Guidelines for the Creation of the Internal Quality Assurance Cell (IQAC) and Submission of Annual Quality Assurance Report (AQAR) in Accredited Institutions

(Revised in October 2013)



राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद्

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

An Autonomous Institution of the University Grants Commission P. O. Box. No. 1075, Opp. NLSIU, Nagarbhavi, Bangalore - 560 072 India

NAAC

VISION

To make quality the defining element of higher education in India through a combination of self and external quality evaluation, promotion and sustenance initiatives.

MISSION

- *∼* To stimulate the academic environment for promotion of quality of teaching-learning and research in higher education institutions;
- ~ To encourage self-evaluation, accountability, autonomy and innovations in higher education;
- ≈ To undertake quality-related research studies, consultancy and training programmes, and
- *∼* To collaborate with other stakeholders of higher education for quality evaluation, promotion and sustenance.

Value Framework

To promote the following core values among the HEIs of the country:

- > Contributing to National Development
- ➤ Fostering Global Competencies among Students
- ➤ Inculcating a Value System among Students
- ➤ Promoting the Use of Technology
- Quest for Excellence

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Guidelines for the Creation of the Internal Quality Assurance Cell (IQAC) and Submission of Annual Quality Assurance Report (AQAR) in Accredited Institutions

Introduction

In pursuance of its Action Plan for performance evaluation, assessment and accreditation and quality up-gradation of institutions of higher education, the National Assessment and Accreditation Council (NAAC), Bangalore proposes that every accredited institution should establish an Internal Quality Assurance Cell (IQAC) as a post-accreditation quality sustenance measure. Since quality enhancement is a continuous process, the IQAC will become a part of the institution's system and work towards realisation of the goals of quality enhancement and sustenance. The prime task of the IQAC is to develop a system for conscious, consistent and catalytic improvement in the overall performance of institutions. For this, during the post-accreditation period, it will channelize all efforts and measures of the institution towards promoting its holistic academic excellence.

The guidelines provided in the following pages will guide and facilitate the institution in the creation and operation of the Internal Quality Assurance Cell (IQAC). The work of the IQAC is the first step towards internalization and institutionalization of quality enhancement initiatives. Its success depends upon the sense of belongingness and participation it can inculcate in all the constituents of the institution. It will not be yet another hierarchical structure or a record-keeping exercise in the institution. It will be a facilitative and participative voluntary system/unit/organ of the institution. It has the potential to become a vehicle for ushering in quality enhancement by working out planned interventionist strategies to remove deficiencies and enhance quality like the "Quality Circles" in industries.

Objective

The primary aim of IQAC is

- To develop a system for conscious, consistent and catalytic action to improve the academic and administrative performance of the institution.
- To promote measures for institutional functioning towards quality enhancement through internalization of quality culture and institutionalization of best practices.

Strategies

IQAC shall evolve mechanisms and procedures for

- a) Ensuring timely, efficient and progressive performance of academic, administrative and financial tasks;
- b) The relevance and quality of academic and research programmes;

- c) Equitable access to and affordability of academic programmes for various sections of society;
- d) Optimization and integration of modern methods of teaching and learning;
- e) The credibility of evaluation procedures;
- f) Ensuring the adequacy, maintenance and proper allocation of support structure and services;
- g) Sharing of research findings and networking with other institutions in India and abroad.

Functions

Some of the functions expected of the IQAC are:

- a) Development and application of quality benchmarks/parameters for various academic and administrative activities of the institution;
- b) Facilitating the creation of a learner-centric environment conducive to quality education and faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process;
- c) Arrangement for feedback response from students, parents and other stakeholders on quality-related institutional processes;
- d) Dissemination of information on various quality parameters of higher education;
- e) Organization of inter and intra institutional workshops, seminars on quality related themes and promotion of quality circles;
- f) Documentation of the various programmes/activities leading to quality improvement;
- g) Acting as a nodal agency of the Institution for coordinating quality-related activities, including adoption and dissemination of best practices;
- h) Development and maintenance of institutional database through MIS for the purpose of maintaining /enhancing the institutional quality;
- i) Development of Quality Culture in the institution;
- j) Preparation of the Annual Quality Assurance Report (AQAR) as per guidelines and parameters of NAAC, to be submitted to NAAC.

Benefits

IQAC will facilitate / contribute

- a) Ensure heightened level of clarity and focus in institutional functioning towards quality enhancement;
- b) Ensure internalization of the quality culture;
- b) Ensure enhancement and coordination among various activities of the institution and institutionalize all good practices;
- c) Provide a sound basis for decision-making to improve institutional functioning;
- d) Act as a dynamic system for quality changes in HEIs;

e) Build an organised methodology of documentation and internal communication.

Composition of the IQAC

IQAC may be constituted in every institution under the Chairmanship of the Head of the institution with heads of important academic and administrative units and a few teachers and a few distinguished educationists and representatives of local management and stakeholders.

The composition of the IQAC may be as follows:

- 1. Chairperson: Head of the Institution
- 2. A few senior administrative officers
- 3. Three to eight teachers
- 4. One member from the Management
- 5. One/two nominees from local society, Students and Alumni
- 6. One/two nominees from Employers /Industrialists/stakeholders
- 7. One of the senior teachers as the coordinator/Director of the IQAC

The composition of the IQAC will depend on the size and complexity of the institution. It helps the institutions in planning and monitoring. IQAC also gives stakeholders or beneficiaries a cross-sectional participation in the institution's quality enhancement activities. The guidelines given here are only indicative and will help the institutions for quality sustenance activities.

The membership of such nominated members shall be for a period of two years. The IQAC should meet at least once in every quarter. The quorum for the meeting shall be two-third of the total number of members. The agenda, minutes and Action Taken Reports are to be documented with official signatures and maintained electronically in a retrievable format.

It is necessary for the members of the IQAC to shoulder the responsibilities of generating and promoting awareness in the institution and to devote time for working out the procedural details. While selecting these members several precautions need to be taken. A few of them are listed below:

- It is advisable to choose persons from various backgrounds who have earned respect for integrity and excellence in their teaching and research. Moreover, they should be aware of the ground realities of the institutional environment. They should be known for their commitment to improving the quality of teaching and learning.
- It would be appropriate to choose as senior administrators, persons in charge of institutional services such as library, computer center, estate, student welfare, administration, academic tasks, examination and planning and development.
- The management representative should be a person who is aware of the institution's objectives, limitations and strengths and is committed to its improvement. The local

society representatives should be of high social standing and should have made significant contributions to society and in particular to education.

The role of coordinator

The role of the coordinator of the IQAC is crucial in ensuring the effective functioning of all the members. The coordinator of the IQAC may be a senior person with expertise in quality aspects. She/he may be a full-time functionary or, to start with, she/he may be a senior academic /administrator entrusted with the IQAC as an additional responsibility. Secretarial assistance may be facilitated by the administration. It is preferable that the coordinator may have sound knowledge about the computer, its various functions and usage for effective communication.

Operational Features of the IQAC

Quality assurance is a by-product of ongoing efforts to define the objectives of an institution, to have a work plan to achieve them and to specify the checks and balances to evaluate the degree to which each of the tasks is fulfilled. Hence devotion and commitment to improvement rather than mere institutional control is the basis for devising procedures and instruments for assuring quality. The right balance between the health and growth of an institution needs to be struck. The IQAC has to ensure that whatever is done in the institution for "education" is done efficiently and effectively with high standards. In order to do this, the IQAC will have to first establish procedures and modalities to collect data and information on various aspects of institutional functioning.

The coordinator of the IQAC and the secretary will have a major role in implementing these functions. The IQAC may derive major support from the already existing units and mechanisms that contribute to the functions listed above. The operational features and functions discussed so far are broad-based to facilitate institutions towards academic excellence and institutions may adapt them to their specific needs.

Monitoring Mechanism

The institutions need to submit yearly the Annual Quality Assurance Report (AQAR) to NAAC. A functional Internal Quality Assurance Cell (IQAC) and timely submission of Annual Quality Assurance Reports (AQARs) are the Minimum Institutional Requirements (MIR) to volunteer for second, third or subsequent cycle's accreditation. During the institutional visit the NAAC peer teams will interact with the IQACs to know the progress, functioning as well quality sustenance initiatives undertaken by them.

The Annual Quality Assurance Reports (AQAR) may be the part of the Annual Report. The AQAR shall be approved by the statutory bodies of the HEIs (such as Syndicate, Governing Council/Board) for the follow up action for necessary quality enhancement measures.

The Higher Education Institutions (HEI) shall submit the AQAR regularly to NAAC. The IQACs may create its exclusive window on its institutional website and regularly upload/report on its activities, as well as for hosting the AQAR.

The NAAC Accredited institutions need to submit only the soft copy as word file (.doc/.docx) through e-mail (capuaqar@gmail.com). The file name needs to be submitted with Track ID of the institution and College Name. For example MHCOGN16601-Samudra Arts and Science College, Taliamegu-Maharashtra.doc or EC_32_A&A_143 dated 3-5-2004-Samudra Arts and Science College, Taliamegu-Maharashtra.doc. The Higher Education Institutions need not submit the printed/hard copy to NAAC. The acknowledgements would be sent to the institutions through e-mail.

Mandatory Submission of AQAR by IQAC

So far submission of AQARs was not a Mandatory requirement for Institutions applying to NAAC 2nd and subsequent cycles of Assessment and Accreditation (A&A). It has now been decided by the Executive committee of NAAC that **regular submission of AQARs should be made mandatory for 2nd and subsequent cycles of accreditation.**

In view of the decision of **Executive Committee of NAAC** the following will be the pre-requisites for submission of LOI for all Higher Education Institutions (HEIs) opting for 2nd and subsequent cycles of A& A with effect from 16th September 2016:

- **→** Having a functional IQAC.
- → The minutes of IQAC meeting and compliance to the decisions should be uploaded on the institutional website.
- → Mandatory submission of AQARs on a regular basis for institutions undergoing the second and subsequent cycles of Assessment and Accreditation by NAAC.
- → Upload the AQAR's on institutional website for access to all stakeholders.

The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

Part – A

I De	tails	of the	Instituti	Λn
I. DE	1 4115	OI IIIC		

1.1 Name of the Institution	J.B.Institute of Engineering and Technology		
1.2 Address Line 1	Bhaskar Nagar, Yenkapally		
Address Line 2	Moinabad Mandal, RR Dist.		
	Hyderabad		
City/Town			
G	Telangana		
State			
Pin Code	500 075		
T III Code			
Institution e-mail address	principal@jbiet.edu.in		
Contact Nos.	08413-231527		
Name of the Head of the Institutio	n: Dr.Niraj Upadhayaya		
Tel. No. with STD Code:	08413 -231527		
Mobile:	8008884683, 9908213890		

Nan	ne of the IC	AC Co-ordin	nator:	Dr.C.Uday	ra Kiran		
Mol	oile:		[88970893	71		
IQAC e-mail address:				iqaccoord	inator@jbiet.ed	u.in	
1.3	1.3 NAAC Track ID (For ex. MHCOGN 18879) T5COGN14122						
1.4	1.4 NAAC Executive Committee No. & Date: (For Example EC/32/A&A/143 dated 3-5-2004. This EC no. is available in the right corner- bottom of your institution's Accreditation Certificate)						
1.5	Website a	ddress:		www.jbie	t.edu.in		
	Web-link of the AQAR: http://www.jbiet.edu.in/pdffls/IQAC2015-16.pdf						
		For ex. h	tp://www.	ladykeane	college.edu.in/A	AQAR2012-13	3.doc
1.6	Accredita	tion Details					
	Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period	
	1	1 st Cycle	В	2.22	2010	5 Years	
	2	2 nd Cycle	В	2.55	2016	5 years	
	3	3 rd Cycle					

1.7 Date of Establishment of IQAC:	DD/MM/YYYY	12-01-2009	

1.8 AQAR for the year (for example 2010-11)

4th Cycle

i. AQAR 2010-11	(05/08/2011)
ii. AQAR2011-12	
iii. AQAR2012-13	
iv. AQAR2013-14	
v. AQAR-2014-15	
vi. AQAR2015-16	
1.10 Institutional Status	
University	State V Central Deemed Private
Affiliated College	Yes No V
Constituent College	Yes No
Autonomous college of UGC	Yes No
Regulatory Agency approved Ins	etitution Yes V No
(eg. AICTE, BCI, MCI, PCI, NCI	
Type of Institution Co-educat	ion V Men Women
Urban	Rural Tribal
Financial Status Grant-in	n-aid UGC 2(f) UGC 12B
Grant-in-a	id + Self Financing Totally Self-financing
1.11 Type of Faculty/Programme	
Arts Science	Commerce Law PEI (Phys Edu)
TEI (Edu) Engineerin	ng V Health Science Management V
Others (Specify)	
	Jawaharlal Nehru Technological Univers
	Jawallana Nemu Termungha ar miner

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University	V		
University with Potential for Excellence		UGC-CPE	
DST Star Scheme		UGC-CE	
UGC-Special Assistance Programme		DST-FIST	
UGC-Innovative PG programmes		Any other (Specify)	UGC autonomous
UGC-COP Programmes			up to 2019- 20.
2. IQAC Composition and Activit	<u>cies</u>		
2.1 No. of Teachers	4		
2.2 No. of Administrative/Technical staff	2		
2.3 No. of students	5		
2.4 No. of Management representatives	1		
2.5 No. of Alumni	2		
2. 6 No. of any other stakeholder and community representatives	4		
2.7 No. of Employers/ Industrialists	1		
2.8 No. of other External Experts	1		
2.9 Total No. of members	20		
2.10 No. of IQAC meetings held	3	_	

Annu	Annual Quality Assessment Report-2015-16 JBIET							
2.11 N	No. of meetings	s with various stakeholo	ders:	No.		Fac	ulty	2
	Non-Teach	ing Staff Students	2	Alumni	2	Oth	ers	2
2.12 H	Has IQAC rece	ived any funding from	UGC	during the	year?	Yes		No 🗸
	If yes, me	ntion the amount				·		
2.13 \$	Seminars and C	Conferences (only quality	ty rela	ited)				
	(i) No. of Semi	nars/Conferences/ Wor	rkshop	os/Symposi	a orgar	nized by	the IQ	AC
	Total Nos.	International		National		State		Institution Level 2
(Quality of Teaching and Learning Classroom Management TeachingChoice or Chance Introduction to modern Course file to newly appointed Faculty Networking of Faculty with the cross department 				inted Faculty			
Δ	nnual meeting	ivities and contribution	ganiz	ed at differ	ent lev			•
	percolate quality improvement measures at root level of system, teaching & learning, Research and Development in order to fulfil the vision and Mission of the Institution.				learning, Research			
,	The plan of act	by IQAC/Outcome ion chalked out by the nd the outcome achieve		_	_	•	ear tow	vards quality
	Pla	n of Action			Ac	chieveme	ents	
	1. Improveme	ent in the Teaching &	Posit	tive impact	on fac	ulty in te	erms o	f quality
	Learning		deliv	ering, job s	atisfac	tion and	l initia	tion shown by

staff for mentoring of students.

2. Enhancing Research Activities	Produced 2 Ph.Ds
2. Ellianding Research Activities	56 Number of Publications
3. Active participation of Alumni	Bridging the gap between Industry and Institute
interaction with students	per the inputs given by Alumni
	Practise on regular basis.
4. Publication of a Journal paper	All students of M.Tech published Journal publications
by M.Tech students based on their	and had exposure to journals
M.Tech Project 6. Measures to enhance the	Passived better feedback for teacher by students
	 Received better feedback for teacher by students and observed better academic performance by
teaching skills	teachers
	Job satisfaction observed in staff members
	In house one week FDP Sessions organize twice in
	an year
7. Measures to enhance technical	Management recruited qualified and experienced
skills of Technical staff	persons in handling with technical staff. In house
	training is provided to hone their technical skills under the guidance of experienced staff.
8. Student feedback analysis and	Students Feedback mechanism are being
	implemented, feedback collected during the end of
counseling of lecturers	the semester by cross departmental level.
	Analysis on students feedback and counsel the
	faculty who secured below average feedback.
	• Individual counselling sessions arranged by the
	HOD and the senior faculty of the department to
	improve and deliver the requirements up to the expectations of the students.
	•
	• Staff counselling by senior academicians has
	resulted in betterment of staff that got lower feed
	back in case of certain quality attributes.
9. Library Expansion	Additional built up area of 100 sq yrs provided to
	the library for reading / record room purpose.
	• Library timing is increased from 9:10 Am. To 6:00
	P.M.
	Could provide more space for students
10. Implementation of CBCS and	Awareness sessions were arranged for the B. Tech
appointing Course coordinators for	students, helps in identifying and selecting open
	electives subjects.
creating awareness about open	Yet to be implemented
elective subjects choosing by	
students	

Provide the details of the action taken

* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body

Yes

No

Management

Syndicate

Any other body

1. Semester wise Meetings are conducted where committee members are asked to suggest points to improve quality of education and quality of evaluation.

1. Suggestions included in minutes of the meetings conducted by IQAC are passed on to Academic Council and BOG meetings for approval.

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG	8 M.Tech,		10	
	MBA and MCA			
UG	8		8	
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
Total	18		18	
Interdisciplinary				
Innovative				

- 1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options
 - (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	18
Trimester	
Annual	

1.3 Feedback from stakeholders* (On all aspects)	Alumni V Parents V Employers V Students V		
Mode of feedback :	Online Manual V Co-operating schools (for PEI)		
*Please provide an analysis of the fe	eedback in the Annexure		
	/update of regulation or syllabi, if yes, mention their salient aspects.		
As per new regulations(R14), course structure and syllabus for III & IV B.Tech was designed as per the requirements of Industry and as per affiliating University.			
1.5 Any new Department/Centre i	introduced during the year. If yes, give details.		

Criterion - II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
201	161	26	14	

2.2 No. of permanent faculty with Ph.D.

14

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst.		Associa	ite	Profes	sors	Others		Total	
Profes	sors	Profess	ors						
R	V	R	V	R	V	R	V	R	V
161	33	26	8	14	3		-	201	44

2.4 No. of Guest and Visiting faculty and Temporary faculty

00	03	00

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	10	15	54
Presented papers	08	10	15
Resource Persons	05	06	13

2.6 Innovative processes adopted by the institution in Teaching and Learning:

Orientation Programs for Staff members who join Teaching for first time to understand Teaching Learning Process and Teaching Methodologies/Latest teaching Aids Black-Board / Visual Projectors / LCD Projectors / Animated videos/Charts/Cut Section Models/Tutorials/Brain Storming Sessions/Establishment of Quality Monitoring and Improvement system for both Teaching and Non Teaching staff/Staff Counselling by mentors or senior staff/Implementation of Outcome based Teaching methodology

Regular Faculty Development Programme arranged twice in a year/Usage of technological gadgets used in teaching pedagogy/Field trips/Industrial Visits/Assembly and dismantling of products/Case based methodology/Review of old question papers to understand the pattern and level of questions papers

2	Takal Ma	of a atrea1	4 1- :	1	4	41-:-		
2.1	Total No.	or actual	teaching	uavs	auring	unis	academic	vea

188

- 2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)
 - Answer booklets with printed student and examination details are introduced.
 - Scanning of code from detachable slips from answer booklet which are coded.
 - Usage of Tabs during scrutiny and evaluation of answer scripts.
- 2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

95			

2.10 Average percentage of attendance of students

77

2.11 Course/Programme wise

Distribution of pass percentage:

Title of the Programme	Total no. of students	Division				
	appeared	Distinction %	I %	II %	III %	Pass %
B.Tech	715	45	34	8	-	87
MBA	37	59	25	-	-	84
MCA	41	95	-	-	-	95
M.Tech						
	92	64	7	-	-	71

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:

Regular meetings of IQAC on half early basis to define, note the performance of the institutions in terms of Teaching & Learning, academic improvement, and nurture the best and innovative practices in Learning environment of the institution.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	17
UGC – Faculty Improvement Programme	08
HRD programmes	01
Orientation programmes	21
Faculty exchange programme	
Staff training conducted by the university	01
Staff training conducted by other institutions	09
Summer / Winter schools, Workshops, etc.	13
Others (FDPs In & Out House)	143

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	30			
Technical Staff	16			03

Criterion - III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

IQAC has conducted meetings with all staff and research scholars in particular to motivate them to carry out

- Innovative research in latest and advanced areas of respective branches.
- As group of colleges have medical, dental, pharmacy and engineering colleges in the same location, students are encouraged to carryout research in Multidisciplinary areas.
- Staff is motivated to register for their research programs. As the result, the college could produce good amount of output in terms of
- Involvement of students in research projects.
- Raise in number of staff who registered for their Ph.D programs.
- Raise in number of publications in International and National Journals.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number		01	03	02
Outlay in Rs. Lakhs		17.5 lakhs		

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	01	01	02	01
Outlay in Rs. Lakhs	6 lakhs	8.5 lakhs		

3.4 Details on research publications

2.5 Datails on Impact factor of publications

	International	National	Others
Peer Review Journals	25	08	
Non-Peer Review Journals	03	04	02
e-Journals	01		
Conference proceedings	06	04	03

5.5 Details on impact factor of publications.									
Range	0.2-2.0	Average	3	h-index		Nos. in SCOPUS			

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	2015-16			Not Received
			4.25 Lakhs	Received
Minor Projects	2015-16	UGC	8.5 Lakhs	Not Received
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects (other than compulsory by the University)				
Any other(Specify)				
Total			17.75 Lakh	

3.7 No. of books published	24						
i) With ISBN	No. 24	Chapters in	Edited Boo	oks			
ii) Without ISB	N No. Nil						
3.8 No. of University Department	s receiving fund	ds from					
UGC-	SAP	CAS	DS	ST-FIST			
DPE			DE	3T Schen	ne/funds		
3.9 For colleges Auton	omy	СРЕ	DE	BT Star S	Scheme		
INSPI	RE	СЕ	An	y Other	(specify)		
3.10 Revenue generated through consultancy 4.5 Lakh							
3.11 No. of conferences	Level	International	National	State	University	College	
	Number	01	10	0	0	15	
organized by the Institution	Sponsoring	By the Management					
	agencies						

3.12 N	o. of fac	culty served as	experts, ch	airperso	ons or resourc	e perso	ons 18	3		
3.13 N	o. of co	llaborations	Iı	nternati	onal	Nation	nal 34	Aı	ny other	
3.14 N	o. of lin	kages created o	during this	year	2			_	L	
3.15 T	otal bud	lget for researcl	n for curren	ıt year i	n lakhs:					
		ing agency		7	n Managemen	t of Un	niversity/C	ollege [3 lakhs	٦
] 11011	i ivianagemen	t of Ci	ii voisity/ C		- J lakiis	
Tot	al	3	lakh							
3.16 N	No. of pa	atents received	this year	Тур	e of Patent			Numb	er	
				Nation	าลใ	Appl				
				Tutton		Gran		02		
				Interna	ational	Appli				
						Gran				
				Comm	ercialised	Appli				
						Gran	ted			
	Total 16	International 05	National 05	State 03	University 2	Dist -	College 01			
		culty from the I	nstitution				5			
		n. D. Guides		L						
and	student	s registered un	der them	L			24			
3.19 N	o. of Ph	ı.D. awarded by	faculty fro	om the	Institution		NA			
3.20 N	o. of Re	esearch scholars	s receiving	the Fel	lowships (Ne	wly em	rolled + ex	xisting o	nes)	
	J	IRF	SRF		Project Fe	llows		Any othe	er	
3.21 N	o. of stu	ıdents Participa	ited in NSS	events	:					
					Universit	y level		State le	vel	
					National 1	level	01	Internat	tional level	

3.22 No.	of students partici	pated in NCC eve	ents:				
			Univ	versity level	05	State level	
			Nati	onal level		International level	
3.23 No.	of Awards won in	NSS:					
			Univ	ersity level		State level	
			Natio	onal level		International level	
3.24 No.	of Awards won in	NCC:					
			Univ	ersity level		State level	
			Natio	onal level	01	International level	
3.25 No. o	of Extension activi	ities organized					
1	University forum	Colle	ege forum		5		
]	NCC	NSS			Any	other 10	
3.26 Majo Responsib		g the year in the sp	phere of ex	tension activ	vities and	Institutional Social	
>		•					
>							
> >							
>		_					
>	U	lopment Activities -					
		Old Age Home & S					
> >		eti Bacho – Awaren s of Ragging Aware		-			
ŕ	Moinabad PS.						
>	-			_			
>	_	ement Programme fi		shna Matt			
> >		vention Programme					
>							
>	•	ersation – Solar Lig	htning				
>		urity of Women by	-	from Govt. 0	Of Telanga	ina	

- ➤ Gold Medals to the Meritorious Students
- Financial Assistance to the Economically poor students
- Motivational Lecture Videos Lecture to the students to be socially responsible and being good Human Being.

Criterion - IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	36 Acres	758 Sq Yrds	Management	
Class rooms	71	08	Management	10
Laboratories	63	03	Management	8
Seminar Halls	02	6 Nos.	-do-	1
No. of important equipments purchased (≥ 1-0 lakh) during the current year.		60 Trainer Kits	Management	
Value of the equipment purchased during the year (Rs. in Lakhs)		12,051,729.00	Management	
Others Purchase of Computers	930	450,000	Management	

4.2 Computerization of administration and library

10 computer systems are having with the standard configuration and networking with LAN and Internet connection for smooth flow of Office admin work. Library consists of 40 systems with high configuration and digitalized resource material with NPTL.

4.3 Library services:

	Exis	sting	Newl	ly added	Total		
	No.	Value	No.	Value	No.	Value	
Text Books	73,994		817	26197150	74811		
Reference Books	12,426		88	48822	12514		
e-Books	14427	3,55,437				3,55,437	
Journals	142	4,11,384	161	363412.85	303	774796	
e-Journals	7531	1,46,332				1,46,332	
Digital Database	4TB	4,72,500				4,72,500	
CD & Video	4673	1,18,125				1,18,125	
Others (specify)							

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Brows ing Centre s	Computer Centres	Office	Depart -ments	Other s
Existing	930	27	64 Mbps	1	1		08	
Added	0							
Total	930	27	64 Mbps	1	1		08	

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

MS-Office 365 Accounts are opened for all teaching staff members and are provided with free MS-Office Windows Applications along with Training to use it for all Official Communications effectively.

4.6 Amount spent on maintenance in lakhs:

i) ICT 5 Lakhs

ii) Campus Infrastructure and facilities

12,28,036/

iii) Equipments

1,20,51,729/-

iv) Others

i. Maintenance Rs. 74,34,099/ii. 2,34,500/-Insurance Rs. iii. Fuel Rs. 33,74,755/iv. Others Rs. 1,64,48,181/-Total Rs. 2,74,91,535/-

Total: Rs. 4,12,71,300/-

Criterion - V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Regular information is shared with the students about the progress of the students through CMS, Placement requirements, skill development programs (In-house and Out House) for the betterment of the Institution and future of the student, setting a track of WIN-WIN situation.

JBIET has an independent system for student support and mentoring which comprises of Grievance Cell, Dean Student Affairs, Physical Director, SAC(Student Activity Centre and Principal. There are several committee such as Disciplinary Committee, Anti Ragging Committee, Training & Placement Cell, Grievance Redressal Cell, and Committees for all extra-curricular activities are available for students.

Principal along with committee members visits regularly to Boys' and girls' hostel to monitor the facilities and inspects the hostel surroundings.

Career Guidance and Motivational talks are arranged.

5.2 Efforts made by the institution for tracking the progression

Regular 360 Degree feedback is taken from various levels, open house forum with faculty and students, heads and staff members of the department, managements and Parent-Teacher Meeting organized.

Remedial classes are conducted for students those who are weak in some subjects (like diploma students take admission in lateral entry category are weak in mathematics) or due to some genuine reason for not attending classes.

UG	PG	Ph. D.	Others
1561	163	NA	NA

5.3 (a) Total Number of students

(b) No. of students outside the state

5%

(c) No. of international students

NIL

Men 1228 70

Women

No % 526 30

Last Year This Year

General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	
83	54	29	218	01	498	95	87	44	368	00	594

Demand ratio: 3:4 Dropout %: 2%

- 5.4 Details of student support mechanism for coaching for competitive examinations (If any)
 - Training is offered to students by inviting experts from corporate and well known trainers for cracking GRE, TOEFL and IELTS.
 - Well known companies like Manhattan Review, TIME, who train students for competitive examinations visited the Campus to train students.

No. of students beneficiaries

241

5.5 No. of students qualified in these examinations

NET	2	SET/SLET	8	GATE	31	CAT	05
IAS/IPS etc	1	State PSC		UPSC		Others	70

5.6 Details of student counselling and career guidance

All students of IV B.Tech under go a session where counselling is carried out under EDP Cell of JBIET.

Career Guidance and awareness programs are organized on regular basis by inviting Alumni, Industrialists, Swamijees from Rama Krishna Math, Hyderabad.

No. of students benefitted

197

5.7 Details of campus placement

	On campus						
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed				
18	372	150	63				

5.8 Details of gender sensitization programmes

Organized "Beti Padao-Beti Bachao", a National Program in surrounding Villages of Yenkapally by our staff and students of Student Activity Center.

Rev As part of the activities of Woman Empowerment Cell, organized program on Woman's Defence initiatives where Mrs. Swathi Lakra, IPS has addressed and interacted with B.Tech girl students.

5.9 Studer	nts Activities							
5.9.1	No. of students participated in Sports, Games and other events							
	State/ University level 3 Nati	onal level	6 International level					
	No. of students participated in cultural	events:136						
	State/ University level 2 Nati	onal level	International level					
5.9.2 Sports	No. of medals /awards won by students: State/ University level 13 Nat	s in Sports, C	Games and other events - International level -					
Cultura	l: State/ University level 6 Nat	tional level	- International level -					
5.10 Schol	arships and Financial Support							
		Number of students	Amount					
	Financial support from institution	02	1,02,800					
	Financial support from government	1754	6,90,33,900 in the form of Fee Reimbursement 2015-16					
	Financial support from other sources							
	Number of students who received International/ National recognitions	32	Management is awarding Gold & Silver Medal to the Branch Topper, Year Topper & Subject Topper on the occasion of annual day celebrations.					
5.11 Stud	dent organised / initiatives							
Fairs	: State/ University level 4 National level 5 International level 1							
Exhibition	: State/ University level 4 Nati	onal level	1 International level _					

5.12 No. of social initiatives undertaken by the students: 08

Blood Conation Camp, Right To Education, Tree plantation, Swach Bharat, Beti Padao Beti Bacho, Wear Helment, Wear Seat Belt, Vidya Daan – Educating / counselling the village school students at Yenkapally.

5.13 Major grievances of students (if any) redressed: 3 out of 4.

Criterion - VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

VISION:

To nurture excellence in the field of engineering and professional courses by imparting timeless core values to the learners and to mold the institution into a center of academic excellence and advanced research.

MISSION:

To impart high Quality Technical & Professional education in order to mold the learners into globally competitive professionals who are professionally deft, intellectually adept and socially responsible.

The Institution strives to make the learners inculcate and imbibe pragmatic perception and pro-active nature, so as to enable them to acquire a vision for exploration and an insight for advanced inquire.

6.2 Does the Institution has a management Information System

Management is taking inputs from external and internal sources through virtual hierarchy by using systems approach, Bio-Metric, CCTV Footage, encouraging the employees to communicate to the top level through email, tele call, CMS Software messaging service, etc. and having weekly meetings with the Heads of the Department, Principal to know the day to day progress of the institutions and any hurdles facing by the department / college etc.

Provided Drop Box facility are placed in each and every department to encourage the student/ faculty to share their feedback/ suggestions for quality improvement in teaching learning process.

- 6.3 Quality improvement strategies adopted by the institution for each of the following:
- 6.3.1 Curriculum Development

Each department of JBIET is having its own BOS Committee. The department is conducting regular meetings i.e. once in a year to update / modify / introduce the new topics – subjects as per the Industrial requirement.

6.3.2 Teaching and Learning

Regular Faculty Development Programmes organized twice in a year for a period of one week. Faculties are encourage to attend and participate FDPs organized by other institutions. Senior Revised most faculties are handholding the fresh faculty to hone their teaching learning skills.

6.3.3 Examination and Evaluation

Academic Calendar prepared before the starting of the academic session

Maximum marks for each subject is 100. 75 Marks reserved for the End Semester Examinations, 20 marks are allotted for the Mid Examinations and 05 marks awarded for the Open Book Assignment. Two Mid Examinations schedule for each semester. First Mid examination is conducted in the last week of the second month by covering 4 units. Second Internal examination will be in the last week of the 4th month after completion of teaching sessions. Unit 5 to Unit 8 will be the syllabus for the mid exam.

End Semester Question Paper prepared by the External Paper Setter from leading institutions / University from the same state / from other states. Question Paper Setter names approved by the Result Analysis Committee, Principal, Controller of Exam., Heads of Department etc.

Final evaluation will be done by the faculty from other college who are havingv minimum of 3-5 years of teaching in the same subject. Chief Evaluation is also done parallel along with the regular valuation.

Question Paper Review will be done on the same day of the examination just beforev the commencement of the paper to verify the standard of Question Paper covering the entire units, errors if any.

Result Declaration Committee will be doing the analysis (Moderation if required)v before announcing the final results. Results declared between 30-40 days after the last day of the examinations.

Printed Answer Booklet with students details, date of exam, barcode etc., were introduced for the external examination booklets.

6.3.4 Research and Development

Faculty members are encouraged to pursue research by providing them the facilities like individual system, Wi-Fi connection, digital library, equipments and laboratory. Faculties are encouraged and allowed to avail on-duty leave to attend the seminars, research activities etc.

Most of the faculties publish research articles in National & International Journals. Institute encourages faculty as well as students by allowing them to present their

papers inside and outside countries. Institute encourages innovation among students by providing them incubation facilities.

The college has identified following areas in its various departments for achieving excellence in Research & Development.

6.3.5 Library, ICT and physical infrastructure / instrumentation

College is having state of art Digital library with grant from TPED USA providing on line NPTEL courses /MIT open/EDX/Virtual Classroom/Mind Maps/Video Material. Faculties are encouraged to use computers in class rooms for power point presentations• and for preparing lesson plans and learning materials. Smart class rooms with LCD projectors, interactive boards, OHP and computers are• available. College is conducting Subject Expert webinars.• Staff rooms are facilitated with computers and Internet.• College is maintaining a data base of objective questions of all courses which is used for• conducting online examinations. Students can check his level in each course after the assessment. College management system implemented for uploading lesson plan, subject plan, online• assessment etc. The calendar of college events is displayed on the college web site.

6.3.6 Human Resource Management

The back bone of JBIEI is the manpower, which consist of Gen X, Gen Y and Gen Z people. Self Motivated, Quick Learner, Self Starter and passion towards Teaching. Well supported by Non-Teaching / Technical Staff. Hand-holding by the management.

6.3.7 Faculty and Staff recruitment

As an when there is a necessary of Teaching staff, Advertisement releases in the leading News Paper, College Website and ERP (Employee Referral Programmme). Selection will be done by screening the CV of the candidate, Lecture Demo, T & C Agreement. Final selection will be done by the Selection Committee as per the JNTU Norms. Selected candidate ratified by the JNTUH.

6.3.8 Industry Interaction / Collaboration

JBIET is having 34 MoUs with leading industries from different sectors. Meeting Regularly on sharing Knowledge Gaps, Industry Expectations, Project hiring, Placements etc. Memorandum of Understanding with Microsoft, HCL Info Systems Limited, Virscent Technologies Pvt. Ltd and Talent Sprint Education Services Pvt. Ltd were renewed. JBIET is having professional membership with HMA, FTAPCII, ISTE, SAE JBIET Collegiate Club, IIT Mumbai, CII

6.3.9 Admission of Students

70 % of the admissions done by the State Government through Centralized Counselling in Category A. 30% of the students admitted under Management Quota / Category B by the college under the guidelines of the TSCHE / JNTU H and Govt. Of Telangana.

6.4 Welfare schemes for

Free Medical facility is extended to all the employees & students of JBIET. Accidental Insurance to all the Students of JBIET, premium paid by the management.— Transportation facility provided to the staff members who ever want to avail the bus facility.— Residential facility is provided to the required staff member.— Group Insurance scheme is introduced to staff members.— Career Advancement Scheme introduced to the performer and also who wish to pursue the—higher studies.

6.5 Total corpus fund generated	5 Lakh				
6.6 Whether annual financial audit has been of	lone	Yes	/	No	

6.7 Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal		
	Yes/No	Agency	Yes/No	Authority	
Academic	Yes	UGC , JNTUH, NAAC, NBA	Yes	A.C, BOG, IQAC	
Administrative	Yes	Chartered Accountant & AFRC, Scholarship Department.	Yes	Account Dept of Head Office & Chartered Accountant	

6.8	Do	es tr	ie i	University/	Autonomous	College	declares	results	within	30	days	5 ?
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For UG Programmes	Yes V No
For PG Programmes	Yes V No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

Under the Autonomous framework the Institution has a separate Examination Branch which takes care of smooth conduction of examinations. Some of the significant modifications are introduced such as mentioned below.

- 1. Both Question paper setting and Evaluation is done by the senior faculty members belonging to other colleges. These faculty members are approved by Board of Studies(BOS).
- 2. Tab based marks entry for accurate and fast result processing.
- 3. Revaluation
- 4. Recounting
- 5. Grading System
- 6. Early publication of results online.
- 7. Introduction of Choice Based Credit System (CBCS) from the academic year 2016-17 for UG and 2015-16 for PG.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

Parent University & UGC is continuously monitoring the progress of the autonomy granted to JBIET from Time to Time and Instructions / Suggestions are incorporated.

6.11 Activities and support from the Alumni Association

Conference Room to Class Room interaction with the Alumni of the JBIET to discuss the trends in the Industry, industry expectations, job opportunities, live project works and also discuss the gap between the industry expectations and college produces. Remedies taken to bridge the gap. Alumni Meeting held once in a year.

6.12 Activities and support from the Parent – Teacher Association

Parents Teachers Meeting is arranged on a half yearly basis. Parents are placing their opinions, suggestions and enquiring about their wards performance. Class In-charges are connected with the parents through College Management System Software, passing information to parents about academic progress, shortage of attendance etc., on a day to day basis.

6.13 Development programmes for support staff

- 1) Knowledge up gradation programmes FDP
- 2) Skill Development workshops / seminar on Regular Basis
- 3) Games & Sports programmes for staff and students

6.14 Initiatives taken by the Institution to make the campus eco-friendly

- Save Water Save Energy programme Energy audited done by EEE Dept.
- Each One Plant One Tree Plantation programme
- Proper disposal of E-Wastages / Human Wastage and other
- Plastic Free Environment, Userfriendly consumption of daily needs.
- Clean and Green Activities are organized.
- Used water undergoes treatment in STP (Sewage Treatment Plant) and is reused for garden, flushing and etc.
- Consumption & Generation of Electricity from SOLAR.

Criterion - VII

7. Innovations and Best Practices

Establishment of SMART CLASSROOM

- 2) Un Interrupted WiFi Internet Connectivity in the Campus
- 3) Teacher & Student participation in the WEBINAR
- 4) Usage of LCD Projector
- 5) Training Programme for First Year students on YOGA, Soft Skills etc.
- 6) Students Centric Two-Way Teaching
- 7) Office Automation
- 8) Library Automation
- 9) Closely monitoring of Academic, Non Academic progress by various Deans
- 10) Raise of Voice by Girls Women Protection Cell & Women Empowerment Cell established.
- 11) Innovations in R&D JBR Research Review started
- 12) Various Innovations Centres Established such as MIC (Microsoft Innovation Centre), Cloud Computing Centre, CRESE (Centre for Robotic & Embedded Systems Excellence)
- 13) BAJA Society of Automobile Engineering

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

The following Action Taken Report for the year 2015-16.

- 1. Seminars / workshops / FDP conducted during the year 2015-16 on various titles from one day programme to week programme.
- 2. Students Counselling started to understand the psychology of the students
- 3. One To One interaction with the students regarding their career guidance, problems, any other issues
- 4. T2 To T2 (Today's Topper To Tomorrows Topper) Address by Seniors to Juniors on examination preparation.
- 5. Training provided to the students on SOFT SKILL DEVELOPMENT from expert personalities.
- 6. Faculty Strength increased by recruiting senior faculty in each department
- 7. GD Sessions, Mock Interviews, Know Your Industry programmes conducted to all UG & PG (MBA & MCA) students.
- 7.3 Give two Best Practices of the institution (please see the format in the NAAC Self-study Manuals)
 - 1. Attraction & Retention of Think Tank, Talented faculty with required Qualifications and Experience.
 - 2) Adopted various strategies to produce Qualified & Satisfied students and responsible human beings.

*Provide the details in annexure (annexure need to be numbered as i, ii,iii)

7.4 Contribution to environmental awareness / protection

- 1. Go Green Concept rally organized in the college
- 2. Tree plantation programme organized on the occasion of 1st death anniversary of our beloved chairman Sri. J. Bhaskar Rao Garu
- 3. Swatch Bharat Abhiyan Programme organized in the campus.
- 4. Say No to PLASTIC Causes & Effect of consumption of plastic
- 5. Road Safety Measures awareness Use Helmet Protect your Head
- 6. Reduce movement of vehicles inside the campus to avoid pollution

SWOC ANALYSIS Strengths, Weaknesses, Opportunities an	lenges	

- 1. JBIET is co sited with Pharmacy, Medical, Dental, Law & Architecture college.
- 2. JBIET is situated in the rural area with dense population involved in agriculture around it. We provide opportunity to do research in the area of agriculture, sanitation & rural infrastructure development and maintenance.
- 3. JBIET is having MOUs with 34 private and public institutions of repute. As most of the institutions are involved in research & development, JBIET can benefit immensely with these associations.
- 4. JBIET is having large amount of high skilled & qualified resources in the area of Mechanical, EEE, CSE/IT & ECE. These resources have already proven themselves in doing good research. As many of them are already Ph.D and Ph.D. students are under them.
- 5. JBIET is situated in Hyderabad which is IT hub, hub for electronics manufacturing & defence related research. This create unique approach for JBIET to be involved in cutting edge research.
- 6. JBIET gets students from EAMCET. Most of the students coming to JBIET are having rank better than 10,000. These students are focused and willing to take engineering as profession. It adds to JBIET standard to held good students.
- 7. JBIET is having Vidia Kepler CUDA clustered Super Computer which is being used for various research purposes which improves the ability of faculty and students in the area of simulation & modeling.
- 8. JBIET is having student chapter of many professional bodies like HMA, FTAPCCI, SAE, IEEE, IETE,ISTE,ACM & CSI. These provide good opportunities to students to get exposed to eminent speakers & participate in various events organized by these prestigious bodies.
- 9. JBIET is having charter of social responsibilities. There are several NGOs like Rotract, Bhoomi, Disha, Nirman etc. are working under students of JBIET.
- 10. Free Accidental Insurance to all the students of JBIET.
- 11. Award of Gold Medal to the meritorious students
- 12. Excel in the Track Record of Campus Placements
- 13. Strong Network of Industry Institute Interaction
- 14. Green & Eco Friendly environment spread on 106 acres of land
- 15. Feedback from all stakeholders for quality enhancement.

WEAKNESS

- Need to further improve in R&D Activities.
- Moreover there is need to create under involvement in R&D.
- Consultancy projects need to be focus Some of lab equipments need to be upgraded with latest models
- Most of the students are lacking communication skills & fail to perform to their potential at Recruitment Drives.
- As 60% students are getting Govt. Scholarships mainly from the Govt. of Telangana state, an delay in scholarship reimbursement create greater financial difficulty
- Placement is still less than gainful employment to 100% eligible students.
- Alumni network is weak and requires strengthening and regular connection.

OPPORTUNITIES

- Collaboration with Foreign / Other Universities.
- Growth potential for Core Engineering branches i.e. Mining, Civil ECM etc.
- Increase in much more advance technique in Teaching & Learning Pedagogy.
- Attract and retain the best teaching talent with more freedom.
- Achieve Deem University status
- More job opportunities for UG & PG Graduates in near future
- Upgrade the syllabus as per the industry demands

CHALLENGES Booming of more universities / Autonomous colleges, Survival of the fittest.¬ Passed Graduates Employability

Getting admissions/filling seats in each branch of the college – Demand \neg & Supply a major challenge in the days to come.

Gaps to be filled in the Industry Expectations for fresh brains— Retention of Talented Faculty is a major challenge

8. Plans of institution for next year

- 1. JBIET is focusing on the OUT COME BASED Education to improve the Teaching & Learning Productivity
- 2. LIFE SKILL Programme to shape and nurture the Faculty Members to deliver the effective teaching programme.
- 3. To focus on Employability of the students to get ready in to the corporate world.

Name: Dr C Udaya Kiran

Name Dr. Niraj Upadhayaya

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

Annexure I

Abbreviations:

CAS - Career Advanced Scheme

CAT - Common Admission Test

CBCS - Choice Based Credit System

CE - Centre for Excellence

COP - Career Oriented Programme

CPE - College with Potential for Excellence

DPE - Department with Potential for Excellence

GATE - Graduate Aptitude Test

NET - National Eligibility Test

PEI - Physical Education Institution

SAP - Special Assistance Programme

SF - Self Financing

SLET - State Level Eligibility Test

TEI - Teacher Education Institution

UPE - University with Potential Excellence

UPSC - Union Public Service Commission
