthy sciences, Essence of Indian traditional knowledge and Indian constitution. Every year Republic day is Celebrated on 26th Jan by organizing activities highlighting the importance of Indian Constitution. Independence day is also celebrated every year to highlight struggle of freedom and importance of Indian constitution.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	View File

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

A. All 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

The Institute believes in celebrating events and festivals inside and outside the campus. It is an integral part of learning and building a strong cultural belief in a student. The Institute makes tremendous efforts in celebrating the national and international days, events and festivals throughout the year

Institution celebrates/ organizes national and international commemorative days, events and festivals. National festivals play an important role in planting seed of Nationalism and Patriotism among people of India. Our institution celebrates these events with great enthusiasm to commemorate the ideology of nationalism and to pay tribute to our great National Leaders. The Faculty, Staff and Students of the institution all come together under one umbrella to celebrate these occasions and spread the message of Unity, Peace, Love and Happiness throughout.

Republic day- The institution celebrates Republic day on 26thJanuary every year, commemorating the adoption of Indian constitution and spreading the message that India is the largest democratic country in the world. This is a day to remind the students about the constitution of the country and the need to abide by it at all times. The celebration includes the hoisting of national flag and spreading a warm message of nationalism in a speech by the Principal.

Independence Day is celebrated every year on 15th of August, parades and flag hoisting is organized and is celebrated to mark freedom of India from British rule. The hindistution encourages students to remember our national leaders and their sacrifices.

Gandhi Jayanti is celebrated every year on 2nd October to

understand the ideology of our great leader Mahatma Gandhi wherein pledge is taken by students and staff. In today's times we inspire students of our institution to follow the Gandhian ideologies of truth and nonviolence and inspire them to contribute towards the peace and prosperity of the Nation.

International Yoga day is celebrated on 21st June every year. The yoga Instructor organizes the yoga camp and a speech is conducted to make everyone aware on how Yoga embodies unity of mind and body; thought and action; restraint and fulfilment.

Voters Day is celebrated on 25th January wherein the students are given awareness on their duties and rights as a loyal citizen.

Students also celebrate World Health Day,World Environmnet day,World Entreprenuers day,National Innovation day,National Education day,and National Energy Conservation day.

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	View File
Any other relevant information	View File

7.2 - Best Practices

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

1. Title of the Practice I

Blended Mode of Technology enabled Teaching and Learning

2. Objectives of the Practice

- To offer effective online education in the event of a pandemic situation
- To establish a linked classroom environment that is accessible 24 hours a day, seven days a week, to ensure learning at all times.
- To integrate technologies for teaching and learning

3. The Context

- Academic schedule including co-curricular and extra curricular activities is prepared and disseminated to all stack holders well in advance
- Session plan is approved by Head of the Department which includes content delivery, teaching aids etc.
- Faculty members are responsible for providing effective online delivery throughout the period.
- Learning is enhanced by in-depth conversations and the use of technical skills.
- Innovative teaching via the use of student-cantered techniques, as well as the use of creativity in learning activities

4. The Practice

- A variety of digital learning techniques have been taught to faculty members, who are now proficient in the usage of applications such as Kohoot and Canva, as well as the iSpring Suite, Polleverywhere, Mentimeter, Quizlet, Slido, Testmoz, and Flipgrid. Iscribe tool is used for teaching analytical courses like Mathematics
- In each classroom session, the time is divided into various slots of 20 minutes in length each. Every 20 minutes, an online quick feedback mechanism in the form of online tools is obtained in order to determine the level of attention and efficacy with which the students are delivering the curriculum.
- Following the results, modifications to instructional aids and material delivery are made, with animations and videos being included as appropriate.

5. Evidence of Success

- Increased involvement by students
- Better understanding by the students and achieved good results
- Consistent performance in internal and external assessments
- Improvement in Employability skills
- Positive motivation towards entrepreneurial activities

6. Problems Encountered and Resources Required

- High-speed internet access is required for all students
- Adequate computer equipment are required in order to improve

the efficacy of teaching
- Recorded videos are used to overcome computing resource obstacles.

7. Notes (Optional)

- Exclusive faculty training to be extended to all the faculty members in using ICT tools
- Signing up with Google academic alliance for using free Google class room and its educator components

1. Title of the Practice II

Support systems for Marginalized and Women Empowerment

2. Objectives of the Practice

- To implement a special approach for development of the students of marginalized sector.
- To provide additional resources for meritorious students
- To empower women to take challenges and promote academic excellence.
- To encourage the participation of SC/ST/OBC women candidates in higher education and entrepreneurship
- To coordinate with respective stack holders for implementation of various aspects
- To perform periodic review about implementation and improvement of the processes.

.3. The Context

Being an institute located in rural area, our role is to build a society free from discrimination and deprivation by providing the holistic support to the students from marginalized sector.

Women education and empowerment are the indicators of development of modern India. The Institute provides employment and entrepreneurship training to women. Merit scholarship scheme has been implemented. Students are provided with internship with stipend.

4. The Practice

Apart from focus on implementation of curriculum, institute has devised an approach of holistic development of students by supporting them on various fronts viz. Financial, Stress

Management, Academics, Societal Connect and Entrepreneurship

A number of awareness programs are given by means of seminars, workshops and projects which are funded by government and non-government funding agencies like DST,AICTE &TNSCST.In each program, women are taught about the different educational, social and entrepreneurship skills which will help us to achieve women empowerment.

5. Evidence of Success

- 380 Number of students have been provided with financial support of Rs.2,20,14600.

- 560 students have got opportunity to take up the activities like internship, in plant training, involvement in industry projects and extension activities

- Around 150 students participate in Blood Donation Camp for donating blood every year.

- The Institute has conducted series of entrepreneurship development programs and supported 6 start-ups in the academic year 2020-21

- Project worth Rs. 1378318/- on the topic "Endorsing Employment Confidence of Women through Appropriate Coir Cluster Merchandises Training & Development for their Life Uplifting in Rural Environment" sponsored by DST.

- 6 Weeks Online Program on "Entrepreneurship development training for Repair and Maintenance of Solar based Power supply, Inverter and UPS among Rural People" sponsored by DST Under the scheme TEDP(Technology Based Entrepreneurship Development Programme).

6. Problems Encountered and Resources Required

- Though encouragement is given in the form of financial support to the projects, very few projects are converted into the products.
- Most of the students are willing to go for employment.15 % of the students only having interest in entrepreneurship
- Additional resources can strengthen the activity.
- Additional staff is needed for smooth and intensive organisation such activities.

- Constraint of time schedule hinders our activities.

7. Notes (Optional)

Students and faculty members from other Institutes regularly attend training programs, seminars,workshops,symposium,conferences,FDP,STTP in our Institute and they also utilize the infrastructure for academic purpose. The practices followed in our Institute are experienced and other Institutions are also started to adopt.

Every year we have planned to send proposals to different government and non-government funding agencies for organizing the programs related to women empowerment.

File Description	Documents
Best practices in the Institutional web site	[View File](#)
Any other relevant information	[View File](#)

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

The Institution lays a great emphasis on the holistic development of the students as they are the future ambassadors of the College. Keeping this in mind, the Institution provides value-based quality education that provides all learners with capabilities they require to become economically productive, develop sustainable livelihoods, contribute to peaceful, democratic societies and enhance individual well-being. In quality education, the Institution focuses on three dimensions that all interventions of the organization need to meet Viz. Education - Ethics, Excellence and Experience. The concept of 'Education - Ethics' which emphasize the student to develop discipline, maturity, moral standards through various Club/Committees as they are the platforms that offer a plethora of opportunities to students to give them a voice of their own and shed their inhibitions through an enriching and engaging knowledge.

In order to bring holistic and sustained community development among the students with social responsibility for nation building, the institution promotes regular engagement of faculty and students in diverse activities for promoting the idea of institute neighbourhood community network by planning and executing various

extension activities through different schemes. Club/Committee activities, workshops, Intra-Domain and Inter-University competitions enhance the communication skills, team management skills, leadership skills, time-management, and resource management skills and above all builds confidence in each student. Through the Club/committee platform provided by the Institution, students learn to do practical implementation of the classroom.

The concept of 'Excellence' means the pursuit of Academic Excellence and Placements. The institute also aims at vitalizing the learning skills with a focus on futuristic demands, vitalizing teaching learning process, ICT, Human Values, and functional relationship with all the stakeholders for the holistic development of the individual and society.

The institution stands apart from all other colleges by placing greater emphasis on producing professional students by providing value-based education and enabling the students to face challenges in modern life. To equip the students, the Institution provides the best amenities required for students to enhance their Technical skills, Academics. The Institution focuses on Value Added Courses and Vocational Education Training for enriching the Entrepreneurship skills among the students.

The "Hindusthan Corporate Relations - Placement Cell", is an integral part of our Institution that ensures the students are well trained and prepared to face their campus interviews effectively through an effective Soft skill Development Centre. The Institution aims at creating a breeding ground for the students to grow and achieve success. In view of that, the concept of "Experience" means the quest to bring out the inherent talents of the students every year the institution organizes cultural functions.. These Festivals throw light on various arts and drives the students to excel in Co-Scholastic areas as well. Thus, the Institution achieves the Vision, Mission at the level best providing the Physical Infrastructure, Scholastic facilities and Extracurricular activities by organizing different events and creating the platforms for the students.

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 has established a systematic approach for the formulation, revision, and implementation of the curriculum in all of its departments. The curriculum has been carefully crafted to handle latest technology and possibilities that exist at the regional and global levels. The Institute has signed MoU with IBM Career Education for integrating specialisation courses in Curriculum to have latest emerging technologies including

o Artificial Intelligence / Machine Learning / Data Science

o Block chain, Cloud Computing

o Cyber security

Factors considered during Curriculum development:

- The Curriculum is aimed to guarantee that students have the necessary domain knowledge, abilities, and attitude. It is decided based on following
- Model Curriculum & syllabus of UGC,AICTE & reputed Universities
- Inputs from stake holders, National Education Policy 2020 & NSDC annual report
- Syllabus of various competitive exams such as GATE& IES
- The Institute pays close attention to the accomplishments of PEO, PO, and PSO for their respective programmes, which are closely related to the institution's Vision and Mission, as well as the Department's Vision and Mission.

The Curriculum Design Process :

- As per the feedback received from stack holders, Department Advisory Committee prepares the curriculum and it is presented in Board of Studies. Final approval is obtained from Academic Council.
- Enrolment in MOOCS, NPTEL, Coursera and edX is encouraged. Internships have been made mandatory for all

students. Value added courses are also being conducted

http://hit.edu.in/aero.html

http://hit.edu.in/auto.html

http://hit.edu.in/cse.html

http://hit.edu.in/ece.html

http://hit.edu.in/it.html

http://www.hit.edu.in/mech.html

http://www.hit.edu.in/Pharmaceutical.html

http://hit.edu.in/mba.html

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://www.hit.edu.in/AQAR-2020-2021/C1/CRITERION 1.1.1.pdf

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

The Institution publishes Academic calendar adhering to the academic schedule prescribed Anna University & CoE of the Institute before the start of the academic year. It reflects the working days, the internal assessment test schedule, tentative dates of commencement of theory and practical examinations on the semester.

The Timetable Committee headed by the Principal and coordinated by a senior Faculty Member draws up a detailed timetable which efficiently deploys the units of time for academic and co-curricular activities like theory, practical, tutorial, ICT, life-skill, value education and add-on classes.

Class information sheet which contains PO,PSO and Assessment pattern for courses is provided to students. The lecture plan included in the Course Information Sheet is followed and Faculty members take utmost care to complete the syllabus in

time. Continuous Assessment System is followed for awarding internal marks.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	http://www.hit.edu.in/AQAR-2020-2021/C1/1.1.2 - Academic Calendar-Supporting Document.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	A. All 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

10

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)

16

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

1591

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

1591

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

Various types of courses have been incorporated into the curriculum in order to address cross-cutting issues such as

o gender,

o environment and sustainability,

o human values

o professional ethics

• As an important aspect of student participation in social activities throughout their programme of study, the college requires all students to enlist as National Social Service /National Cadets Corps (NSS/NCC).

• Its goal is to instil values, ethics, and socially responsible characteristics in students. Students plan street performances, awareness campaigns, debates, and other activities. Students have been involved in activities that promote human values from the institution's foundation

The courses like Universal Human values and healthy sciences and Essence of Indian Traditional Knowledge are being offered aiming to develop students' sensibility with regard to issues of gender in contemporary India, to provide a critical perspective on the socialization of men and women, to help them reflect critically on gender violence and to hone them for more open interactions between men and women. Through courses like Environmental Science and Engineering, Renewable Energy Sources and Professional Ethics in Engineering, the Institute integrates cross cutting issues related to environment, sustainability and human values

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

36

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	[View File](#)
MoU's with relevant organizations for these courses, if any	[View File](#)
Number of courses that include experiential learning through project work/field work/internship (Data Template)	[View File](#)

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

546

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	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	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	http://www.hit.edu.in/AQAR-2020-2021/C1/1.4.1 Stackholder's Feedback Report _ AUTO.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 sanctioned seats during the year

684

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

464

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

Slow learner and advanced learners are identified for each course separately by respective course teacher for all the semesters. The wide range of continuous assessment components including Daily Home Assignments, Class Assignments, Seminars and Group Discussions, Quizzes, Class Tests, and attendance, enable effective assessment of learning levels of students.

Strategies adopted for slow learners

- Peer Learning is practiced to enhance the learning abilities of the students who are helping their peers as well as the student beneficiaries
- Remedial Classes are conducted to improve the academic performance of the slow learners, absentees and students who participate in sports and other activities. This practice helps the struggling learners to improve subject knowledge and helps them catch up into their peers
- Group Study System is also encouraged with the help of the advanced learners
- Academic and personal counseling are given to the slow learners by the tutors
- Provision of simple and standard lecture notes

Strategies for the advanced learners

- The advanced learners (above 7.5CGPA upto V sem) are allowed to do Fast track courses.
- Advanced learners are encouraged to enroll in MOOC Courses — Swayam, EdX, Coursera and the credits will be given when successfully completing this certification courses.
- Advanced Learners are provided coaching classes for competitive examination

Talented students are motivated to participate in Hackathons, Toycathon, Intec Olympiad, Paper Presentations, Project Competitions and participate in Summer Projects and Internships.

File Description	Documents
Link for additional Information	http://www.hit.edu.in/AQAR-2020-2021/CRITERION2/2.2/2.2.1 additional information.pdf
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
1565	**175**

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

To ensure that the students are conceptually sound and able to apply the concepts in the practical situations the Institute adopted various methods of experiential and participative learning and has been using problem solving methodologies for enhancing learning experiences.

The Laboratory work for the practical courses is designed to give opportunity to the students for experiential learning. Internships/field training are integrated into the programme structure.

Experts from industry share their experience with the students which prepare them for the real time job scenario. They are also taken to field/industry visits and study tours in India. It exposes them to the world of practical knowledge to hone their skills and abilities.

The students take active part in organizing various extra and

co-curricular events which help them develop their skills. Special programmes on Women's Day, Republic Day, International Yoga Day, Independence Day, etc. are also conducted by them.

Students undertake group activities such as project assignments, case-study analysis which leads to participative learning.

Students participate in outreach programmes, social and extension activities. Along with the classroom teaching and laboratory- experiment- based learning, students are also involved in projects which help enhance the real-life problem solving abilities of the students.

File Description	Documents
Upload any additional information	[View File](#)
Link for additional information	http://www.hit.edu.in/AQAR-2020-2021/CRITERION2/2.3/2.3.1 student centric.pdf

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

The class rooms and design laboratories are ICT enabled with LCD projectors and the campus is enabled with high speed WiFi connection. They are also equipped by digital library, online search engines and websites to prepare effective presentations Google classroom is used to manage and post course related information- learning material, quizzes, assignments etc.

Online drawing tools like concept maps, mind maps, are used to perform student centric activities. Laboratory manuals are mailed to students well in advance the experiment is performed.

Use of ICT By Faculty-

- PowerPoint presentations- Faculties are encouraged to use power-point presentations in their teaching by using LCD's and projectors.
- Industry Connect- Seminar and Conference room are digitally equipped where guest lectures, expert talks and various competitions are regularly organized for students.
- Virtual laboratory is conducted through HACKERANK. KAHOOT

> **platform is used for Online quiz**
> - **Video lecture- Recording of video lectures is made available to students for long term learning and future referencing.**
> - **POLLEVERYWHERE is used to record feedback of students. To teach Analytical courses in online mode, teachers use tools like scribble pad.**

Online Technical & management events such as Poster making, Ad-mad show, Project presentations, Business quiz, Debates, paper presentations etc. are conducted.

File Description	Documents
Upload any additional information	[View File](#)
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	[http://www.hit.edu.in/AQAR-2020-2021/CRITERION2/2.3/2.3.2 additional information.pdf](http://www.hit.edu.in/AQAR-2020-2021/CRITERION2/2.3/2.3.2_additional_information.pdf)

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

175

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	[View File](#)
Circulars pertaining to assigning mentors to mentees	[View File](#)
mentor/mentee ratio	[View File](#)

2.4 - Teacher Profile and Quality

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

175

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
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

34

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

6

File Description	Documents
Any additional information	View File
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.

Three Continuous Internal Assessment are conducted. These tests are conducted regularly as per the schedule given in academic calendar. The portions for I& II CIA are 1.5 Units. III CIA -2 Units. The examination is conducted for 50 Marks for a duration of 2 Hours.

For transparent and robust for internal assessment, the following mechanisms are conducted

·Department Examination Coordinator/Internal Examination Committee.

· Question Paper Setting as per standards and approved by DAC & Principal .

· Conduct of Examination monitored by Exam squad members

- **Valuation and mark entry is recorded in COE Webportal as per schedule**

For Regulations 2020,the internal assessment contains following components

- **20 Marks for CIA**
- **20 Marks for Assignment/Tutorial/Mini Project/Quiz/Seminar presentation**

For assessment of laboratory course, continuous performance in the laboratory and model examination are taken in to consideration.

Personal guidance is given to the poor performing the students after their assessment. In this way mechanism of internal assessment is transparent and robust.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	[http://www.hit.edu.in/AQAR-2020-2021/CRITERION2/2.5/2.5.1 additional information mechanism of internal assessment.pdf](#)

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

All the students are informed about the evaluation procedure, weightage of internal and external marks allotment as per their regulation.

The allotment of internal marks for theory and practical courses are disseminated during class committee meetings and provided as class information sheet.

After the internal examination the evaluated answer scripts are distributed to students and the discrepancies are addressed. Absenteeism for the internal examination only with medical and other genuine reasons are accepted and those students may be given permission for re appearing for internal test.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	http://www.hit.edu.in/AQAR-2020-2021/CRITERION2/2.5/2.5.2 additional information.pdf

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The Institute has clearly stated learning outcomes of the Programs and Courses. The following mechanism is followed by the institution to communicate the learning outcomes to the teachers and students.

• Hard Copy of syllabi and Learning Outcomes are available in the departments for ready reference to the teachers and students

• The importance of the learning outcomes has been communicated to the teachers in every IQAC meeting and College Committee meeting

• The students are also made aware of the same through Tutorial meetings Workshops have also been conducted for developing the Programme Educational Objectives and Learning outcomes at Institute level

• Website

- Curriculum /regulations books

- Class rooms

- Department Notice Boards

- Laboratories

- Student Induction Programs

- Meetings/ Interactions with employers

- Parent meet

- Faculty meetings

- Alumni meetings

- Professional Body meetings

- Library

While addressing the students, the HODs create awareness on POs, PSOs and COs. The faculty members, class teachers, mentors, course coordinators, program/ISO coordinators also inform the students and create awareness and emphasize the need to attain the outcomes.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	http://www.hit.edu.in/AQAR-2020-2021/CRITERION2/2.6/2.6.1.pdf
Upload COs for all courses (exemplars from Glossary)	[View File](#)

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

Each course has a defined set of course outcomes and corresponding evaluation criteria. The course outcomes are mapped to the program outcomes which are used to provide the quantitative measurement of how well the program outcomes are achieved. The performance of the students in the examinations

during the semester in each course is used to compute the level of attainment of the POs and PSOs through the mapping of questions to COs and COs to POs and PSOs. CO-PO & PSO mapping for all the courses in the program is prepared by the program coordinator in consultation with other faculty members. Apply Blooms taxonomy of behavioural objectives in the teaching learning process and assess the students learning outcomes in terms of teacher made test and standardized test. Internal assessment is the requirement of the continuous assessment and is essential for the fulfilment of the COs and POs. There is an internal college examination committee that deals with the effective implementation of the evaluation reforms regarding the attainment of course outcomes and programme outcomes.

Direct assessment –80%

- Continuous Internal Assessment (CIA)

- End semester examinations

- Assignments, Quiz

Indirect Assessment – 20%

- Course exit survey

- Graduate exit survey

- Alumni survey

As per recommendation, process of Indirect Attainment assessment are revised and taken account of all stakeholders.

Components considered for indirect attainment assessment will be

1. Course exist survey

2. Co-curricular and extracurricular activities

3. Performance in competitive exams

4. The assessment scores are quantified between 1 to 3.

All the feedbacks with defined parameters are collected through college Learning Management System. The indirect assessments

are quantified and contributed to 20% of the overall course
outcome.

http://hit.edu.in/aero.html

http://hit.edu.in/auto.html

http://hit.edu.in/cse.html

http://hit.edu.in/ece.html

http://hit.edu.in/it.html

http://www.hit.edu.in/mech.html

http://www.hit.edu.in/Pharmaceutical.html

http://hit.edu.in/mba.html

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://www.hit.edu.in/AQAR-2020-2021/CRITERION2/2.6/2.6.2 Attainment of Programme Outcomes and Course outcomes.pdf

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

447

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	View File
Paste link for the annual report	http://hit.edu.in/AQAR-2020-2021/Pass_Percentage-2020-21.pdf

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)

http://www.hit.edu.in/AQAR-2020-2021/C1/1.4.1%20Stackholder's%20Feedback%20Report%20_%20AUTO.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)

50.87078

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

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

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

17

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	http://www.hit.edu.in/AQAR-2020-2021/C3/3.1.2.1 - Number of departments having Research projects Additional information.pdf

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

23

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

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

41

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

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

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

15

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

3.3 - Extension Activities

3.3.1 - 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 ultimate aim is to transform the lives of the people and serve the society in a better way. Exposure to extension and outreach activities sensitize the students towards social issues like gender discrimination, girl child education, child abuse, victims of violence, cleanliness, tree plantation and environment, self-development, health education etc. The activities conducted led to imbibe the social and environmental accountability.

The Institute organizes number of extension activities to promote institute neighbourhood community to sensitize the students towards community needs. The students of our college actively participate in social service activities leading to their overall development. NSS & NCC are effectively functioning.

NSS organizes a residential seven day camp in nearby adopted village and several activities are carried out by NSS volunteers addressing social issues which include cleanliness ,

tree plantation, Social interaction, Group discussion Eradication of superstition, Environmental awareness, Women empowerment, National Integrity, Blood donation camp, Veterinary guidance, Farmers meet, Awareness about farmer's suicide etc.

The NCC unit of the college organizes various extension activities as tree plantation, Road safety awareness, Save fuel save country programme, Swachh Bharat Abhiyan & National equality awareness.

The volunteers of Youth Red cross and Red Ribbon club organize programmes like Health Check-up Camps, and Awareness among masses for prevention from HIV/AIDS,COVID-19, Dental Check-up Camps to sensitize people on health issues.

File Description	Documents
Paste link for additional information	http://www.hit.edu.in/AQAR-2020-2021/C3/3.3.1 - Additional Information.pdf
Upload any additional information	View File

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

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

2

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	View File

3.3.3 - 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

3.3.3.1 - 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

9

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

524

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

65

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

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

23

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
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 Institute has well established policies, procedures with monitoring system for the maintenance and utilization of Campus facilities. The Institution ensures the physical infrastructure so as to cater to the needs of Students, Faculty, and non-teaching staff.

Hindusthan Institute of Technology has a well-developed high-tech campus of 136 acres, It is equipped with modern facilities and learning resources to achieve academic excellence according to its vision and strategic objectives. The infrastructure facilities and learning resources are categorized as under:

(a) Learning Resources include resources and infrastructure required for library, laboratories, computer centre, class room teaching, events, meetings and conferences. (b) Support facilities include hostels, canteens, seminar halls, committee rooms, sports grounds.

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so as to cater to the needs of Students, Faculty, and non-teaching staff.

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(a) Learning Resources include resources and infrastructure required for library, laboratories, computer centre, class room teaching, events, meetings and conferences.

(b) Support facilities include hostels, canteens, seminar halls, committee rooms, sports grounds.

(c) Utilities include safe drinking water, restrooms and power generators. Classes are scheduled for optimal utilization of the available physical infrastructure. Sophisticated equipment available in the laboratories Sharing of laboratory facilities is also encouraged between Departments. The Institute continuously strives to create and enhance infrastructure both in terms of buildings and other facilities to provide a good teaching-learning environment.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.hit.edu.in/AQAR-2020-2021/C4/4.1.1 infrastructure and physical facilities.pdf

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

The Institute, with its compulsory Core Courses and the continuous evaluation scheme, integrates sports and extra-curricular activities as essential components. This is done not only for participation but also for assessment of students. It has adequate facilities for sports, games and cultural activities. The total area of sports and games fields is 10 acres. This Institute has two large playgrounds with provision for multiple games, such as, Athletics, Cricket, Football,

Volleyball, Basketball and Kho-kho. Another field provides Tennis courts. Indoor and outdoor badminton courts and gymnasium are available.

All faculties have well-equipped assembly halls for organizing annual functions and cultural events. Major cultural events are organized at the majestic Hindusthan Institute of Technology Convocation Hall. Facilities for outdoor and indoor sports and games that include badminton, volleyball, basketball, carrom, table tennis and chess, gymnasium and cultural activities also exist in the Girls and Boys Hostels.

Inter college and intra college games and sports competitions are organized regularly every year for students. Students are specially trained for participation in Zonal and Inter-Zonal National Youth Festivals competitions organized by the Association of Indian Universities, the National Youth Parliament competition and other cultural and sports events outside the campus.

The Institute has excelled at these events by winning prizes and awards in individual and group events. Some of the faculty members serve as Yoga instructors. Special classes on self-defence are organized specially for female students.

National Independence Day and Republic Day are celebrated in the Institute by unfurling the national flag followed by a guard of honour of the Chief Guest by NCC students, an impressive march past of students of all faculties on the beats of the students' band and organization of athletic events.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	http://www.hit.edu.in/AQAR-2020-2021/C4/4.1.2 Institution has adequate facilities for sports,games gymnasium etc..pdf

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

12

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

12

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	http://www.hit.edu.in/AQAR-2020-2021/C4/4.1.3.1 No of classrooms and seminar halls with ICT facilities.pdf
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)

125.1015117

File Description	Documents
Upload any additional information	[View File](#)
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 Central Library in the Institution is well equipped and automated with Integrated Library Management System (ILMS). Description about the ILMS is as follows: Name of the ILMS software – Lips iNet Version 5.0 :Nature of automation (Fully or Partially) – Fully Version- 5.0 Year of automation- 2007

Online Public Access Catalog (OPAC) is the main source to provide access to the collections in the library. To access the OPAC, the library is equipped with 3 computers and an E-gate

register.

The Library also has a Knowledge Centre (Digital Library) with 15 computers to access E Resources, web browsing and other research related activities. The Library which houses sufficient number of books of all disciplines, collection of rare books, manuscripts, special reports and number of e journals and e books.

The library is also provided with name boards wherever necessary for the students and faculty, to direct them to the books that they are looking for. The faculty, students and research scholars have a free access to these computers during the working hours of the library. Library is being consulted by students and faculty daily.

Every day an approximate of 140 students visit library to refer books, newspapers and journals, issue and return of books. The library also has a provision for photocopying downloading and printing the materials from these resources.

Apart from this, Every Department is furnished with Library with domain specific books of their programme which is accessed by the Students and Faculty

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional Information	http://www.hit.edu.in/AQAR-2020-2021/C4/4.2.1 Library using ILMS.pdf

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	A. Any 4 or more 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)

13.47

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

300

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

For the Purpose of maintaining, securing, and ensuring legal and appropriate use of Information technology infrastructure IT policy has been instituted.IT Policy applies to technology administered by the Institute centrally. This IT policy also applies to the resources administered by the departments such

as Library, Computer Labs, Laboratories, and Administrative Offices of the Institute.IT policy broadly concentrates on the following areas

- IT Hardware Installation and Maintenance Guidelines
- Software Installation and Licensing Guidelines
- Network (Intranet & Internet) Use Guidelines
- E-mail Account Use Guidelines
- Web Site Hosting Guidelines
- Role of Network/System Administrators
- Maintenance of LCD Projectors,Printers,Biometric system and Intra communication system
- Support systems during online classes and examination

Every year the budget proposal is being submitted for the up gradation and maintenance of Computer and IT Infrastructure facilities and approved by the finance committee

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.hit.edu.in/AQAR-2020-2021/C4/4.3.1 Institution updates its IT facilities including Wi-Fi.pdf

4.3.2 - Number of Computers

744

File Description	Documents
Upload any additional information	View File
Student – computer ratio	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)

125.1015117

File Description	Documents
Upload any additional information	View File
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.

Class rooms are allotted department wise and the maintenance including fans,lights,boards,LCD Projctors is monitored by the class advisors and class tutors. Fire fighting system is arranged in each floor.

Industrial Exposure is given in the laboratories indicating the machine areas, man walk through areas and tools area separately. Laboratory technicians are provided with regular training including fire fighting practice. Calibration is done to instruments used for measurements periodically every year. Servicing is done to the equipments with warranty period to avoid the breakdown maintenance. Electrical Gadgets and Connections are checked to avoid electrical firing accidents.

Petrol, Diesel and Oil are preserved in safe cans to avoid fire accidents. Tools and equipments are issued only after instruction is made regarding the use of the tool.

Stock register of equipments, maintenance register and issue registers are maintained and are kept intact. Daily Maintenance is done by frequent oiling to the equipments and cleaning.

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Library: All the students and the faculty members are
instructed to record their library use. There is a library hour
for all the classes, during the time students can refer various
journals, text/reference books and can surf the net. The
student and staff can keep maximum five numbers of books and
they have to return the book on or before the due date. All the
departments have to give the requirement of books for that
academic year and the management will make the arrangement
within a month.

Sports& Games Facilty: Regular maintenance works are carried
out to utilize the sports facility everyday

Computers: The numbers of computers for the department, library
and laboratories are meeting the requirements as per AICTE and
Anna University. All the computers are connected to UPS.The
students and the staff members are given with separate login
ID. Latest Antivirus software is in use.
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File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	http://www.hit.edu.in/AQAR-2020-2021/C4/4.4.2 maintaining physical, academic and support facilities.pdf

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

943

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
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

381

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	http://www.hit.edu.in/AQAR-2020-2021/5.1.3 additional information.pdf
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

526

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

526

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

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

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

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

361

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	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

12

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
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

01

File Description	Documents
Upload supporting data for the same	View File
Any additional information	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.

02

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
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)

The Institution addresses the needs and expectations of the group of stakeholders with the objective of inculcating the qualities of leadership, organizational skills and responsibility in them.

The students are encouraged and motivated to participate in the governance through the following systems:

• Student Representative of IQAC: IQAC student representative helps to propagate quality policies adopted by the Institution among the student fraternity and also help in projecting the student views while taking any quality policy decision.

All programmes have class committees that comprise of student members representing meritorious as well as slow learners, along with faculty members nominated by the Head of the Department. The Class Committees provide feedback on all aspects of teaching learning system. The Class Representative System is fundamental to student representation as leaders.

Placement Representatives are selected from each class to assist the placement cell in taking the job opportunities to the student community

All departments have students association. Students association comprises of Chairman, Vice Chairman, Secretary, Joint Secretary and Treasurer Postings. The students association involves in organizing technical symposium, seminars and

conferences.

About 40 Clubs and Committees having student representation in various levels are functioning in the Institution. Sports Club organizes Institution specific events.

The Institution motivates active participation of students in community related activities through extension activities by giving lead roles in various bodies like NSS, NCC, YRC, where in the students are sensitised regarding the needs of the community.

File Description	Documents
Paste link for additional information	http://www.hit.edu.in/AQAR-2020-2021/5.3.2_additional_information.pdf
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

03

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

Alumni Association is registered under the Tamilnadu Societies Registration Act 1975 (registered on 16th November 2018).

Hindusthan Institute of Technology, Maintain continuous interaction between the past and present students, holding periodical alumni day celebration Alumni have also contributed immensely as members of DAC, BOS, delivering Guest lectures, offering Internship, assisting in Placement, organizing Industry visits and students to get admissions into reputed Universities at abroad. The successfully placed alumni act as mentors and a connecting link for the professional aspirations of our students.

Major Activities where Alumni are engaged are as follows:

- Alumni form the active members of IQAC at various levels. Their inputs are very significant in bringing developments and quality enhancements
- Alumni also form the active member and contribute in review and development of the curriculum and keeping Teaching Methodologies as Industry Oriented and up to date. Invited Talks/ Guest Lectures/ Alumni Forums
- Member of Admissions Boards – Alumni act as Ambassadors for the promotion of the Institution
- As the Participants/ Speakers/ Sponsors during Inter Collegiate Festivals, Disaster Relief Camps, Seminars, Workshops and Conferences
- Students get internship, in plant training and project works through Alumni reference
- As Representatives of the Industry during recruitment and motivating the existing set of students
- Engaged with institution in the capacity of Visiting Faculty members.
- Sharing of Lateral Job Postings for fellow Alumni and the present students
- Guiding final year students for getting admissions into reputed Universities at abroad

File Description	Documents
Paste link for additional information	http://www.hit.edu.in/AQAR-2020-2021/5.4.1_additional_information.pdf
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 of the Institution:

HITECH pursues a philosophy of perpetual acquisition of Knowledge. Apart from academic curriculum, equally important is our policy to provide value based education and to exhibit the hidden potentials in students that equip them to approach life with optimism.

Mission:

HITECH conveys revolutionary technical education and inculcates great outlines of discipline through our dedicated staff, who shall set global standards, making our students technologically superior and ethically strong with the help of state-of-art laboratories in all disciplines.

HITECH focuses in both education and discipline to achieve greater recognition for our efforts. The college will build on its traditions of innovation, problem solving and interdisciplinary collaboration to meet the changing needs of society.

- The major goals of our institution are:
- Be a better institution through academic excellence
- Producing globally competent graduates
- Providing value based education and making them a responsible citizens
- Providing various platforms to exhibit the skills of the students
- To empower the students to compete in all aspects in national and international level
- To emphasis and promote the culture of research in the institution

The governing body of the institution meets once in a year and

derives and approves the strategic plans of the institution
which were based on the Institution Vision and mission
statements

By integration the plans from each department, analysing the
institution's strength, weakness and the related threats and
opportunities, and collecting the suggestions from various
stakeholders, the governing council formulates the action plan
for every year. To execute the action plan, there exist many
committees in the institution.

For instance, committees like IQAC, Planning and Evaluation,
Finance, Anti-ragging, Grievance redressal, and so on, takes up
the strategic plans and executes it responsibly.

File Description	Documents
Paste link for additional information	http://www.hit.edu.in/AQAR-2020-2021/CRITERION6/6.1/6.1.1 Governance of Institution reflection additional information.pdf
Upload any additional information	View File

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

Decentralisation and Participative Management

The Institution has adopted the decentralisation and
participative management in the process of academic and
administration.

The Top management gives generous freedom and flexibility to
the Principal together with the academic council to lead all
the academic activities of the college.

They regularly meet and take necessary steps to formulate and
implement the perspective plan of the institution.

As part of quality improvement and quality initiative the
institution and its concern IQAC and College Development
Committee and other statutory Committees continuously work on
quality improvement.

In the beginning of academic year all faculty members conduct a meeting and discuss the smooth functioning of the institution.

Various committees are constituted and responsibilities are assigned to them. Committee Chairman and members of the committee report to the principal and IQAC about the planning and implementation of the decision.

They get the feedback from all the stakeholders of the institution and take steps for further improvements as far as they are within the capacity and recommend the management for further corrective action.

The Administrative and academic duties are controlled by the Principal of the Institution. Head of the department works under the guidance of the Principal and Internal Quality Assurance Cell. The Heads of the Department are given specific duties and responsibilities to attend the day to day routine work. Every faculty member is involved in the various academic and administrative or other statutory and non-statutory committee. Internal Quality Assurance Cell monitors the academic and administrative activities. Mentorship is introduced in all the departments and it is effectively monitored by the Principal.

File Description	Documents
Paste link for additional information	http://www.hit.edu.in/AQAR-2020-2021/CRITERION6/6.1/6.1.2 Additional inf Governance of Institute.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Based on the institute vision and mission of the institution, the long term and short term goals of the institution is defined.

Short term goals are:

- Enhance the research and consultancy
- To get research centre recognition for all eligible departments

- To increase the number of funded research projects
- To get NBA accreditation for all eligible departments
- To introduce new UG and PG courses in emerging areas

Long term goals are:

- To have 80% of faculty with Ph.D qualification
- To have incubation centres in the institution
- To tie-up with reputed foreign university for student exchange programme
- To develop own e-learning platform and provide e-learning modules and attract more learners
- To promote students to become entrepreneurs

To achieve these goals, the institution is motivating the faculty members to register for Ph.D programme and most of the faculty members have now registered for Ph.D programme.

To promote research policy, the institution has announced several support systems for faculty members. They are

- Research cell has been formed
- Seed money proposals are invited every year. The faculty members who wish to apply for seed money can submit the application to the research cell.
- The research committee will scrutinize the applications received
- Based on the recommendations from research committee, the seed money funding is provided.

In the year, 2020 – 2021, a sum of rupees seventeen lakhs have been sanctioned to eligible faculty members under Research Seed Money scheme.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	http://www.hit.edu.in/AQAR-2020-2021/CRITERION6/6.2/6.2.1/6.2.1 strategic plan.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.

The college has a well-marked administrative setup confirming the norms of the AICTE and Anna University and functions as Managing trustee - Secretary - CEO - Principal - Head of the Department - Faculty Members

Administrative Setup

The principal steers the finance, academic, administrative, and the evaluative measures of the college.

The heads of the departments help in the smooth and efficient functioning of the respective departments assigns various tasks to different members of faculty.

The Principal serves as the Chief Superintendent for university examinations for the smooth conduct of examination.The coordinator of the exam cell is assisted by a team of faculty members for the successful conduct of examinations.

The various statutory and non-statutory committees take care of the academic and administrative matters.The committees are constituted as per the guidelines of the AICTE and Anna University.

The Administrative Officer and the Office Manager are responsible for the administrative functions executed by clerical, programming, data entry and ministerial staff. The Estate Officer monitors the overall maintenance works.

All the monitory transactions (both the receipt and payments)are made through banks.

The functions of the college are meticulously planned, perfectly coordinated and executed by both the teaching and non-teaching members of the college.

The rules of the college are well defined. The policies and Procedures are made clear. The rules concerned with the General administration of the college, Recruitment Procedure and service conditions, Leave rules, Policies of Promotion and increment of the staff are framed from the inception of the institution. Changes, if any will be made as per the norms of the AICTE/ Anna University/ state government/ the college when necessary.

File Description	Documents
Paste link for additional information	http://www.hit.edu.in/AQAR-2020-2021/CRITERION6/6.2/6.2.2/6.2.2_Intitonal_bodies_additional_information.pdf
Link to Organogram of the Institution webpage	http://www.hit.edu.in/AQAR-2020-2021/CRITERION6/6.2/6.2.2/6.2.2_Organogram.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 interfaces	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

The institution supports teaching and non-teaching staff in various aspects.

For teaching staff are provided with on duty leave for their career development and participate in FDP, Conferences, etc. Research scholars are provided with special on duty leave.The institution supports faculty members with financial support for attending FDP's, industry interactions, project presentations, publication of papers, undertaking any certification or online courses, etc. Many faculty members have utilized the facility and got benefited. Also the faculty who have received funds from various government agencies for seminar / workshop / project are provided with remuneration in order to appreciate

their efforts.

The college is presently awarding cash awards to faculty members producing 100% results. Qualified and experience staff are promoted to higher cadres periodically. Eligible Teaching staff are also provided with financial aid for becoming members of Professional bodies like IEEE,IE&ISTE

For teaching and non-teaching faculty:

- Various kinds of leave like casual leave, vacation leave, permission, leave on loss of pay, compensation leave, maternity leave, have been practiced in the institution for both teaching and non-teaching faculty
- ESI, PF, have been provided

All teaching and Non-teaching staff are granted festival advance up to 75% of their monthly Gross Salary. Repayment is to be made in 10 installments without interest.

File Description	Documents
Paste link for additional information	http://www.hit.edu.in/AQAR-2020-2021/CRITERION6/6.3/6.3.1/6.3.1 additional inf HR Rules.pdf
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

10

File Description	Documents
Upload any additional information	View File
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

49

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
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

79

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
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

Teaching Faculty: All promotions shall be considered on the basis of merit – cum – seniority basis. The chairman shall appoint a committee for promotion, in which he shall be the chairman with Principal, two professor and invited experts from industries / other institutions. The committee shall consider promotion of teaching staff to the next higher position on the basis of the guidelines given in this chapter and as per AICTE norms, subject to the condition that there has not been any disciplinary action taken against such candidate for promotion, for any misconduct he/she has committed during the service. Under normal circumstances the senior most members of the staff shall be considered for promotion to the next higher level position, subject of however, he/she had completed the years of service in the present position as prescribed below and should have obtained AICTE prescribed qualification.

Performance appraisal involves the following the factors

- **Effectiveness &Innovations in Teaching- Learning Methodologies**
- **Improvements in Professional Competence**
- **Involvement in research and consultancy (Publications,projects,Patents)**
- **Linkages with outside world(Membership, Extension& Community services)**
- **Responsibilities in Institute and Department level)**

Non-Teaching Staff: The performance is analyzed through

- **Effectiveness in delivery of assigned duty**
- **Improvements in skill and qualification**
- **Participation in consultancy work**

Involvement in Institutional activities

File Description	Documents
Paste link for additional information	http://www.hit.edu.in/AQAR-2020-2021/CRITERION6/6.3/6.3.5/6.3.5 additional inf appraisal.pdf
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

Budget provisions are formally identified and approved yearly. The expenditures are made in the most economical and transparent manner in conformity with the procedures prescribed in the rules. The income and expenditure of the Institute are subjected to the regular audit.

The Institute has a mechanism for its internal and external financial audits. Internal Auditors from finance committee and accounts office verify the budget proposals, sanction and expenditure details. Internal audit is an ongoing continuous process in addition to the external auditors to verify and certify the entire Income and Expenditure and the Capital Expenditure each year.

Internal Audits: The Institution has its Planning and Evaluation, Finance Committees' which scrutinizes the Institutional financial requirements from the Departments every year and forwards the same to the Management for approval.

The Heads of the Departments continuously monitor the academic, Co Curricular and Extracurricular activities. We have an effective internal audit mechanism twice in a year where, the Heads of the Departments and deputed Internal auditors will audit the departments to ensure the action plan taken during the academic year and its execution. The Laboratory utilization is also regularly monitored and enhanced based on the student's

strength.

External Audits: To maintain a financial prudence, ensure good Accounting practices in the Institution and to provide a proper platform for Audit Compliance and for better governance, an external Audit is carried out by the our Institution Chartered Accountant.

File Description	Documents
Paste link for additional information	http://www.hit.edu.in/AQAR-2020-2021/CRITERION6/6.4.1/6.4.1 additional inf internal external audit.pdf
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)

04

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

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

The management holds all financial powers. The principal is also given the power to approve bills for payment upto Rs.1,00,000/- after getting approval from the management. Heads of departments are given power to approve for payment to a maximum of Rs. 10,000. Annual Budget is prepared by the Heads of departments. Principal reviews those statements. Management finally grants the permission. Principal constitutes separate committees based on the need for a good functioning of the college. Based on the recommendations of the committees

Principal takes necessary actions.

The budget is progressively increased every year to meet the purchase and servicing of equipment, replacement of condemned and creation of new labs to cope up with the upgraded syllabus.

The yearly budget is prepared based on the needs & requirements of the College and Departments by taking into consideration of purchase of laboratory & infrastructure developments, Students, faculty & staff requirements and promotions and latest technologies etc.,

Budget estimates will be prepared by each department and will be reviewed in HODs meeting with the Principal. After having deliberations, prepared budget made altered in the departments and forwarded to the Principal for preparing final budget at college level. The final budget is sent to Management for approval and sanction. The Management is approving almost 100% after passing in the Governing body meeting.

File Description	Documents
Paste link for additional information	http://www.hit.edu.in/AQAR-2020-2021/CRITERION6/6.4.3/6.4.3 additional inf utilization of resources.pdf
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 IQAC continuously works on all the quality evolving facets

Two of the practices institutionalized as a result of IQAC initiatives are

1.Institute was awarded 'A' Grade by NAAC in year 2016. Since then, a number of quality initiatives and actions on the observations given by NAAC have been successfully implemented with the active involvement of IQAC. Institute is an ISO 9001:2015 certified organization. CBCS has been implemented in all Post Graduate and Under Graduate programmes. The scheme and curriculum of Under Graduate programmes is designed based on AICTE Model curriculum. The classrooms, laboratories and

seminar halls have been equipped with ICT facilities. Rigorous training is provided on soft skills ,life skills and technical training and improved placement opportunities. Library is fully automated since 2015 with the help of MIS (GEMS). It also provides access to IEEE, ASME, ASCE, EBSCO e-journals, NPTEL video lecture, DELNET inter-library sharing resources and subscribes to more than 3000 e-journals

2.Major Initiatives for fostering research amongst faculty and students include:

- Provision of seed money for research projects
- Incentives for paper publications and patent publications.
- Provision of six months Research Internship.
- Technical and legal support for filing patents.
- Incentives for patents.
- Provision of incentive grade points for research work
- Research scholarships

File Description	Documents
Paste link for additional information	http://www.hit.edu.in/AQAR-2020-2021/CRITERION6/6.5.1/6.5.1 iqac strategies and process.pdf
Upload any additional information	View File

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

The process of Academic Auditing intends to monitor and enhance the quality of technical education through proper guidelines for both teaching faculty and students, so as to ensure qualified engineers/researchers passing out from Hindusthan Institute of Technology. The areas to be included are -- Teaching, syllabi, admissions, results, attendance, research, examinations, academic decisions and implementation, academic administration, facilities for students, teaching and research infrastructure, Laboratory infrastructure, benchmarking of best practices etc.

Objectives of academic auditing:

(i) To ensure academic accountability.

(ii) To define quality of each component of the functionalities and to ensure quality of technical education throughout the system.

(iii) Up gradation of quality of students and faculty members.

(iv) To define effectiveness of teaching – learning process and to devise methodology to confirm maximum output from faculty members as well as students.

Department Academic Committee audit

Assessment based on conduct and actions taken in relation to continuous improvement

Academic Audits

(a) Record of Class work:The Record of class work has been audited weekly by Head of the Department and monthly by the Principal.

Action Taken: If any flaws found in the entry of the record of class work suitable actions will be taken by the Principal to the concern faculty.

(b) Test paper:A Committee is constituted by the Principal for audit of test papers A report from the committee will be submitted to principal for further action.

Action taken: Based on the report received from the committee, counseling is given by the Principal to the faculty members on the report.

c) Evaluation

(i) A meeting will be conducted with auditors under the presence of principal and guidelines for carrying the audit are discussed.

(ii) Auditors conduct the academic audit with in the classroom in the prescribed date and time.

(iii) After receiving the report from the auditors, academic coordinator submits the report to the Principal.

(iv)After seeking approval from the principal, the academic reports are sent to HOD and finally to each faculty through department HOD of the department carry out counselling for the faculty whose teaching index is poor.

Action Taken: Based on the report on evaluation individual faculty can able to improve their knowledge in lagging parameter. Improve the Teaching Learning process Senior Faculties in the department gives the guidance to the junior Faculties how to take class for the students. Assessment based on conduct and actions taken in relation to continuous improvement. The following external academic audits are conducted to verify and confirm the performance of academic practices and procedures against planned/standard procedures.

1. AICTE

2. Anna University

3. IQAC

4. ISO

File Description	Documents
Paste link for additional information	http://www.hit.edu.in/AQAR-2020-2021/CRITERION6/6.5.2/6.5.2 Additional inf for teaching learning.pdf
Upload any additional information	View File

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

File Description	Documents
Paste web link of Annual reports of Institution	http://www.hit.edu.in/AQAR-2020-2021/CRITERION6/6.5.3/6.5.3 Annual reports of Institution.pdf
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

Awareness programs like importance of human rights, Rights of Women in Domestic problems, Cyber security awareness programs related to the safety and security of women employees and students are conducted periodically.

The institution constituted the following committees as per norms laid by University/UGC: Institution Grievance Redressal Committee, Anti-Ragging, Sexual harassment prevention cell, Students' Disciplinary Committee, Women Welfare & SC /ST Students Welfare Committee,

The functions of these committees are displayed on the website of the institution and information is being disseminated to the students through orientation and induction programs. The institution provides safety and security facilities for the staffs and students such as CCTV Surveillance throughout the campus and security arrangement.

Students wear ID cards at all times. The institution has a dedicated Counselling Centre and good mentoring system for the students to take care of their academic, emotional, social and cognitive development. Personal Counselling is provided to the students at different levels. There are separate washroom facilities for girls and boys.

Provide the weblink to:

- **Annual gender sensitization action plan(s)**
- **Specific facilities provided for women in terms of:**
    1. **Safety and security**
    2. **Counselling**
    3. **Common rooms**
    4. **Daycare Centre**
    5. **Any other relevant information**

File Description	Documents
Annual gender sensitization action plan	http://www.hit.edu.in/AQAR-2020-2021/C7/7.1.1.Annual_Gender_Sensitization_action_plan.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	http://www.hit.edu.in/AQAR-2020-2021/C7/7.1.1.Specific_facilities_provided_for_women.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	**A. 4 or All of the above**

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

- **Solid waste management**
- **Liquid waste management**
- **Biomedical waste management**
- **E- waste management**
- **Hazardous chemicals and radioactive waste management**

- **Waste recycling system**

Solid Waste Management: The Institute has a place on its campus where the solid wastes materials are disposed. However, there does not exist more waste from college

Liquid Waste Management- The waste water is carried out through the pipeline and through closed channels. It is disposed to the central collection system of Panchayat waste water collection and disposal

There are no Biomedical, Electronic, Hazardous chemicals and radioactive wastes produced in side the campus

Waste recycling system: Waste water is treated and recycled for agricultural purpose. Biodegradable waste are deposited as manure in the coconut tree.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	[View File](#)
Geo tagged photographs of the facilities	http://www.hit.edu.in/AQAR-2020-2021/C7/7.1.3.Waste_Management_Measures_geo_tagged_photos.pdf
Any other relevant information	[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	[View File](#)

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 with trees and plants

`A. Any 4 or All of the above`

File Description	Documents
Geo tagged photos / videos of the facilities	[View File](#)
Any other relevant documents	[View File](#)

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

`A. Any 4 or all of the above`

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	[View File](#)
Certification by the auditing agency	[View File](#)
Certificates of the awards received	[View File](#)
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

`A. Any 4 or all of the above`

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

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	[View File](#)
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).

We believe in unity in diversity that's why our students respect the different religion, language and culture. We greet and wish each other at different festivals and invite them to have a feast to get introduced with ones culture to have amicable relations and to maintain the religious, social and communal harmony. Similarly our students also celebrate the different festivals with joy and enthusiasm which help them to implant the social and religious harmony. The diversity in India is unique. Being a large country with large population. India presents endless varieties of physical features and cultural patterns. It is the land of many languages it is only in India people professes all the major religions of the world. To represent our Indian culture, on the eve of our college annual gathering we organize a traditional dress competition and fashion show. In this competition students wore the different attire representing the different states, religions and cultures. Through this activity students get acquainted with the different culture of our nation and help to develop the tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities. This also creates the inclusive environment in the college and society.

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

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

The Institute undertakes different initiatives by organizing various activities to sensitize students and employees to the constitutional obligation: Values, Rights, Duties and responsibilities of the citizens. Our constitution provides for human dignity ,equality, Social justice, Human rights and freedom ,Rule of law ,equity and respect and superiority of constitution in the national life .The whole country is government on the basis of the rights and duties enshrined in the Constitution of India mandatory courses like Universal Human values and Healthy sciences, Essence of Indian traditional knowledge and Indian constitution. Every year Republic day is Celebrated on 26th Jan by organizing activities highlighting the importance of Indian Constitution. Independence day is also celebrated every year to highlight struggle of freedom and importance of Indian constitution.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	View File

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	**A. All of the above**

4. Annual awareness programmes on Code of Conduct are organized

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

The Institute believes in celebrating events and festivals inside and outside the campus. It is an integral part of learning and building a strong cultural belief in a student. The Institute makes tremendous efforts in celebrating the national and international days, events and festivals throughout the year

Institution celebrates/ organizes national and international commemorative days, events and festivals. National festivals play an important role in planting seed of Nationalism and Patriotism among people of India. Our institution celebrates these events with great enthusiasm to commemorate the ideology of nationalism and to pay tribute to our great National Leaders. The Faculty, Staff and Students of the institution all come together under one umbrella to celebrate these occasions and spread the message of Unity, Peace, Love and Happiness throughout.

Republic day- The institution celebrates Republic day on 26thJanuary every year, commemorating the adoption of Indian constitution and spreading the message that India is the largest democratic country in the world. This is a day to remind the students about the constitution of the country and the need to abide by it at all times. The celebration includes the hoisting of national flag and spreading a warm message of nationalism in a speech by the Principal.

Independence Day is celebrated every year on 15th of August, parades and flag hoisting is organized and is celebrated to mark freedom of India from British rule. The institution encourages students to remember our national leaders and their sacrifices.

Gandhi Jayanti is celebrated every year on 2nd October to understand the ideology of our great leader Mahatma Gandhi wherein pledge is taken by students and staff. In today's times we inspire students of our institution to follow the Gandhian ideologies of truth and nonviolence and inspire them to contribute towards the peace and prosperity of the Nation.

International Yoga day is celebrated on 21st June every year. The yoga Instructor organizes the yoga camp and a speech is conducted to make everyone aware on how Yoga embodies unity of mind and body; thought and action; restraint and fulfilment.

Voters Day is celebrated on 25th January wherein the students are given awareness on their duties and rights as a loyal citizen.

Students also celebrate World Health Day,World Environmnet day,World Entreprenuers day,National Innovation day,National Education day,and National Energy Conservation day.

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	[View File](#)
Any other relevant information	[View File](#)

7.2 - Best Practices

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

1. Title of the Practice I

Blended Mode of Technology enabled Teaching and Learning

2. Objectives of the Practice

- To offer effective online education in the event of a pandemic situation
- To establish a linked classroom environment that is accessible 24 hours a day, seven days a week, to ensure learning at all times.
- To integrate technologies for teaching and learning

3. The Context

- Academic schedule including co-curricular and extra curricular activities is prepared and disseminated to all stack holders well in advance
- Session plan is approved by Head of the Department which includes content delivery, teaching aids etc.
- Faculty members are responsible for providing effective online delivery throughout the period.
- Learning is enhanced by in-depth conversations and the use of technical skills.
- Innovative teaching via the use of student-cantered techniques, as well as the use of creativity in learning activities

4. The Practice

- A variety of digital learning techniques have been taught to faculty members, who are now proficient in the usage of applications such as Kohoot and Canva, as well as the iSpring Suite, Polleverywhere, Mentimeter, Quizlet, Slido, Testmoz, and Flipgrid. Iscribe tool is used for teaching analytical courses like Mathematics
- In each classroom session, the time is divided into various slots of 20 minutes in length each. Every 20 minutes, an online quick feedback mechanism in the form of online tools is obtained in order to determine the level of attention and efficacy with which the students are delivering the curriculum.
- Following the results, modifications to instructional aids and material delivery are made, with animations and videos being included as appropriate.

5. Evidence of Success

- Increased involvement by students
- Better understanding by the students and achieved good results
- Consistent performance in internal and external

assessments
- Improvement in Employability skills
- Positive motivation towards entrepreneurial activities

6. Problems Encountered and Resources Required

- High-speed internet access is required for all students
- Adequate computer equipment are required in order to improve the efficacy of teaching
- Recorded videos are used to overcome computing resource obstacles.

7. Notes (Optional)

- Exclusive faculty training to be extended to all the faculty members in using ICT tools
- Signing up with Google academic alliance for using free Google class room and its educator components

1. Title of the Practice II

Support systems for Marginalized and Women Empowerment

2. Objectives of the Practice

- To implement a special approach for development of the students of marginalized sector.
- To provide additional resources for meritorious students
- To empower women to take challenges and promote academic excellence.
- To encourage the participation of SC/ST/OBC women candidates in higher education and entrepreneurship
- To coordinate with respective stack holders for implementation of various aspects
- To perform periodic review about implementation and improvement of the processes.

.3. The Context

Being an institute located in rural area, our role is to build a society free from discrimination and deprivation by providing the holistic support to the students from marginalized sector.

Women education and empowerment are the indicators of development of modern India. The Institute provides employment and entrepreneurship training to women. Merit scholarship

scheme has been implemented. Students are provided with internship with stipend.

4. The Practice

Apart from focus on implementation of curriculum, institute has devised an approach of holistic development of students by supporting them on various fronts viz. Financial, Stress Management, Academics, Societal Connect and Entrepreneurship

A number of awareness programs are given by means of seminars, workshops and projects which are funded by government and non-government funding agencies like DST,AICTE &TNSCST.In each program, women are taught about the different educational, social and entrepreneurship skills which will help us to achieve women empowerment.

5. Evidence of Success

- 380 Number of students have been provided with financial support of Rs.2,20,14600.

- 560 students have got opportunity to take up the activities like internship, in plant training, involvement in industry projects and extension activities

- Around 150 students participate in Blood Donation Camp for donating blood every year.

- The Institute has conducted series of entrepreneurship development programs and supported 6 start-ups in the academic year 2020-21

- Project worth Rs. 1378318/- on the topic "Endorsing Employment Confidence of Women through Appropriate Coir Cluster Merchandises Training & Development for their Life Uplifting in Rural Environment" sponsored by DST.

- 6 Weeks Online Program on "Entrepreneurship development training for Repair and Maintenance of Solar based Power supply, Inverter and UPS among Rural People" sponsored by DST Under the scheme TEDP(Technology Based Entrepreneurship Development Programme).

6. Problems Encountered and Resources Required

- Though encouragement is given in the form of financial support to the projects, very few projects are converted into the products.
- Most of the students are willing to go for employment.15 % of the students only having interest in entrepreneurship
- Additional resources can strengthen the activity.
- Additional staff is needed for smooth and intensive organisation such activities.
- Constraint of time schedule hinders our activities.

7. Notes (Optional)

Students and faculty members from other Institutes regularly attend training programs, seminars,workshops,symposium,conferences,FDP,STTP in our Institute and they also utilize the infrastructure for academic purpose. The practices followed in our Institute are experienced and other Institutions are also started to adopt.

Every year we have planned to send proposals to different government and non-government funding agencies for organizing the programs related to women empowerment.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

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

The Institution lays a great emphasis on the holistic development of the students as they are the future ambassadors of the College. Keeping this in mind, the Institution provides value-based quality education that provides all learners with capabilities they require to become economically productive, develop sustainable livelihoods, contribute to peaceful, democratic societies and enhance individual well-being. In quality education, the Institution focuses on three dimensions that all interventions of the organization need to meet Viz. Education - Ethics, Excellence and Experience. The concept of 'Education - Ethics' which emphasize the student to develop discipline, maturity, moral standards through various

Club/Committees as they are the platforms that offer a plethora of opportunities to students to give them a voice of their own and shed their inhibitions through an enriching and engaging knowledge.

In order to bring holistic and sustained community development among the students with social responsibility for nation building, the institution promotes regular engagement of faculty and students in diverse activities for promoting the idea of institute neighbourhood community network by planning and executing various extension activities through different schemes. Club/Committee activities, workshops, Intra-Domain and Inter-University competitions enhance the communication skills, team management skills, leadership skills, time-management, and resource management skills and above all builds confidence in each student. Through the Club/committee platform provided by the Institution, students learn to do practical implementation of the classroom.

The concept of 'Excellence' means the pursuit of Academic Excellence and Placements. The institute also aims at vitalizing the learning skills with a focus on futuristic demands, vitalizing teaching learning process, ICT, Human Values, and functional relationship with all the stakeholders for the holistic development of the individual and society.

The institution stands apart from all other colleges by placing greater emphasis on producing professional students by providing value-based education and enabling the students to face challenges in modern life. To equip the students, the Institution provides the best amenities required for students to enhance their Technical skills, Academics. The Institution focuses on Value Added Courses and Vocational Education Training for enriching the Entrepreneurship skills among the students.

The "Hindusthan Corporate Relations - Placement Cell", is an integral part of our Institution that ensures the students are well trained and prepared to face their campus interviews effectively through an effective Soft skill Development Centre. The Institution aims at creating a breeding ground for the students to grow and achieve success. In view of that, the concept of "Experience" means the quest to bring out the inherent talents of the students every year the institution organizes cultural functions.. These Festivals throw light on various arts and drives the students to excel in Co-Scholastic

areas as well. Thus, the Institution achieves the Vision, Mission at the level best providing the Physical Infrastructure, Scholastic facilities and Extracurricular activities by organizing different events and creating the platforms for the students.

File Description	Documents
Appropriate web in the Institutional website	[View File]()
Any other relevant information	[View File]()

7.3.2 - Plan of action for the next academic year

- Artificial Intelligence/Machine Learning Lab Implementation
- Providing a large infrastructure to aid in teaching and learning.
- Research projects on Autonomous Vehicles, UAV's and Green energy will be promoted.
- The institution is certain that academic research can make a significant contribution to business decision making, and it has a well-developed research agenda for the next year.
- Administration information system (Data Centre) for effective database management.
- The faculty will be actively doing research in the developing fields of Block Chain, Design Thinking, Deep Learning, Augmented Intelligence, Virtual Reality, and the Internet of Things, amongst others.
- Thorough academic research enhances the input offered to computer science students at the corporate school while also ushering in a culture of critical thinking, creativity, and fostering an inspiring learning environment.
- Green Audit to make the campus more environmentally friendly.
- Using additional resources to hold seminars and conferences in order to acquire a better understanding of current trends.
- Registered Alumni in order to preserve a relationship between the college and the alumni.