

# **SELF STUDY REPORT**

**FOR**

**1<sup>st</sup> CYCLE OF ACCREDITATION**

**JHULELAL INSTITUTE OF TECHNOLOGY**

**KHASRA NUMBER 68/1,2,3,72 OFF KORADI ROAD ,LONARA, NAGPUR**

**441111**

**[www.jit.org.in](http://www.jit.org.in)**

**Submitted To**

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**BANGALORE**

**January 2018**

# 1. EXECUTIVE SUMMARY

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## 1.1 INTRODUCTION

- JIT was established by Samridhi Sarwajanik Charitable Trust in 2008 with noble cause of promoting higher & technical education amongst deserving students of the region.
- Chairman of the trust Shri Mahesh Sadhwani, (B.E.-Civil) is well-known Entrepreneur by profession. He is supported by well-qualified team of technocrats and entrepreneur as Governing Council Members and Board of Directors.
- JIT runs under the supervision of Director(Tech.) Prof. Pramod Pampatwar, B.E.(Mech.), VNIT and Director(HR&Admin) Ms. Madhavi Wairagade, B.Tech., LIT.
- JIT is headed by Dr. Narendra Bawane (Principal) Ph.D.-VNIT, M. Tech-IIT Delhi and having vast experience of over 28 years and have guided 9 PhDs scholars published 96 papers, supported by Dr. Debashis Bhowmick (Vice Principal) with 22 years of experience.
- JIT runs 5 UG and 3 PG programs.
- Effective teaching learning process in JIT is executed by a team of well qualified experienced and dedicated staff with integration of practical, ICT, Virtual Lab and other latest teaching tool enabled programs.
- Quality education input is revealed from meritorious performance of its students in University results and excellent Industry collaboration offers a high quality placements.
- JIT is known for its state of art infrastructure, internship, student activities, skill enrichment programs, social activities with emphasis on ethical, moral and patriotic values.
- Academic excellence in JIT is supported by many high-end technical events like SHIKHAR, International Conferences.
- JIT inculcates the sense of social responsibility in students by participating in various National movements like Woman Empowerment, Skill India, Beti Bachao etc.

### Vision

To become an eminent institution through knowledge and research.

### Mission

To produce world class engineers with academic and moral excellence who are not only equipped with cutting edge technology skills but also possess immense sense of social responsibility.

To inculcate awareness and acceptance of ethical values through co-curricular activities for overall development of students.

## 1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

### Institutional Strength

- Enlightened, forward looking and financially sound management with a vision for bringing up the institution to the highest level of quality.
- Green and eco friendly campus.
- Merit scholarships for academic excellence.
- Good faculty retention.
- Highly transparent governance and administration with well-defined decentralization of authority.
- Students securing good ranks in the University Examination
- Well stacked library with good number of national and international journals.
- The Institute regularly organizes Conferences, Workshops, and FDPs
- Effective innovative teaching learning process by experienced faculty with academia and industrial background.
- Wi-Fi facility with e-learning resources on campus LAN and round the clock web connectivity.
- Fee waiver policy for merit students at the entry based on MH-CET rank and cash prizes for encouraging student in professional body activities.
- Sports and games facilities, round the clock medical facilities to create a work culture of utilization of resources beyond the working hours.
- Excellent Infrastructural facilities
- Well-equipped Laboratories and Computer center
- Well defined HR policy for faculty incentives for research contribution, faculty retention, consultancy, and staff development programs.
- Encourage students for higher studies through GATE, GRE, TOEFL, etc.
- NSS unit carries out social activities like blood donation camps, education to rural students, health camps and Awareness program on digital financial transaction, tree plantation.
- Implementation of social activates and organizing computer literacy program in nearby villages
- Certificate courses through IIT Mumbai spoken Tutorials.
- 58 successful entrepreneur from graduates.

### **Institutional Weakness**

- Lack of international student attraction
- Research and development, consultancy are to be strengthened.
- Communication skills among rural based students' needs improvement
- Poor English language competency of students, majority being from local medium
- Less interaction/collaboration with reputed universities at national/ international level in terms of specialized courses and sharing the resources.
- Lack of understanding of real-time projects among students

### **Institutional Opportunity**

- The demand for reputed colleges is on the rise as people are looking for good colleges rather than a particular branch.
- Global demand for employable technical manpower is ever growing.
- Growing Indian economy and Globalization with rural industrialization lead to good employment
- Use of technology and ICT to make teaching learning process more students centric to elicit interest
- Nagpur is emerging as new educational hub in central India with existence of national institutes like VNIT,IIIT,AIIMS, NLS.

- Possibility of offering electives and add on courses in the emerging areas in collaboration with industries.
- New technologies are emerging.
- To be accredited by NAAC and NBA.
- Institute will be recognized with 2(f) and can become autonomous under UGC and seek funds for R&D, from AICTE, UGC, DST, CSIR, ISRO etc.
- Establishment of Centre of Excellence for research and development in collaboration with industries and research laboratories in the specialized areas
- Academic consultancy opportunity is there to be explored
- Skill Development programs enhance the Global competency of students thereby the scope of their employability

### **Institutional Challenge**

- Training the students from rural and Marathi medium background
- Enhancing the employability of the Students
- Rapidly advancing technology may require more human resources and equipment.
- Impact of industry slowdown on the campus placements
- Attracting meritorious students
- Lack of research guides as RTMNU is restricting institutes with less than 10 years of standing for research center and not approving faculty of non research center as research guides.

## **1.3 CRITERIA WISE SUMMARY**

### **Curricular Aspects**

Being an affiliated institute of Rashtrasant Tukadoji Maharaj Nagpur University(RTMNU) the Institute follows the curriculum designed by the University for legitimizing its academic and administrative processes. Therefore, the institute has less flexibility in terms of syllabus. Structured and systematic planning and implementation of the curriculum is the main task of

the institute. The Institute adheres to the guideline prescribed by AICTE, RTMNU and other regulatory bodies. The institute focuses on enhancing the employability, higher studies skill of the students by offering the best of the faculty, infrastructure and self development activities. The Institute is always trying to improve the quality of curriculum planning and implementation by benchmarking, competency building and offering the best of the resources. Feedback from stakeholders is an important tool for continuous improvement.

Important features in Curriculum Planning and Implementation are

- Structure and systematic planning and implementation of curriculum
- Activity based and participative teaching process
- Consistent effort for enhancement of employability of students
- Continuous review and monitoring of curriculum implementation
- Critical analysis of feedback of stakeholders and timely change in curriculum planning and implementation
- Student-centric approach in curriculum planning and implementation

- Regular interaction with industry through placement and activities for recommending necessary amendments to curriculum
- Various value-added courses offered to enrich the curriculum
- Open electives for M Tech and MBA courses.

### **Teaching-learning and Evaluation**

The Institute takes sincere efforts to make the processes very effective, productive and objective. The institute has adopted a learner centric approach in teaching and learning.

#### **Key features**

- The Institute abides by the regulations of Govt. of Maharashtra for selection of candidates for admission through entrance examination conducted by the state government as well as test conducted at national level.
- All courses are widely publicized through advertisements about admissions in various local and national newspapers and Institute website.
- The college offers financial assistance to the students from economically challenged category.
- Teaching is based on course plan made by faculty and approved by head of the department.
- Transparency in admission process, calendar of academic events, course plan and emphasis towards slow and fast learners and learning activities
- Teaching-Learning strategies include interactive learning (group discussion, presentation, role plays, case studies), independent learning (individual presentation, writing articles, seminars) and collaborative learning (assignments / projects given to the students).
- Formative and summative evaluation is carried out. The total examination process is transparent and secure.
- The Institute facilitates extensive use of NPTEL, SWAYAM, SAKSHAT, VIRTUAL LAB, MOOC and ICT in teaching learning
- Efforts are made to recruit and retain qualified competent faculty members. Faculty are encouraged to organize and attend FDP, workshops and conferences.
- Evaluation of faculty through structured feedback is conducted along with stakeholder's feedback on teaching-learning process.
- Beyond syllabus, real time projects to get on hand experience of the trend in the corporate world.

### **Research, Innovations and Extension**

The Institute has a well-stocked library and e-resources, e-journals to facilitate research.

A highly experienced group of academicians are in the research advisory team of the Institute.

#### **Important Features**

- The Institute has a dedicated research committee which is responsible for all research activities.
- The Institute has sufficient infrastructure like experienced faculty members, rich library, e-journals, journals, online resources and magazines etc. for conducting research.
- The management of the Institute also encourages and supports research work by giving incentives.

Faculty members are given special leave and monetary support if their research work is accepted for publication.

- 10 faculty members have completed their Ph.D and 15 others are pursuing their Ph.D in their specialized subjects. The Institute also regularly organizes Faculty Development Programmes.
- Through its NSS unit and professional society chapters, the college promotes various community engagement activities. College students and faculty members participate in activities such as blood donation camp etc. These activities lead to the creation of students' awareness on social problems, to improve communication skills, teamwork and to grow students as socially sensitive human beings. The college has good collaboration with industries, academic institutes and professional bodies.
- It has signed MOUs with several esteemed organizations from academia as well as industries, namely internship, placement, consultancy for different academic purposes.
- Internship, industry based projects.

## **Infrastructure and Learning Resources**

### **Important Features of Infrastructure and Learning Resources**

- The Institute has ample infrastructure not only to fulfil the the norms of regulating bodies but also satisfies functional need and to conduct all types of curricular, co-curricular and extracurricular activities.
- It has well-equipped Laboratory with equipment as per the syllabus requirement along with high-end equipment is also available for student projects and research, computer, laboratories and centers, a library with all the modern e-amenities, auditorium, seminar halls, common areas and class rooms equipped with modern ICT tools for intense learning.
- The Institute library functions in a separate building with built-up area of approximately 426 sq.m.
- A separate reference library is also available to cater to the requirement of research and project work conducted by students and faculty.
- Libraries with their constant up gradation in the form of purchase of updated versions of books ensures quality of materials available.
- All the other supporting facilities such as playground, canteen, transport, gymnasium and dispensary are available in the campus.
- The Institute makes adequate budgetary provisions for the upgradation of infrastructural facilities including maintenance of building and housekeeping.

## **Student Support and Progression**

The students are primary stakeholders of the Institute. Policies of the Institute are based on the mission and vision and commitment of the Institute to students and all other stakeholders.

### **Important Features**

- The institute provides a number of mechanisms for student support and mentoring. Regular interaction between students and the Director (Technical), Director (HR-Admin), Principal, the Heads of departments, faculty mentors help to identify and understand student issues.

- A review of results and activities is carried out to examine the congruence between institutional commitment and actual achievements.
- The institute conducts soft-skill development, career counselling, and personal enhancement sessions for the students by inviting external experts. For the overall development of students the institute encourages student participation in co-curricular and extra-curricular activities by providing the required support.
- Training and placement cell provides pre-placement guidance to the students for placement activities. The cell coordinates internship and placement activities
- More than 90 % of the total students complete the program in stipulated time. Good number of students pursues higher studies. Around 50 % of the total students get job offers in their final year itself.
- The student representatives are the members of IQAC, anti-ragging committee etc. The institute collects feedback on support services from all the final year students in order to improve these service
- The Institute supports activities that are held during an academic session such as cultural activities and competitions at local, state and national levels.

### **Governance, Leadership and Management**

The SSCT represent the top governance entities of the Institute. Director -Technical, Director -HR-Admin, Principal plays key role for academic administration, management and improvement of assets and financial resources of the Institution. Governance is based on participative, goal and value-oriented principles towards imparting and creating knowledge. Being self-financed, the tuition fees is the main source of the income. The institute makes budgetary provision for recurring and nonrecurring expenditure in advance. As per the budget financial resources are made available for the functioning of the college. The institute has a well-defined perspective plan involving focus areas, action plan to achieve the goals and measures to verify their achievements. Under the leadership of the Heads, the departments plan and execute their academic and administrative activities. The college has an active internal audit committee from 2013 to review and improve the quality of the overall functioning of the institute. From 2017 IQAC has been formed for systematic monitoring of academic activities.

The institute ensures the following

- Academic excellence with support and decentralization of responsibilities by forming various committees for smooth and effective administration.
- Welfare schemes given by the Institute to the teaching and nonteaching staff
- Quality upgradation of employees through participation in skill enhancement programmes by granting leave and financial assistance
- The Institute has developed an effective performance appraisal system for employees
- Effective audit mechanism by internal and external auditor
- Good governance, responsible administration with accountability, responsive staff and commitments to welfare and growth of all stakeholders

### **Institutional Values and Best Practices**

Innovation is the crux of the overall development and success of any institute. To nurture this, the Institute promotes innovation in Teaching-Learning as well as in administrative processes. Some of the important

innovations are as follows:

- In addition to curriculum, the Institute has designed value-addition courses on employability enhancement, soft-skill development, general awareness, communication, aptitude test, etiquettes, etc.
- The Institute organizes industry visits and study tours to give students industrial exposure.
- The Institute has automated many teaching-learning and administrative processes through ERP.
- Project/innovation lab is established in each department

The Institute has also implemented best practices which have contributed to achieving the institutional objectives and to improvement of quality such as

- Financial assistance to those who are economically weak students
- Encourage and sponsoring research-related activities
- Relationship and interaction with industry and industrial organizations for internship, project , placement
- Conduct of different social activities under NSS.
- Effective Mentoring System
- Organizing International conference every year since 2013-14 academic year.

The Institute always strives to promote environment consciousness among its stakeholders. The Institute has taken many initiatives to make the campus eco-friendly and for energy conservation. Some of the Institutes are as follows:

- Tree Plantation.
- Use of LED bulbs instead of traditional tube lights / bulbs
- Solar energy for street lights within campus
- Recycled water is used for gardening.
- Roof top PV system(50KW)



## 2. PROFILE

### 2.1 BASIC INFORMATION

Name and Address of the College	
Name	JHULELAL INSTITUTE OF TECHNOLOGY
Address	khasra number 68/1,2,3,72 off koradi Road ,Lonara, Nagpur
City	Nagpur
State	Maharashtra
Pin	441111
Website	<a href="http://www.jit.org.in">www.jit.org.in</a>

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Narendra Bawane	0712-2668233	9890669722	0712-2668235	admin@jit.org.in
Professor	Debashish Bhowmick	0712-2668233	7020951028	0712-2668234	d@jit.org.in

Status of the Institution	
Institution Status	Private and Self Financing

Type of Institution	
By Gender	Co-education
By Shift	Regular

<b>Recognized Minority institution</b>	
If it is a recognized minority institution	Yes
If Yes, Specify minority status	
Religious	
Linguistic	Sindhi
Any Other	

<b>Establishment Details</b>				
Date of establishment of the college	01-02-2008			
<b>University to which the college is affiliated/ or which governs the college (if it is a constituent college)</b>				
<b>State</b>	<b>University name</b>	<b>Document</b>		
Maharashtra	The Rashtrasant Tukadoji Maharaj Nagpur University	<a href="#">View Document</a>		
<b>Details of UGC recognition</b>				
<b>Under Section</b>	<b>Date</b>	<b>View Document</b>		
2f of UGC				
12B of UGC				
<b>Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)</b>				
<b>Statutory Regulatory Authority</b>	<b>Recognition/Approval details Institution/Department programme</b>	<b>Day,Month and year(dd-mm-yyyy)</b>	<b>Validity in months</b>	<b>Remarks</b>
AICTE	<a href="#">View Document</a>	10-04-2017	12	

<b>Details of autonomy</b>	
Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No

<b>Recognitions</b>	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

<b>Location and Area of Campus</b>				
<b>Campus Type</b>	<b>Address</b>	<b>Location*</b>	<b>Campus Area in Acres</b>	<b>Built up Area in sq.mts.</b>
Main campus area	khasra number 68/1,2,3,72 off koradi Road ,Lonara, Nagpur	Urban	5.11	13566.71

## 2.2 ACADEMIC INFORMATION

<b>Details of Programmes Offered by the College (Give Data for Current Academic year)</b>						
<b>Programme Level</b>	<b>Name of Programme/Course</b>	<b>Duration in Months</b>	<b>Entry Qualification</b>	<b>Medium of Instruction</b>	<b>Sanctioned Strength</b>	<b>No.of Students Admitted</b>
UG	BE,Electronics And Telecommunication Engineering	48	HSSC	English	60	36
UG	BE,Electrical Engineering	48	HSSC	English	60	59
UG	BE,Mechanical Engineering	48	HSSC	English	60	33
UG	BE,Electronics Engineering	48	HSSC	English	60	0
UG	BE,Computer Science And Engineering	48	HSSC	English	90	90
PG	MBA,Masters In Business Administration	24	Graduation	English	60	60
PG	Mtech,Electronics And Telecommunication Engineering	24	BE	English	24	19
PG	Mtech,Computer Science And Engineering	24	BE	English	24	24

### **Position Details of Faculty & Staff in the College**

<b>Teaching Faculty</b>												
	<b>Professor</b>				<b>Associate Professor</b>				<b>Assistant Professor</b>			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	7				15				83			
Recruited	4	1	0	5	1	2	0	3	30	53	0	83
Yet to Recruit	2				12				0			

<b>Non-Teaching Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				31
Recruited	24	7	0	31
Yet to Recruit				0

<b>Technical Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				15
Recruited	14	1	0	15
Yet to Recruit				0

**Qualification Details of the Teaching Staff**

<b>Permanent Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Male</b>	<b>Female</b>	<b>Others</b>	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	4	1	0	1	2	0	1	1	0	10
M.Phil.	0	0	0	0	0	0	2	0	0	2
PG	0	0	0	0	0	0	25	56	0	81

<b>Temporary Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

<b>Part Time Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

<b>Details of Visting/Guest Faculties</b>				
<b>Number of Visiting/Guest Faculty engaged with the college?</b>	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
		14	1	0

**Provide the Following Details of Students Enrolled in the College During the Current Academic Year**

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	533	16	0	0	549
	Female	389	7	0	0	396
	Others	0	0	0	0	0
PG	Male	58	7	0	0	65
	Female	92	3	0	0	95
	Others	0	0	0	0	0

**Provide the Following Details of Students admitted to the College During the last four Academic Years**

Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	51	57	45	31
	Female	41	35	30	23
	Others	0	0	0	0
ST	Male	6	5	25	46
	Female	0	4	15	5
	Others	0	0	0	0
OBC	Male	60	79	63	38
	Female	57	51	37	35
	Others	0	0	0	0
General	Male	79	76	101	48
	Female	49	56	68	40
	Others	0	0	0	0
Others	Male	11	23	23	13
	Female	13	10	16	2
	Others	0	0	0	0
Total		367	396	423	281



### 3. Extended Profile

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#### 3.1 Program

Number of courses offered by the institution across all programs during the last five years

Response : 8

Number of self-financed Programs offered by college

Response : 8

Number of new programmes introduced in the college during the last five years

Response : 4

#### 3.2 Students

Number of students year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
918	872	842	784	744

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
218	248	248	165	165

Number of outgoing / final year students year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
140	159	175	151	142

Total number of outgoing / final year students

Response : 982

#### 3.3 Teachers

**Number of teachers year-wise during the last five years**

2016-17	2015-16	2014-15	2013-14	2012-13
105	99	97	81	74

**Number of full time teachers year-wise during the last five years**

2016-17	2015-16	2014-15	2013-14	2012-13
92	99	97	81	74

**Number of sanctioned posts year-wise during the last five years**

2016-17	2015-16	2014-15	2013-14	2012-13
108	99	97	81	74

**Total experience of full-time teachers****Response : 897.49****Number of teachers recognized as guides during the last five years****Response : 7****Number of full time teachers worked in the institution during the last 5 years****Response : 563****3.4 Institution****Total number of classrooms and seminar halls****Response : 26****Total Expenditure excluding salary year-wise during the last five years ( INR in Lakhs)**

2016-17	2015-16	2014-15	2013-14	2012-13
396.89545	277.35099	358.30658	307.78012	265.62108

**Number of computers**

**Response : 406**

**Unit cost of education including the salary component(INR in Lakhs)**

**Response : 0.8352137**

**Unit cost of education excluding the salary component(INR in Lakhs)**

**Response : 0.3851095**



## 4. Quality Indicator Framework(QIF)

### Criterion 1 - Curricular Aspects

#### 1.1 Curricular Planning and Implementation

##### 1.1.1 The institution ensures effective curriculum delivery through a well planned and documented process

##### Response:

- JIT being an affiliated college of RTMNU follows scrupulously the academic calendar of affiliating university for instruction delivery. Besides, it also prepares its own academic calendar incorporating the various activities of the college and also individual departments. Frequent review meetings are conducted at the department level and also at the college level to assess whether the activities are being held as per the academic calendar.
- At the outset, the Principal conducts frequent meetings with the Heads of the departments and staff members to come out with various strategies for effective implementation of the curriculum.
- Head of the department conducts meetings with faculties and monitors the plan of action at regular intervals for rigorous implementation of the curriculum and academic calendars.
- Subjects are allocated to the faculty on the basis of their expertise. Course outcomes and program outcomes are discussed thoroughly during departmental meeting.
- All faculty members conscientiously prepare their course files for each subject and Lab Manuals that are suitable for emerging technologies in the field. The contents are periodically audited and modified
- The structure of course file is given as:
  - **Part1:** Vision and Mission of the Institute & Department, Program Educational Objectives (PEOs), Program Outcomes (Pos) and Program Specific Outcomes (PSOs) Statements, Course Syllabus, Course Information Sheet, Course Outcomes Assessment Methodology/Plan Sheet, Model Lesson Plan, Lecture notes (Unit wise), Brief Study materials, OHP/LCD Sheets/CDs, University Previous years question papers, Internal Question Papers with key, Assignment Topics, Tutorial Sheets, Unit wise-Question Bank, Gaps & Plans for Add-on programs, Topics beyond Syllabus, References.
  - **Part 2:** Lesson Plan, Time Table, Teacher Log Book/ Attendance Register, Daily Delivery Recording, Continuous Evaluation-Marks (Tests, Assignments etc), Sample Answer Sheets (of Test Papers), Sample Assignment Sheets, Record of Tutorial Classes, Record of Remedial Classes, Makeup Classes/Tests, Guest Lecturers Conducted, Details of Add-on Programs, Result Analysis, Remedial / Corrective Action, Course Outcomes Assessment & Steps initiated towards Continuous Quality Improvement (CQI).
- Faculty members execute the academic plan and the curriculum with innovative techniques, workshops, seminars, guest lectures and industrial visits.

The meetings of class monitoring committees are held twice in a semester to review the progress of syllabus coverage and the effectiveness of the instruction delivery.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 1.1.2 Number of certificate/diploma program introduced during the last five years

**Response:** 3

#### 1.1.2.1 Number of certificate/diploma programs introduced year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	3	0	0	0

File Description	Document
Minutes of relevant Academic Council/BOS meetings	<a href="#">View Document</a>
Details of the certificate/Diploma programs	<a href="#">View Document</a>

### 1.1.3 Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years

**Response:** 16.93

#### 1.1.3.1 Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
3	2	3	3	4

File Description	Document
Details of participation of teachers in various bodies	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 1.2 Academic Flexibility

### 1.2.1 Percentage of new Courses introduced out of the total number of courses across all Programs

**offered during last five years****Response:** 50

1.2.1.1 How many new courses are introduced within the last five years

Response: 4

File Description	Document
Minutes of relevant Academic Council/BOS meetings.	<a href="#">View Document</a>
Details of the new courses introduced	<a href="#">View Document</a>

**1.2.2 Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented****Response:** 100

1.2.2.1 Number of programs in which CBCS/ Elective course system implemented.

Response: 8

File Description	Document
Name of the programs in which CBCS is implemented	<a href="#">View Document</a>
Minutes of relevant Academic Council/BOS meetings.	<a href="#">View Document</a>

**1.2.3 Average percentage of students enrolled in subject related Certificate/ Diploma programs/Add-on programs as against the total number of students during the last five years****Response:** 93.85

1.2.3.1 Number of students enrolled in subject related Certificate or Diploma or Add-on programs year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
902	835	791	710	675

File Description	Document
Details of the students enrolled in Subjects related to certificate/Diploma/Add-on programs	<a href="#">View Document</a>

### 1.3 Curriculum Enrichment

#### 1.3.1 Institution integrates cross- cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum

##### Response:

- Girls and boys students participate in various co-curricular activities such as paper presentations, organization of paper contests, group discussions, technical quiz programmes, etc. Both boys and girls students are made members of various academic, co-curricular and extracurricular activities.
- Women Empowerment cell is established in the college to look into the problems of girl students and lady staff members.
- Awareness workshops/programs on Digital India Week Celebration, Stress Management by Padmashree Dr Vikas Mahatme, Women's Health and Cancer Prevention by Dr Nirmal Waze , human rights, climate change and gender equivalence are conducted on regular basis.
- Subjects on Environmental Studies and Ethics are introduced in the curriculum to create awareness on environmental issues and build up moral and ethical values among the student community.
- Workshops/Lectures by outside are arranged Experts from reputed institutes, universities, industry, science center and MNCs like (Google, Infosys) are invited to conduct seminars/Workshops on Climate Change by Dr. Tapan Chakraborty, Avenues in Defence Career by Mr. Akhilesh Prasad Singh, DIGP, CRPF, Handling Exam Stress by Dr. (Ms.) Neha Salankar, Practicing Psychiatrist, Avenues in Research in Science and Technology by Dr. Abhimanyu Bhelawe, Education Officer, Raman Science Centre, Career in Research in Science & Technology by Dr. G. M. Deshmukh, Professor & Head, Department of Petrochemical Technology, Laxminarayan Institute of Technology, Nuclear Science by Dr. (Mrs.) M. R. Lanjewar, Associate Professor, PGTD Chemistry, RTM Nagpur University, Solid Waste Management by ; Dr. A. N. Vaidya, Principal & Head, Solid & Hazardous Waste Division, NEERI are conducted to induct Ethical values and professional practices among students.
- ICT is embedded in the teaching learning process for effective delivery of curriculum.
- The NSS unit of the college organizes clean and green programmes in nearby villages to bring awareness among general public and is also involving them in tree plantation and keeping surroundings clean.
- Awareness programmes are organized on health and hygiene are organized.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

#### 1.3.2 Number of value added courses imparting transferable and life skills offered during the last five years

##### Response: 4

1.3.2.1 Number of value-added courses imparting transferable and life skills offered during the last five years

Response: 4	
File Description	Document
Details of the value-added courses imparting transferable and life skills	<a href="#">View Document</a>
Brochure or any other document relating to value added courses.	<a href="#">View Document</a>

<b>1.3.3 Percentage of students undertaking field projects / internships</b>	
<b>Response: 23.42</b>	
1.3.3.1 Number of students undertaking field projects or internships	
Response: 215	
File Description	Document
List of students enrolled	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

## 1.4 Feedback System

<b>1.4.1 Structured feedback received from 1) Students, 2) Teachers, 3) Employers, 4) Alumni and 5) Parents for design and review of syllabus-Semester wise/ year-wise</b> <b>A. Any 4 of the above</b>  <b>B. Any 3 of the above</b>  <b>C. Any 2 of the above</b>  <b>D. Any 1 of the above</b>  <b>Response: D. Any 1 of the above</b>	
File Description	Document
URL for stakeholder feedback report	<a href="#">View Document</a>

<b>1.4.2 Feedback processes of the institution may be classified as follows:</b> <b>A. Feedback collected, analysed and action taken and feedback available on website</b>  <b>B. Feedback collected, analysed and action has been taken</b>	
---	--



**C. Feedback collected and analysed**

**D. Feedback collected**

**Response:** A. Feedback collected, analysed and action taken and feedback available on website

File Description	Document
URL for feedback report	<a href="#">View Document</a>



## Criterion 2 - Teaching-learning and Evaluation

### 2.1 Student Enrollment and Profile

#### 2.1.1 Average percentage of students from other States and Countries during the last five years

**Response:** 1.29

##### 2.1.1.1 Number of students from other states and countries year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
9	21	6	8	10

#### File Description

#### Document

List of students (other states and countries)

[View Document](#)

Institutional data in prescribed format

[View Document](#)

#### 2.1.2 Average Enrollment percentage (Average of last five years)

**Response:** 67.66

##### 2.1.2.1 Number of students admitted year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
355	388	400	262	236

##### 2.1.2.2 Number of sanctioned seats year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
516	576	552	384	384

#### File Description

#### Document

Institutional data in prescribed format

[View Document](#)

#### 2.1.3 Average percentage of seats filled against seats reserved for various categories as per applicable reservation policy during the last five years

**Response:** 71.58

2.1.3.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
137	180	212	146	80

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

## 2.2 Catering to Student Diversity

**2.2.1 The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners**

**Response:**

JIT assesses the students' needs in the following ways:

- **Awareness Programme:** JIT arranges awareness programme to the students aspiring admission in Engineering programme and their parents before the admission process commences to explain the admission procedure and to create awareness in them on branch selection and also on college selection, depending on the facilities needed for students to study in that college they choose.
- **Induction Programme** is arranged every year for students along with their parents before commencement of class work at which the information regarding facilities, faculty expertise, rules & regulations, discipline code of the college, and the teaching-learning methodology are given to create awareness about the college.
- The students and parents are encouraged to express their problems and elicit other information during induction programme.
- **Slow Learners:**
  - Bridge courses are conducted for lateral entry students.
  - Orientation classes are arranged in mathematics and computers for newly admitted students before commencement of class work.
  - JIT conducts remedial classes / tutorial classes for slow learners in different subjects to enhance their skills and competence.
- **Advanced Learners:**
  - Add-on courses are organized for advanced learners to enhance their learning abilities.
- **Other Programs:**
  - DST Sponsored with a sanctioned amount of Rs 9,75,000/- to organize "INSPIRE Science Camp-2017" (Ref. No. DST/INSPIRE/01/2016/000901) from 16.01.2017 to 20.01.2017 for encouraging std XI science students to choose career in science & technology

- Personality Development programmes are conducted to improve students' personality and to motivate them for innovation and creativity.
- English Language Communication Skills (ELCS) lab has been established to improve English proficiency of the students.

### 2.2.2 Student - Full time teacher ratio

**Response:** 9.98

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

### 2.2.3 Percentage of differently abled students (Divyangjan) on rolls

**Response:** 0.11

#### 2.2.3.1 Number of differently abled students on rolls

Response: 1

File Description	Document
List of students(differently abled)	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any other document submitted by the Institution to a Government agency giving this information	<a href="#">View Document</a>

## 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

**Response:**

- JIT motivates teachers to make the learning student centric. During curriculum change awareness workshops are conducted by RTMNU at JIT. Faculty Development Program on “How To Make Teaching Effective” was arranged in 2013 under ISTE chapter to create awareness of student centric learning approach among faculties.
- It organizes guest lectures and arranges industrial visits for students to develop their interactive, collaborative and independent learning.
- Faculty members are encouraged to integrate NPTEL course contents, Virtual lab (<http://vlab.co.in/>), e-contents of the web (<http://mhrd.gov.in/e-contents>) in content delivery methods.

**Interactive learning**

- All classrooms have internet facilities (Wifi enabled) and most of the class rooms have e-classroom facilities.
- JIT has seminar halls and e-class rooms where students participate in group discussions, debate and seminars.
- The Institution encourages conducting seminars, workshops, group discussions and various student centric events to make learning interactive.
- The Institution encourages the students to participate in various events conducted by IITs, NITs, other institutions and industries of repute in offering an opportunity to have an interaction with quality peers.

**Collaborative learning**

- The college has the facility of teaching aids such as LCD projectors, broadband internet connectivity, Wi-Fi connectivity.
- The departments maintain department libraries and internet facility to access all the journal, e-material, e-books etc., through library server enabling the students and faculty to keep abreast of the latest developments in their respective fields.
- Students are encouraged for Live Project from JDM Technologies, Nagpur,

Regional Police Training School (RPTS), Nagpur.

- Students presented project on PLC Based Automatic Bottle Filling System at Raman Science Fair and Exhibition.
- MOUs are signed with CDAC and EFY (Electronics for You) for students training

**Independent learning**

- JIT has well stocked library which consists of books, journals, project reports and other teaching material for use to students and faculty.
- Library and Internet hours are given in the Time Table to inculcate the habit of self learning among students
- The departments have well equipped laboratories and computer centres for independent, practical learning.

Students are encouraged to make use of National Digital Library(NDL), SWAYAM, SAKSHAT portals and participate in MOOC courses.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

### 2.3.2 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.

**Response:** 97.83

### 2.3.2.1 Number of teachers using ICT

Response: 90

File Description	Document
List of teachers (using ICT for teaching)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Provide link for webpage describing the " LMS/ Academic management system"	<a href="#">View Document</a>

### 2.3.3 Ratio of students to mentor for academic and stress related issues

**Response:** 16.69

#### 2.3.3.1 Number of mentors

Response: 55

File Description	Document
Year wise list of number of students, full time teachers and students to mentor ratio	<a href="#">View Document</a>

### 2.3.4 Innovation and creativity in teaching-learning

**Response:**

- JIT faculty members motivates the students to participate in model making, projects' exhibition, paper presentations, software contests and in various co-curricular activities organized at JIT and in other colleges.
- The students are encouraged to design innovative models and products.
- The scientific temper among students is enhanced by providing additional laboratory hours for design experiments, open ended experiments and for innovative projects.
- To hone critical thinking process of students various group discussions, debates and seminars are organized in which students explore new ideas.
- Students are encouraged to participate in project competitions and workshops for practical hands-on experience.
- Students are encouraged to come out with innovative ideas to foster scientific temper.
- Outcome Based Education concept is practiced in the teaching learning process.
- The college encourages the faculty to visit various IITs and NITs, to identify the best practices made by these institutes and carry out those practices in our college.
- Students are encouraged to take up live / industry projects.
- Students are encouraged to gain knowledge in interdisciplinary subjects through selection of open electives, seminars and discussions with experts.

- The college also encourages participating in games & sports, NSS and other social activities to enhance their team-work skills, self-esteem and personality.
- Faculty members suggest innovative teaching-learning processes(like eLearning, project based learning, peer-learning etc.,) in addition to the chalk and board method.

## 2.4 Teacher Profile and Quality

### 2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

**Response:** 97.04

File Description	Document
Year wise full time teachers and sanctioned posts for 5 years	<a href="#">View Document</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View Document</a>

### 2.4.2 Average percentage of full time teachers with Ph.D. during the last five years

**Response:** 6.62

#### 2.4.2.1 Number of full time teachers with Ph.D. year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
10	8	5	4	3

File Description	Document
List of number of full time teachers with PhD and number of full time teachers for 5 years	<a href="#">View Document</a>

### 2.4.3 Teaching experience per full time teacher in number of years

**Response:** 9.76

File Description	Document
List of Teachers including their PAN, designation,dept and experience details	<a href="#">View Document</a>

### 2.4.4 Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years

**Response: 1.13**

2.4.4.1 Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	1	0	0

**File Description****Document**

Institutional data in prescribed format

[View Document](#)

e-copies of award letters (scanned or soft copy)

[View Document](#)

### 2.4.5 Average percentage of full time teachers from other States against sanctioned posts during the last five years

**Response: 2.47**

2.4.5.1 Number of full time teachers from other states year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
2	1	3	3	2

**File Description****Document**

List of full time teachers from other state and state from which qualifying degree was obtained

[View Document](#)

Any additional information

[View Document](#)

## 2.5 Evaluation Process and Reforms

### 2.5.1 Reforms in Continuous Internal Evaluation(CIE) system at the institutional level

**Response:**

JIT has adopted various reforms in Continuous Internal Evaluation.

- Internal marks are awarded to the students as per the university norms.
- Class tests and unit tests are conducted to evaluate the performance of students.
- Students are given opportunities to improve their performance in Internal Evaluation through make-



up tests and assignments.

- Bright and average students have the option of adopting student' centric evaluation like assignments, mini-projects, seminars, practical sessions and viva-voce.

### **2.5.2 Mechanism of internal assessment is transparent and robust in terms of frequency and variety**

#### **Response:**

- The Institute ensures all evaluation policies of RTMNU are followed in spirit. After setting of question papers, they are submitted to exam cell in sealed covers confidentially to ensure transparency in the system. Internal examinations are conducted as per the university examination pattern.
- JIT has adopted a very transparent internal assessment system, where students' continuous internal assessment scores can be monitored by them through their mentors or Class Teachers.
- In addition, students' attendance percentage are displayed in class notice boards for students' observation and corrections.
- Students get multiple opportunities to improve their internal performance in all subjects, through make-up tests, assignments etc.,

### **2.5.3 Mechanism to deal with examination related grievances is transparent, time-bound and efficient**

#### **Response:**

- JIT resolves all examination related grievances in a transparent and time-bound fashion.
- The students' corrected answer sheets (internal) are shown to them and any doubt about evaluation is clarified to the students.
- In case of grievances like low internal marks, they have freedom in meeting the concerned teachers or have freedom in meeting their mentors or class-teachers for corrective actions.
- Whenever class tests are conducted, the results of the student's performance/awards are shown to the students to encourage them or counsel them for better future performance.
- All records are maintained i.e answer sheets, mark lists etc.
- Students can apply for viewing of corrected answer scripts in the University Examinations and then have the option for Revaluation regarding the end semester examinations.

### **2.5.4 The institution adheres to the academic calendar for the conduct of CIE**

#### **Response:**

JIT frames its semester-wise academic calendar for both its academic and examination activities. The academic calendar for Continuous Internal Evaluation for 2016-17 Odd/ Even Semester is given below:

#### **Academic Calendar – Session 2016-17**

**B.E. III / V/VII SEMESTER (ODD)**

<b>Events</b>	<b>Scheduled</b>
Start of Session (Commencement of Classes)	4th July 20
Orientation Program for 1st year & 2nd Year Students. (By HOD)	7th July 20
Declaration of Internal Marks Policy to Teachers (By HOD)	15th July 2
Monthly Attendance Submission with syllabus coverage & Display of Attendance for <b>July</b>	1th August
Issue of warning letter – I to irregular students(Calling by Mentors)	5th August
Display of Assignment – I with date of submission (at-least after One Week).	5th August
Student feedback – I	8th – 10th
Display of Unit Test Exam - I Timetable	11th August
Student Forum Installation	12th August
Display List of Project Groups & Guides for 7th Sem	14th August
Synopsis Seminar for title finalization 7th Sem	19th August
<b>Unit Test Exam – I for (3rd ,5th ,7th semester)</b>	22nd – 24th
Showing the answer sheet to students and discussion with students.	1th – 5th S
Monthly Attendance Submission with syllabus coverage for & Display of Attendance <b>August</b>	2nd Septem
Submission and display of marks Unit Test Exam – I	8th Septem
Progressive Seminar for 7th sem	14th Septem
Display of Assignment – II with date of submission (at-least after One Week).	15th Septem
Extra classes for direct second year polytechnic students	20th Septem
<b>Parents Teachers meet</b>	24th Septem
Display of University Exam Time table	26th Septem
Internal Exam for respective subject	30th Septem
Display of Sessional Exam - Timetable	3th Octobe
<b>Last Teaching Day</b>	4th Octobe

Monthly Attendance Submission with syllabus coverage & Display of Attendance for <b>September</b>	4th October	
<b>Sessional Exam</b>	21st -26th	
Showing the answer sheet to students and discussion with students.	2nd -05th	
Grievances if any to be submitted to Committee.		
Submission of marks Sessional Exam	8th November	
Course end survey, Department Feedback & Facilities Feedback	15th November	
Internal Marks Finalization (Theory & Practical).	16th November	
Display the academically weak students list (Course Wise);	16th November	
Display of remedial class time table for such students.		
Conduction of remedial classes (Before / after normal class schedule).	17th November	
Display of Final Attendance and Final Detention List; Final Attendance Submission with syllabus coverage	17th November	
Submission of Final Detention List to the office of Dean Academics.	18th November	
Issue of Final Detention Letter.	21th November	
Subject File and Portfolio Submission.	21th November	

**Mona Mulchandani**

**Dr. Pramod Patil**

**Academic Monitoring Cell co-ordinator**

**Principal**

## 2.6 Student Performance and Learning Outcomes

**2.6.1 Program outcomes, program specific outcomes and course outcomes for all programs offered by the Institution are stated and displayed on website and communicated to teachers and students**

**Response:**

### **PROGRAM OUTCOMES**

**Engineering knowledge, Problem analysis, Design/development of solutions, Conduct investigations of complex problems, Modern tool usage, The engineer and society, Environment and sustainability,**

**Ethics, Individual and team work, Communication, Project management and finance, Life-long learning**

**EE**

PEO-1: Succeed in employment/profession, or pursue post graduate or research in Electrical Engineering or in allied Engineering.

PEO-2: Have engineering breadth to innovate, design, and develop engineering products and to contribute in providing solutions related to multidisciplinary real life problems.

PEO-3: Have professional and ethical attitudes, effective communication skills and team work, life long learning to become successful professionals.

PSO1: Have knowledge, skills and expertise on non-renewal energy resources.

PSO2: Have expertise in handling challenges associated with Power Generation, Transmission and Distribution.

**CSE**

PEO1: Have ability to analyze the software requirements, understand the technical specifications, design and provide novel engineering solutions and efficient products.

PEO2: Have professional skills that secures them employment and have life-long learning attitude to adapt to the ever-changing professional environment.

PEO3: Have good communication skills to bridge the gap between advanced technology and end users in use of software and hardware products.

PSO1: Students will be able to use professional engineering practices, strategies and tactics for the development, operation and maintenance of software.

PSO2: Students will have expertise in the areas related to algorithms, system software, data structures, web design and networking for efficient design of software of varying complexity.

**ME**

PEO1: Excel in higher studies or in research by acquiring basic and advanced knowledge in mathematics, science and engineering.

PEO2: Have technical and soft skills for pursuing different careers in industries.

PEO3: Have ability to analysis data and technical concepts in application of product design and shall work as part of teams.

PSO 1: The students will be able to apply their knowledge in the field of engineering drawing, material sciences, fluid sciences and thermal engineering to solve engineering problems utilizing advanced

technology.

PSO 2: The student will be able to recognize, design, evaluate and solve engineering problems related to mechanical systems together with allied engineering streams.

PSO 3: The students will be able to apply economic & managerial skills to enhance the productivity of industries and also implement an idea to set up an enterprise.

### ETC

PEO1: Achieve in-depth knowledge of Electronics and Tele-communication Engineering in order to innovate, design and develop modern electronic systems to meet societal needs.

PEO2: Sustain intellectual curiosity in professional career and adopt lifelong learning.

PEO3: Have strong work ethics, professional attitude, team spirit, leadership skills and enterprising skills to serve industry and society.

PSO1: An ability to apply concepts of Electronics & Tele-communication Engineering to design and implement complex systems in the areas related to signal processing, embedded systems, VLSI and Communication Systems.

PSO2: An ability to make use of acquired technical knowledge for qualifying in competitive examinations at various levels.

### MBA

**PEO1:** Succeed in applying management principles and concepts to real world business and organizational issues.

**PEO2:** Excel as practicing Managers, Business Leaders, Academicians and Researchers.

**PEO3:** Hold professional and ethical attitudes, effective communication skills and team work, life-long learning to become successful profe

File Description	Document
COs for all courses (exemplars from Glossary)	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 2.6.2 Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution

**Response:**

**Attainment of Course Outcomes**

The assessment of course outcomes are through Internal examinations, assignments, Seminars, Projects, Viva voce. The internal questions are set with respect to blooms revised learning level. Each question is mapped to Course outcome.

**CO Assessment Rubrics:**

<b>CO Assessment</b>
<b>Internal Assessment</b>
<b>(20% weightage)</b>
<b>University Assessment</b>
<b>(80% weightage)</b>

Course Outcome is evaluated based on the performance of students in internal assessments and in university examination of a course. Internal assessment contributes 20% and university assessment contributes 80% to the total attainment of a CO.

**CO Assessment Tools:**

The various assessment tools used to evaluate COs and the frequency with which the assessment processes are carried out are listed below

**Direct Assessment Tools**

<b>DIRECT ASSESSMENT TOOLS</b>		
<b>Course Type</b>	<b>Assessment Tools</b>	<b>Minimum Frequency</b>
<b>Theory</b>	Class Test	Twice per course

	University Exam	Once per course	
<b>Practical</b>	Daily Performance	Every lab session	
	Model Lab exam	Once per course	
	University Exam	Once per course	
<b>Seminar</b>	Presentation	Once for final year	
<b>Project</b>	Zerorth Review	Once per course	
	First Review	Once per course	
	Second Review	Once per course	
	Demonstration/external evaluation	Once per course	
	Evaluation by Guide	Continuous evaluation	
<b>Viva Voce</b>	University Assessment	Once per program	

**CO Attainment Calculation of a Course (Sample format)**

<b>Assessment Tool</b>	<b>CO1</b>	<b>CO2</b>	<b>CO3</b>	<b>CO4</b>	<b>CO5</b>
<b>Class Test 1</b>					
<b>Class Test 2</b>					
<b>Assignment 1</b>					
<b>Assignment 2</b>					
<b>Internal attainment</b>					
<b>External attainment</b>					
<b>Total attainment</b>					

**Attainment of Program Outcomes and Program Specific outcomes**

	<b>CO Assessment</b>	
--	----------------------	--



Internal Assessment (20% weightage)	University Assessment (80% weightage)	
<p>PO/PSO assessment is done by giving 80% weightage to direct assessment and 20% weightage to indirect assessment. Direct assessment is based on CO attainment where 80% weightage is given to attainment through university exam and 20% weightage is given to attainment through internal assessments. Indirect assessment is done through program exit survey, alumni survey and employer survey where program exit survey and employer survey are given a weightage of 25% each and alumni survey is given a weightage of 50%.</p> <p>For CO,PO,PSO attainment the attainment levels shall be set considering average performance levels in the university examination or any higher value set as target for the assessment years. Attainment level is to be measured in terms of student performance in internal assessments with respect to the Course Outcomes of a course and in university examination. The attainment is calculated with rubrics set in each year.</p> <p>Target may be stated in terms of percentage of students getting more than university average ,class average marks or set by the program in each of the associated COs in the assessment instruments (midterm tests, assignments, mini projects, reports and presentations etc.). Attainment is measured in terms of actual percentage of students getting set percentage of marks. If targets are achieved then all the course outcomes are attained for that year. Program is expected to set higher targets for the following years as a part of continuous improvement. If targets are not achieved the program should put in place an action plan to attain the target in subsequent years.</p>		
<p><b>2.6.3 Average pass percentage of Students</b></p>		
<p><b>Response:</b> 85.06</p>		
<p>2.6.3.1 Total number of final year students who passed the examination conducted by Institution.</p>		
<p>Response: 148</p>		
<p>2.6.3.2 Total number of final year students who appeared for the examination conducted by the institution</p>		
<p>Response: 174</p>		
<p><b>File Description</b></p>	<p><b>Document</b></p>	
<p>Institutional data in prescribed format</p>	<p><a href="#">View Document</a></p>	

## 2.7 Student Satisfaction Survey

### 2.7.1 Online student satisfaction survey regarding teaching learning process

**Response:** 3.95

<b>File Description</b>	<b>Document</b>
Database of all currently enrolled students	<a href="#">View Document</a>

NVAAC

## Criterion 3 - Research, Innovations and Extension

### 3.1 Resource Mobilization for Research

**3.1.1 Grants for research projects sponsored by government/non government sources such as industry ,corporate houses, international bodies, endowment, chairs in the institution during the last five years (INR in Lakhs)**

**Response:** 0.49

3.1.1.1 Total Grants for research projects sponsored by the government/non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year-wise during the last five years(INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
0.485	0	0	0	0

#### File Description

#### Document

List of project and grant details

[View Document](#)

e-copies of the grant award letters for research projects sponsored by non-government

[View Document](#)

**3.1.2 Percentage of teachers recognised as research guides at present**

**Response:** 5.43

3.1.2.1 Number of teachers recognised as research guides

Response: 5

#### File Description

#### Document

Institutional data in prescribed format

[View Document](#)

Any additional information

[View Document](#)

**3.1.3 Number of research projects per teacher funded, by government and non-government agencies, during the last five year**

**Response:** 0.02

3.1.3.1 Number of research projects funded by government and non-government agencies during the last five years

Response: 2

File Description	Document
Supporting document from Funding Agency	<a href="#">View Document</a>
List of research projects and funding details	<a href="#">View Document</a>

## 3.2 Innovation Ecosystem

### 3.2.1 Institution has created an ecosystem for innovations including incubation centre and other initiatives for creation and transfer of knowledge

#### Response:

- JIT has established a product incubation centre(PIC) to facilitate innovative products development by students under the guidance of faculty members. Students' are invited to submit innovative product ideas along with 'seed fund' requirements to design and develop innovative products.
- The PIC is looked after by a group of faculty and students' members.
- Seed money of Rs 5000/Rs 10000 are sanctioned by PIC Committee to students' innovative ideas. Sometimes, management sanctions full funds to design and develop products and to participate in national level project competitions.
- In addition, JIT has EDP cell. Dr Sachin Choudhari is EDP in charge of college. Department wise in charges are Prof Anil Bavaskar-ETC/EN, Chetan Bhale- Electrical, Mahesh Chopde - MBA, Sajjanwar-Mechanical, Afshan Jabeen-CSE. JIT has signed MOU with Wadhvani foundation for entrepreneurship programs and currently conducting two courses WF100-Orientation program in entrepreneurship, WF101-Basic program in entrepreneurship.
- Workshops on Entrepreneurship Development by Shri Nitin Gadkari , Entrepreneurship using Modern day tools by Shri Krishna Kumar Jawandiyaa, Associate Director of Flipkart India are organized in order to promote entrepreneurship skill.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

### 3.2.2 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the last five years

#### Response: 75

#### 3.2.2.1 Total number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
18	17	16	15	9

File Description	Document
Report of the event	<a href="#">View Document</a>
List of workshops/seminars during the last 5 years	<a href="#">View Document</a>

### 3.3 Research Publications and Awards

<b>3.3.1 The institution has a stated Code of Ethics to check malpractices and plagiarism in Research</b>	
<b>Response:</b> Yes	
File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

<b>3.3.2 The institution provides incentives to teachers who receive state, national and international recognition/awards</b>	
<b>Response:</b> No	
File Description	Document
List of Awardees and Award details	<a href="#">View Document</a>
e- copies of the letters of awards	<a href="#">View Document</a>

<b>3.3.3 Number of Ph.D.s awarded per teacher during the last five years</b>	
<b>Response:</b> 1.86	
3.3.3.1 How many Ph.Ds awarded within last five years	
Response: 13	
File Description	Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	<a href="#">View Document</a>

<b>3.3.4 Number of research papers per teacher in the Journals notified on UGC website during the last five years</b>	
<b>Response:</b> 0.05	
3.3.4.1 Number of research papers in the Journals notified on UGC website during the last five years	

2016-17	2015-16	2014-15	2013-14	2012-13
1	2	0	1	0

File Description	Document
List of research papers by title, author, department, name and year of publication	<a href="#">View Document</a>

### 3.3.5 Number of books and chapters in edited volumes/books published and papers in national/international conference proceedings per teacher during the last five years

**Response:** 0

3.3.5.1 Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
List books and chapters in edited volumes / books published	<a href="#">View Document</a>

## 3.4 Extension Activities

### 3.4.1 Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years

**Response:**

- JIT's NSS Unit organizes many social service and community development programs and inculcates the importance of social responsibility and service in the minds of students.
- JIT's Placement & Career Guidance Cell creates self confidence particularly to the newly admitted students at first year level. The cell also interacts frequently with students and clears the doubts related to academic and personal matters of the students.
- JIT has established Entrepreneur Development Cell(EDC). The objectives of the cell are
  - Developing entrepreneurial spirit, characteristics and personality among students.
  - Developing technical, technological and professional competency needed for employment and productive work.
  - Managerial capabilities to run business or self-employment activities successfully.
  - To contribute towards creation and dissemination of new knowledge and insight in

entrepreneurial theory and practice.

- JIT promoted the institution neighborhood community network by organizing the following activities:
  - Health Awareness Camps.
  - Blood Donation Camps
  - Tree Plantation Camps.
  - Literacy events to make more village people literate.
  - Clean and green activities and Awareness on Environment protection
  - Nurturing employable skills among the unemployed youth
  - Swachha Bharat Abhiyan
  - Health Check-up Camps
  - Project Workshops for Polytechnic Students
  - Workshops for 12th Standard Students ,“ DST Sponsored INSPIRE Science Camp-2017 (Ref. No. DST/INSPIRE/01/2016/000901) Sanctioned amount Rs 9,75,000/- ”

In addition, JIT organizes different social service activities in association with other social activities groups like Rotaract, LionsClub etc

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

### 3.4.2 Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

**Response: 1**

3.4.2.1 Total number of awards and recognition received for extension activities from Government /recognised bodies year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
1	0	0	0	0

File Description	Document
Number of awards for extension activities in last 5 years	<a href="#">View Document</a>

### 3.4.3 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 last five years

**Response: 53**

3.4.3.1 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
19	15	8	7	4

File Description	Document
Reports of the event organized	<a href="#">View Document</a>
Number of extension and outreach programs conducted with industry,community etc for the last five years	<a href="#">View Document</a>

**3.4.4 Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years**

**Response:** 69.85

3.4.4.1 Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
842	778	637	403	307

File Description	Document
Report of the event	<a href="#">View Document</a>
Average percentage of students participating in extension activities with Govt. or NGO etc.	<a href="#">View Document</a>

### 3.5 Collaboration

**3.5.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc during the last five years**

**Response:** 128



3.5.1.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
45	33	24	14	12

File Description	Document
Number of Collaborative activities for research, faculty etc.	<a href="#">View Document</a>
Copies of collaboration	<a href="#">View Document</a>

**3.5.2 Number of functional MoUs with institutions of National/ International importance, Other Institutions, Industries, Corporate houses etc., during the last five years (only functional MoUs with ongoing activities to be considered)**

**Response: 7**

3.5.2.1 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years (only functional MoUs with ongoing activities to be considered)

2016-17	2015-16	2014-15	2013-14	2012-13
1	2	2	1	1

File Description	Document
e-copies of the MoUs with institution/ industry/ corporate house	<a href="#">View Document</a>
Details of functional MoUs with institutions of national, international importance, other universities etc. during the last five years	<a href="#">View Document</a>

## Criterion 4 - Infrastructure and Learning Resources

### 4.1 Physical Facilities

**4.1.1 The institution has adequate facilities for teaching- learning. viz., classrooms, laboratories, computing equipment, etc.**

**Response:**

JIT has adequate classrooms, laboratories, computing equipment etc., to facilitate teaching-learning in the campus:

Particulars			Number of Rooms	Clear Carpet area of Each Room (sq. m.)	T
Class Rooms	UG	B.E.	20	66 and more	
	PG	MBA	02	66 and more	
		M. Tech.	02(Tutorials)	33	
Tutorials			06	33	
Drawing Halls			01	132	
Seminar Halls	UG	B.E.	03	132	
	PG	MBA	01	135	
		M. Tech.	--	--	
Conference Room			--	--	
Computer Centre			01	168	
Library			01	426	
All Laboratories/Workshops			47 Labs + 05 Workshops	66 or more for Labs. & 200 for Workshops	
<b>Grand Total</b>					

In addition, JIT is having the following computing facilities in the Campus:

Departments	Number of Computer Labs	Number of Systems

Computer Science & Engineering	08	160
Mechanical Engineering	01	20
Electrical Engineering	01	20
Electronics & Telecommunication	01	20
MBA	01	20
Applied Sciences & Humanities	--	--
Others (Language Lab, Office/Admin, Faculty etc).	01 (Language Lab) + Admin. Office + Faculty	100

<b>File Description</b>	<b>Document</b>
Any additional information	<a href="#">View Document</a>

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

##### Response:

JIT has adequate sports and games facilities (indoor, outdoor, gymnasium), in addition to facilities for Meditation and Yoga.

- JIT strikes a balance between the axioms “Knowledge is Power” and “Health is Wealth”.
- JIT promotes sports and games and offers individuals an opportunity to enhance health along with self knowledge, personal development, courage and social interaction.
- JIT develops team spirit, leadership qualities and organizing abilities among the students.
- Sports & Games meets are organized regularly in the college.
- Students of all departments participate and prove their talents.
- Full time qualified Physical Director is appointed to look after the day to day games and sports activities of the college.
- The outdoor games such as volley ball, cricket, football etc are also provided.
- A separate indoor games facility for playing shuttle badminton, table-tennis, caroms and chess, is provided and it is being used by the students regularly.
- A well-equipped gymnasium is maintained in the college premises.
- Music room and Music club is available for the students.
- Open air terrace is available for use for meditation and yoga.
- “SHIKHAR” A technical event is organized every year for the students to show and enhance their technical skills.
- “JALLOSH” A cultural event is also organized every year for the students to participate and show their talent in various event like singing, dancing, fashion show etc.

Facilities	Number available
Volleyball Court	01
Basketball	01
Shuttle Badminton Court	01

Kabbadi Court	01
Chess Boards	03
Carom Boards	03
Table Tennis Boards	02

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

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

**Response:** 53.85

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 14

File Description	Document
Number of classrooms and seminar halls with ICT enabled facilities	<a href="#">View Document</a>
any additional information	<a href="#">View Document</a>

**4.1.4 Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.**

**Response:** 21.22

4.1.4.1 Budget allocation for infrastructure augmentation, excluding salary year-wise during the last five years (INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
50	65	50	80	80

File Description	Document
Details of budget allocation, excluding salary during the last five years	<a href="#">View Document</a>
Audited utilization statements	<a href="#">View Document</a>

## 4.2 Library as a Learning Resource

#### 4.2.1 Library is automated using Integrated Library Management System (ILMS)

##### Response:

•**Library Automation: All the data relating to the Library is computerized and bar coding has been introduced.**

- **OPAC:** An OPAC (Online Public Access Catalogue) has been created and about 2 terminals are provided to facilitate its access. It is also made available via LAN in the campus.
- **e-Journals:** Subscribes to J-GATE.

•**Federated searching tools to search articles in multiple databases: A web based search engines are used to search articles in multiple databases and it is an emerging feature of automated, Web-based library and information retrieval systems.**

•**Library Website: Library information is available on Institute Website.**

•**In-house/remote access to e-publications: Both Faculty and students can access to e-Publications like E-journals, E-books and NPTEL Resources through LAN or Wi-Fi connectivity.**

•**Total number of computers for public access: 10 computers are available for public access in the Digital library**

•**Internet bandwidth/speed: Internet Band Width in the library is 32 MBPS.**

•**Participation in Resource sharing networks/consortia (like Inflibnet): DELNET**

- **ERP Software:** Library has ERP Software (Centrally Managed). Version –TAN 1.2

Designed and developed by Tantransh Solutions, Nagpur.

[www.tantranshsolutions.com](http://www.tantranshsolutions.com) DELPUS Software is also available developed by DELNET.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

#### 4.2.2 Collection of rare books, manuscripts, special reports or any other knowledge resources for library enrichment

##### Response:

- Rare Books : Yes, some titles
- Reference :Yes
- Reprography :Yes
- ILL(InterLibraryLoanService) :ThroughDELNET
- Information deployment and notification : Library deploy information in the form of video courses, web courses, question banks ,department exercises, notes, project reports, case studies and university question papers
- Download :Yes (E-Journals, E-booksetc.)
- Printing :Yes
- Reading list/Bibliography compilation :Yes
- In-house/remoteresources :Yes
- User Orientation and awareness :orientation and awareness seminars are

organized for library staff, students and faculty members

- Assistance in searching Databases :Yes
- INFLIBNET/IUC facilities :DELNET

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

#### 4.2.3 Does the institution have the following:

- 1.e-journals
- 2.e-ShodhSindhu
- 3.Shodhganga Membership
- 4.e-books
- 5.Databases

**A. Any 4 of the above**

**B. Any 3 of the above**

**C. Any 2 of the above**

**D. Any 1 of the above**

**Response:** B. Any 3 of the above

File Description	Document
Details of subscriptions like e-journals,e-ShodhSindhu,Shodhganga Membership etc.	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**4.2.4 Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)****Response:** 4.17

4.2.4.1 Annual expenditure for purchase of books and journals year-wise during the last five years (INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
7.79599	2.72480	3.34815	2.80071	4.17494

File Description	Document
Details of annual expenditure for purchase of books and journals during the last five years	<a href="#">View Document</a>
Audited statements of accounts	<a href="#">View Document</a>

**4.2.5 Availability of remote access to e-resources of the library****Response:** Yes

File Description	Document
Details of remote access to e-resources of the library	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**4.2.6 Percentage per day usage of library by teachers and students****Response:** 1.98

4.2.6.1 Average number of teachers and students using library per day over last one year

Response: 20

File Description	Document
Details of library usage by teachers and students	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**4.3 IT Infrastructure****4.3.1 Institution frequently updates its IT facilities including Wi-Fi**

**Response:**

- The institution has latest IT facilities with internet connection of 32Mbps bandwidth and LAN speed from minimum 100 Mbps to maximum 1 Gbps.
- It regularly updates its IT and internet facilities.
- Already a leased line of 1Gbps is in process from the service provider-JIO and it will be in effect very soon.
- **Number of computers with Configuration (provide actual number with exact configuration of each available system)**

Sl. No.	Configuration	No. of systems
1	i3 Systems & higher capabilities	02(Laptops)
2	Dual Core & CoreDUOSystems	400 + 04 (Laptops)
3	P-IVSystems & Pentium Systems	Nil
<b>Total Number of Systems</b>		406

**1. Computer-studentratio**

UG- 1:4                      PG- 1:2

**2. Stand alone facility:**

50 systems are provided with stand alone facility

**3. LAN facility**

All computing labs are provided with LAN facility

**4. Wi-Fi facility:**

Wi-Fi facility is available in the institute. High-Speed Internet via JIO is getting installed.

**5. Software**

Department	Software
Mechanical Engineering	Scilab by CeCILL, Open Office & Latex by LGPL, GNU/Linux, KiCAD, FreeCAD & GCC by GPL. BRL-CAD by BSD
Electrical Engineering	Scilab by CeCILL, Open Office & Latex by LGPL, GNU/Linux & GCC by GPL.
Electronics & Tele-Communication	Scilab by CeCILL, Open Office & Latex by LGPL, GNU/Linux,



Engineering	GCC, GNU Binutils, SDCC, ghd, freehdl by GPL, NASM, FASM & Magic by BSD,
Computer Science Engg.	Open Office & Latex by LGPL, GNU/Linux & GCC by GPL, Octave by GPL
MBA	Open Office & Latex by LGPL, GNU/Linux & GCC by GPL.
S&H	Maxima by GPL for Mathematics. Scilab by CeCILL for Chemistry & Physics

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

#### 4.3.2 Student - Computer ratio

**Response:** 2.26

File Description	Document
Student - Computer ratio	<a href="#">View Document</a>

#### 4.3.3 Available bandwidth of internet connection in the Institution (Lease line)

**>=50 MBPS**

**35-50 MBPS**

**20-35 MBPS**

**5-20 MBPS**

**Response:** 20-35 MBPS

File Description	Document
Details of available bandwidth of internet connection in the Institution	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 4.3.4 Facilities for e-content development such as Media Centre, Recording facility, Lecture Capturing System (LCS)

<b>Response:</b> Yes	
<b>File Description</b>	<b>Document</b>
Facilities for e-content development such as Media Centre, Recording facility,LCS	<a href="#">View Document</a>
Link to photographs	<a href="#">View Document</a>

#### 4.4 Maintenance of Campus Infrastructure

<b>4.4.1 Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years</b>				
<b>Response:</b> 44.81				
4.4.1.1 Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component year-wise during the last five years (INR in Lakhs)				
2016-17	2015-16	2014-15	2013-14	2012-13
220.13731	89.70827	235.19621	124.19372	80.35294
<b>File Description</b>		<b>Document</b>		
Details about assigned budget and expenditure on physical facilities and academic facilities		<a href="#">View Document</a>		
Audited statements of accounts.		<a href="#">View Document</a>		

#### 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.

##### **Response:**

- A well established system exists in the institution for maintaining and utilizing physical infrastructure, academic and support facilities.
- For Housekeeping, Shree Cleaning Services Pvt. Ltd, a local cleaning service provider has been given contract and it is renewed every year.
- Academic support facilities are also updated, upgraded and maintained with properly defined schedule.
- Sports facilities are maintained are renewed for students and staff for competing at the University, District and State levels.
- Laboratory equipment and other instruments are repaired, upgraded as per latest requirements from time to time and a Dead Stock Register is maintained for obsolete equipment.
- Auditorium is available is college which is used for various programmes conducted at department

and central level and a log book is maintained.

NAAC

## Criterion 5 - Student Support and Progression

### 5.1 Student Support

#### 5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

**Response:** 69.72

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
719	713	653	537	316

File Description	Document
Upload self attested letter with the list of students sanctioned scholarships	<a href="#">View Document</a>
Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years	<a href="#">View Document</a>

#### 5.1.2 Average percentage of students benefited by scholarships, freeships, etc. provided by the institution besides government schemes during the last five years

**Response:** 16.73

5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution besides government schemes year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
351	288	59	42	0

File Description	Document
Number of students benefited by scholarships and freeships besides government schemes in last 5 years	<a href="#">View Document</a>

#### 5.1.3 Number of capability enhancement and development schemes –

1. For competitive examinations
2. Career counselling
3. Soft skill development
4. Remedial coaching
5. Language lab
6. Bridge courses
7. Yoga and meditation
8. Personal Counselling

A. 7 or more of the above

B. Any 6 of the above

C. Any 5 of the above

D. Any 4 of the above

**Response:** A. 7 or more of the above

File Description	Document
Details of capability enhancement and development schemes	<a href="#">View Document</a>
Link to Institutional website	<a href="#">View Document</a>

#### 5.1.4 Average percentage of student benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years

**Response:** 26.43

5.1.4.1 Number of students benefited by guidance for competitive examinations and career counselling offered by the institution year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
432	187	154	168	178

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	<a href="#">View Document</a>

#### 5.1.5 Average percentage of students benefited by Vocational Education and Training (VET) during

**the last five years****Response:** 0**5.1.5.1 Number of students attending VET year-wise during the last five years**

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

**File Description****Document**

Details of the students benefitted by VET

[View Document](#)**5.1.6 The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases****Response:** Yes**File Description****Document**

Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee

[View Document](#)

Details of student grievances including sexual harassment and ragging cases

[View Document](#)**5.2 Student Progression****5.2.1 Average percentage of placement of outgoing students during the last five years****Response:** 48.79**5.2.1.1 Number of outgoing students placed year-wise during the last five years**

2016-17	2015-16	2014-15	2013-14	2012-13
63	92	90	79	53

File Description	Document
Self attested list of students placed	<a href="#">View Document</a>
Details of student placement during the last five years	<a href="#">View Document</a>

### 5.2.2 Percentage of student progression to higher education (previous graduating batch)

**Response:** 10.71

#### 5.2.2.1 Number of outgoing students progressing to higher education

Response: 15

File Description	Document
Upload supporting data for student/alumni	<a href="#">View Document</a>
Details of student progression to higher education	<a href="#">View Document</a>

### 5.2.3 Average percentage of students qualifying in State/ National/ International level examinations during the last five years (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)

**Response:** 100

#### 5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil services/ State government examinations) year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
13	11	17	15	16

#### 5.2.3.2 Number of students who have appeared for the exams year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
13	11	17	15	16

File Description	Document
Number of students qualifying in state/ national/ international level examinations during the last five years	<a href="#">View Document</a>

### 5.3 Student Participation and Activities

#### 5.3.1 Number of awards/medals for outstanding performance in sports/cultural activities at national / international level (award for a team event should be counted as one) during the last five years.

**Response:** 0

5.3.1.1 Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one) year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at national/international level during the last five years	<a href="#">View Document</a>
e-copies of award letters and certificates	<a href="#">View Document</a>

#### 5.3.2 Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution

**Response:**

JIT has numerous committees where faculty members and students are committee members. These committees frequently meet and the minutes of meetings are forwarded to the Principal and Management for corrective actions. The list of committees where students are also members are listed here

1. Student Representative Council (SRC)
2. Internal Quality Assurance Cell (IQAC)



<b>File Description</b>	<b>Document</b>
Any additional information	<a href="#">View Document</a>

### 5.3.3 Average number of sports and cultural activities/ competitions organised at the institution level per year

**Response:** 24.2

5.3.3.1 Number of sports and cultural activities / competitions organised at the institution level year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
26	25	27	23	20

File Description	Document
Report of the event	<a href="#">View Document</a>
Number of sports and cultural activities / competitions organised per year	<a href="#">View Document</a>

## 5.4 Alumni Engagement

### 5.4.1 The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years

#### Response:

JIT has Alumni Association and the registered Alumni Association will be formed shortly.

Alumni association was started in the year 2017. Its motive is to bring together all the Alumni to share their experiences and to extend their helping hand and provide guidance to the budding engineers of the college.

All the passed out students of the college become members of the Alumni Association.

The Alumni spread around the globe, support the college in various activities. It organizes yearly meet in College/Nagpur/Mumbai every year.

Alumni association organizes various technical seminars/ guest lectures, motivates and guides students for their academic improvement.

In addition it organizes a career building programme for first year students.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

### 5.4.2 Alumni contribution during the last five years(INR in Lakhs)

? 5 Lakhs

4 Lakhs - 5 Lakhs

3 Lakhs - 4 Lakhs

1 Lakh - 3 Lakhs

**Response:** <1 Lakh

File Description	Document
Alumni association audited statements	<a href="#">View Document</a>

### 5.4.3 Number of Alumni Association / Chapters meetings held during the last five years

**Response: 3**

#### 5.4.3.1 Number of Alumni Association /Chapters meetings held year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
1	1	1	0	0

File Description	Document
Number of Alumni Association / Chapters meetings conducted during the last five years.	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Report of the event	<a href="#">View Document</a>

## Criterion 6 - Governance, Leadership and Management

### 6.1 Institutional Vision and Leadership

#### 6.1.1 The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution

##### Response:

##### Vision

To become an eminent institution through knowledge and research.

##### Mission

- To produce world class engineers with academic and moral excellence who are not only equipped with cutting edge technology skills but also possess immense sense of social responsibility.
- To inculcate awareness and acceptance of ethical values through co-curricular activities for overall development of students.

The nature of governance,

The Board of Trustee is the highest body that monitors the progress of the college and suggests activities for the growth and overall development of the institution. It also aims at giving desired shape to the institution to meet the highest standards in the field of technical education.

The Governing Council of the college has been constituted as per the AICTE norms, New Delhi, India. The main objective of the Council is to offer transparent and effective governance in building and developing the institution, taking the confidence of stakeholders.

The Governing Council (GC) of an institution is collectively responsible for overseeing the institution's activities, determining its future direction, and fostering an environment in which the institutional mission is achieved. The key responsibility of the GC is to develop and implement the mission, vision, quality policy, and strategic plan of the institution. The short term and long term goals are reviewed periodically if necessary, revised strategies are implemented. It should suggest to the institute to achieve quality both in internal and external parameters like teaching-learning process, good academic and administrative practices, bench marking, risk management including financial, physical, staff so as to meet the interests of stakeholders viz. students, parents, alumni, employers, local communities, government and others representing public interest.

##### Goals of the College:

##### Short Term Goals

- Constant up gradation bridge courses/ enrichment programs to minimize gaps between learning outcomes and employability.
- Upgrading quality of faculty and staff through extensive training in content, Andragogy, Managerial Capabilities and qualification.

- Improving interaction with industry and alumni and involving them in a variety of institutional activities and growth.
- Special support to weak students, focusing on ensuring equity among all categories of students.
- Inculcating team spirit and helping fellow students through Peer Learning Groups.
- Improving employability of students through strong training and placement services.
- Encouraging innovation and self-employment through entrepreneurship development and creation of incubation cell.
- Organizing conferences, Tech fest, Social activities and Offering value-added courses beyond the curriculum during off hours for students as well as local community.
- To get Quality Assurance through NAAC, NBA Accreditation by 2018-19.

### Long Term Goals

- Sponsored and collaborative research with industries, tailor-made training for working professionals, testing and calibration services.
- Involving external experts to offer special courses to the students in the college.
- Motivating & transforming faculty from primarily teaching to research, development and innovation.
- Inviting industry to start value added programmes in the college.
- Offering online and offline courses through video conferencing, electronic library, World Wide Web etc.

### Involvement of teachers in decision making bodies

The faculties are involved as members in various decision making bodies like Governing council, Anti Ragging committee, Women empowerment cell, Grievance Redressal cell etc. Apart from these faculties are assigned with positions of HOD, Head of different committees to discharge their duties as decision maker.

File Description	Document
Any additional information	<a href="#">View Document</a>

### 6.1.2 The institution practices decentralization and participative management

#### Response:

Management members are highly qualified with keen interest in corporate social responsibility as well as research. Management members are highly observant about overall development of students. They closely monitor their academics, personality development as well as placement even after their graduation.

#### Role of Top Management

The college has a governing council that has Principal as Member Secretary which meets at least once in a year and has the following responsibilities

- Sets objectives in consonance with the quality policies and shares its vision through periodic Governing Council (GC), Internal Quality Assurance Committee (IQAC) and Local Management Committee (LMC) meetings
- Hires competent, dedicated individuals to implement teaching-learning process effectively to realize the vision and mission of the institute
- Creates an atmosphere that is fair, transparent, motivating and conducive to faculty and staff to realize their potential
- Makes financial provision to provide infrastructure and facilities suitable for effective services and to cater to further requirements as per growing needs decentralization in administration with various heads for academic monitoring, promotional activities, student co-curricular & extra-curricular activities, consultancy etc.
- To motivate, empower and encourage the Principal and staff to prepare and implement Quality Policy.
- To encourage innovation and excellence in all departments of the Institute.
- To provide Institutional benefits to the faculty and staff involved in preparation and implementation of Quality Policy and plans.
- To provide research facilities for the benefit of staff and students.
- To provide necessary manpower and infrastructure for the scrupulous implementation of Quality Policy and plans.
- To extend authority, support and freedom to all the staff engaged in implementation of Quality Plans.
- To consult the Principal and other experts (in-house as well as outside) on all matters for enhancing the Quality of Institutional activities

#### **Role of the Principal and Vice Principal:**

The Principal provides support and empowers staff and students and takes a proactive role in the design and implementation of quality policy and all academic activities.

#### **Duties of Principal:**

- To determine the quality policy, educational character and mission of the institute and for oversight of its activities.
  - To ensure maintenance of quality in all areas of the institute as per the Institute's Quality Policy and guide lines from NBA, NAAC, AICTE, and affiliating University.
  - To prepare infrastructure development plans, budget requirements and obtain approval, keeping in mind the Quality maintenance aspects.
  - To improve the quality of publications, quality of website and research activities of the institute.
  - To maintain and enforce strict discipline in the campus.
  - To collaborate with industry and undertake developmental activities that are mutually beneficial.
  - To conduct internal and external examinations as per the Quality guide lines and academic calendar of the affiliating university.
  - Motivates and monitors a team of faculty and staff to realize the institute's vision and mission
  - Sets up rules & regulations of the institution for effective governance, transparent administration and participatory decision making for collective responsibility
- Creates a climate that is challenging, satisfying and ensures faculty retention, ensures faculty competency and encourages team building
- Ensures availability of infrastructure and other facilities to satisfy academic and administrative

requirements

- Create a climate conducive for faculty to absorb the spirit of the institute's values and sustain it.

### Role of Faculty:

All faculty actively participate in design and implementation of the Quality Policy as recommended by IQAC and plans of the institute.

### Duties of Faculty:

- To educate the students using latest and innovative teaching methodologies.
- To motivate the students for participation in beyond syllabus activities such as intercollegiate, interzonal activities, IIT Tech-fest, state & national-level competitions, conferences and workshops.
- To fetch technical consultancies from industries for the best use of institute resources.
- To generate and ensure maintenance of quality plan as per the standard enforced by the accreditation agencies like NAAC, NBA, affiliating University and professional societies.
- To participate in relevant workshops/seminars/symposia/FDPs.
- To collaborate with the campus web team and ensure updating and correctness of institute website and E-learning process.
- To counsel the slow learning and differently abled students to improve their academic performance
- To become members in engineering professional bodies and keeping abreast of the latest developments in their areas of interests/research and Quality aspects.
- To inculcate the spirit of maintaining Quality in all the Endeavours undertaken by students.

JIT functions with perfect decentralized administration that has complete transparency in the decision making process. The motives of decentralized administration are a) to enhance democracy in decision making, b) to promote the effective and efficient use of resources in education, c) to make public education more responsive to local needs, d) to reduce the central government's and increase local groups' financial responsibility for higher education, and e) to enable institute and teachers to exercise greater professional autonomy. For the smooth functioning of JIT various committees are constituted as listed below.

Sr. No.	Functional Committee	Committee In Charge	Responsibility
1	Academic Monitoring Cell/IQAC	Prof. Mona Mulchandani	To deal with academic with the help of members
2	Disciplinary Committee	Dr. Debashis Bhowmick	To conduct enquiry with help of committee suggest action against and faculty who
3	Anti Ragging Committee	Dr. Narendra Bawne	To see the campus
4	Cultural / Hospitality/Hobby	Prof. Gulshan Makkad	To coordinate the

	club Committee		cultural program hospitality to inv
5	Hostel Committee	Mr. Kunal Moitra	To run the hostel the help of comm
6	Placement and Training	Prof. Kunal Padole	To enhance empl of the students. T placement oppor students.
7	Industry Institute Interaction Committee	Prof. Kunal Padole	To bridge the gap industry and inst
8	Women Empowerment and grievance)	Ms. Madhavi Wairagade	To coordinate th seeing into the g women and give their empowerme
9	Library Committee	Prof. Anil Bawaskar	To see the requir Library and make smooth way with cooperation of co members
10	Canteen Committee	Mr. Kunal Moitra	To see the canteen smooth manner a requirements of t with the help of c members
11	Planning, Approvals, Accreditations & Certifications Committee	Dr, Narendra Bawane	To coordinate th planning and get concerned author
12	Transport Committee	Mr. Kunal Moitra	To look into the transport and wo direction to give facilities
13	NSS Committee	Mr. Biswajit Saha	To train the stud members to parti National Social S programmes with coopertation of c members
14	Management Information System Committee	Dr, Indrani Das Sarma	To coordinate the collecting data o activities conduc and give update and when require
15	R&D Committee	Dr. Sachin Chaudhury	To investigate lat prorammes to an



			them in the insti development of t and staff with the committee memb
16	Relationship Management Cell Committee	Mr. Kunal Moitra	To maintain cor with inside peopl people
17	Editorial Committee	Ms. Naina Jagyasi	To coordinate th preparation of co and magazines.
18	Sports Committee	Mr. Biswajit saha	To develop the activities and fac make our student inter college spor
19	Entrepreneurship Development Cell	Dr. Sachin Chaudhury	To promote ent development skill students and con seminars & work
20	Alumni Committee	Prof. Nakul Nagpal	To make event together of old st
21	Examination Committee	Prof. Suwarna Hazare	To ensure t Conduction of ex University exami

NAAC

NAAC

For each committee a group of faculties are delegated to execute decisions made at central level.

The management promotes a culture of participative management by involving the entire faculty

- To take part in college –local community relationship
- The Principal, Vice Principal along with other members of the different Committees are actively involved in the working of the college along with its governance and management.
- To interact with human resources, research, community's productivity and service.
- Faculty and student involvement is encouraged in developmental activities.
- Examination results and strategic plan are reviewed in detail and corrective actions taken.
- To coordinate with many committees at institute level under different designations like Coordinators, Conveners etc.

## 6.2 Strategy Development and Deployment

### 6.2.1 Perspective/Strategic plan and Deployment documents are available in the institution

#### Response:

At JIT, every year actions taken on strategic plan are reviewed in detail necessary steps are subsequently taken in order to achieve the targeted goal. Out of many activities in line to strategy the most highlighted are

1. International Conferences are being annually organized since 2013-14. Till date 4 International Conferences have been organized.
2. Institutional Social Responsibility 'Disha' is being organized since 2012. Till date 5 events have been organized.
3. National level Techfest 'SHIKHAR' is annually organized since 2010. Till date 8 SHIKHAR have been organized.

#### Case study

It was being resolved in the Governing body meeting dated 19-11-2013 that to incline and arose the interest of research amongst the staff and student of JIT we should hold conferences and also should collaborate with other technical and research organizations and universities in India and abroad to expand the dimension and opportunities for our researchers. In compliance to this decision we have organized an international conference in the academic year 2013-14 at our premises. It was a grand event not only in terms of participations and research exchanges but also in terms of presence of eminent personalities. The conference was inaugurated at the hands of **Padmashree Dr. Vijay Bhatkar**, in presence of renowned researchers and laureates **Dr. Wee Shaw from England** and **Dr. Ameenul Haque (Ex-VC, Bangladesh Technical University) from Bangladesh**. In all we received around 400 research paper from all over the country and around 302 were peer reviewed and published in reputed international Journal. Since then every year we are conducting international conferences in collaboration with different Indian and foreign universities.

### 6.2.2 Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism

#### Response:

#### Functions of key Academic positions

The functions of various key positions are depicted in table below.

Positions	Functions
Board of Trustees	<ul style="list-style-type: none"> <li>• Frames directive principles and policies.</li> <li>• Manages, administers and controls the Trust fund and properties and inst</li> </ul>

	<p>belonging to the Trust under its management.</p> <ul style="list-style-type: none"> <li>• Frames rules and regulations necessary for the proper and efficient administration of the Trust and institution under the Trust.</li> </ul>	
<b>Governing Council</b>	<ul style="list-style-type: none"> <li>• Guides the institution in academics, student and faculty development, and</li> <li>• Helps the institution in its pursuit to become a centre of excellence and establish milestones in continuous improvement.</li> </ul>	
<b>Director (Technical)</b>	<ul style="list-style-type: none"> <li>• Approves the budget presented by the Principal and monitors the budget</li> <li>• Mobilizes resources for the development of the institution.</li> <li>• Approves academic plans proposed by the Principal and allocates funds for execution.</li> <li>• Oversees the overall development of the institute.</li> </ul>	
<b>Director (HR-Admin )</b>	<ul style="list-style-type: none"> <li>• Day to day administration of college</li> <li>• Manpower planning &amp; Recruitment of the staff for college</li> <li>• Development of college</li> <li>• Expansion of the institute</li> <li>• Students' welfare</li> <li>• Training &amp; Development of staff</li> <li>• Active member for strategic planning &amp; decisions related to college.</li> </ul>	
<b>Principal</b>	<ul style="list-style-type: none"> <li>• Defines and delegates various responsibilities in the organization.</li> <li>• Ensures periodic monitoring &amp; evaluation of various processes in the institution</li> <li>• Ensures effective purchase procedure.</li> <li>• Prepares annual budget in consultation with HODs.</li> <li>• Conducts periodic meeting of various bodies such as Library Committee, Grievance Redressing committee and Women's Grievances Redressal Committee etc.</li> <li>• Prepares and executes academic calendar.</li> <li>• Monitors and evaluates teaching learning process periodically and suggests corrective measures.</li> <li>• Constitutes student council.</li> <li>• Arranges internal audits.</li> <li>• Maintains minutes of all meetings.</li> <li>• Initiates new academic proposals.</li> <li>• Arranges Faculty/Staff Development Programs.</li> <li>• Conducts Students' feedback analysis</li> <li>• Conducts weekly meetings with H.O.Ds and periodic meetings with Faculty members to review the academic progress</li> </ul>	
<b>Vice Principal</b>	<ul style="list-style-type: none"> <li>• The Vice-Principal shall, in the absence of the Principal, assume the duties and responsibilities of the Principal.</li> <li>• As a bridge between Principal and administrative officer.</li> <li>• Other duties of the Vice-Principal shall be those worked out by mutual agreement with the Principal</li> </ul>	
<b>Academic Monitoring Committee(AMC) / Internal Quality Assurance Cell (IQAC)</b>	<ul style="list-style-type: none"> <li>• Oversees the Teaching Learning Process</li> <li>• Carries out result analysis and suggest corrective measures.</li> <li>• Initiates supplementary teaching measures.</li> <li>• Arranges Orientation programs for first year students</li> <li>• Arranges periodic Academic audits.</li> <li>• Adopts measures to develop a quality system for conscious, consistent and</li> </ul>	

	<p>programmed action to improve the academic and administrative performance of the College</p> <ul style="list-style-type: none"> <li>• Promotes measures for institutional functioning towards quality enhancement and internationalization of quality culture and institutionalization of best practices</li> </ul>
<b>Heads of Departments</b>	<ul style="list-style-type: none"> <li>• Allocates workload for faculty members.</li> <li>• Guides faculty members to organize lectures and laboratory sessions and practicals in the same.</li> <li>• Ensures alternative arrangement when faculty goes on leave.</li> <li>• Reviews students' performance.</li> <li>• Adopts measures for modernizing and developing labs</li> <li>• Initiates measures for motivating faculty and developing team spirit</li> <li>• Chairs Academic Committee</li> <li>• Deputes staff in the proper conduct of examinations and evaluations.</li> <li>• Organizes interactive meetings with students, and arranges feedback sessions</li> <li>• Oversees the creation and maintains a departmental database of faculty, and students.</li> <li>• Motivates staff members to organize consultancy and continuing education courses</li> <li>• Identifies new courses and programs</li> <li>• Oversees planning of departmental activities: Timetable, Schedule of laboratory sessions</li> <li>• Identifies training needs of faculty and supporting staff.</li> <li>• Reviews the progress of sponsored projects, if any.</li> <li>• Recommends and forwards Leaves and submissions to administration.</li> <li>• Carries out performance assessment of faculty to improve faculty performance</li> <li>• Conducts meetings of supporting staff of the department, at appropriate intervals</li> <li>• Conducts monthly meeting of faculty to review the department work and minutes of meeting(MOM )</li> </ul>
<b>Administrative Officer</b>	<ul style="list-style-type: none"> <li>• Coordinates the administrative and accounting activities</li> <li>• Maintains up-to-date master documents with history of revision.</li> <li>• Oversees Employee Attendance System &amp; maintains the monthly attendance register</li> <li>• Manages public relations</li> <li>• Maintains personal files of Faculty/Staff</li> </ul>
<b>Research and Development Cell</b>	<ul style="list-style-type: none"> <li>• Plans and executes activities for the promotion of research activities.</li> <li>• Maintains list of publications of the faculty / students in chronological order</li> <li>• Maintains Hard-Copies of research papers / technical reports published in International Conferences / Journals (again chronologically).</li> <li>• Maintains copies of text books authored by the faculty to be maintained in the library.</li> <li>• Maintains list of Journals (Hard copies / online) available in the library.</li> <li>• Maintains details of various conferences attended/ organized by faculty members</li> <li>• Collects and maintains records of literature on various latest research areas</li> <li>• Collects and maintains records of projects, mini projects, new ideas, research proposals etc. taken up by students.</li> <li>• Collects and maintains records of research work being carried out by our faculty members</li> </ul>
<b>Placement and Training Cell</b>	<ul style="list-style-type: none"> <li>• Arranges student Training and Placement programmes</li> <li>• Maintains list of companies offering jobs / career opportunities for the students</li> <li>• Organizes special programs for career guidance.</li> <li>• Maintains database of placed students</li> <li>• Conducts special training and counseling programmes for weak students</li> </ul>
	<ul style="list-style-type: none"> <li>• Plans and implements routine activities of the library</li> </ul>

<b>Library Committee</b>	<ul style="list-style-type: none"> <li>• Plans and proposes upgradation/ development</li> <li>• Maintains records regarding the titles / volumes of books available.</li> <li>• Maintains Digital Library, online subscriptions etc.</li> <li>• Generates requirement / purchase orders for new titles / volumes in accordance with the requirements.</li> <li>• Maintains budgetary requirements and expenditure statements /records.</li> <li>• Maintains library discipline and promotes library usage</li> </ul>	
<b>Industry Institute Interaction Cell</b>	<ul style="list-style-type: none"> <li>• Establishes a strong relationship between the institute and industry, creating a mutually beneficial partnership.</li> <li>• Promotes closer interaction between the academic field and the professional world.</li> <li>• Organizes Workshops, conferences and symposia with participation of the representatives from the industries.</li> <li>• Arranges visits of staff members to various industry</li> <li>• Arranges internship programs for students</li> </ul>	
<b>Innovation and Entrepreneurship Development Cell</b>	<ul style="list-style-type: none"> <li>• Organizes entrepreneurship awareness camps, orientation workshops, entrepreneurship development programs, Faculty development programs and student development programs in the institution.</li> <li>• Initiates innovative student projects for new innovative product development.</li> <li>• Guides and assists prospective entrepreneurs on various aspects such as preparing project reports, obtaining project approvals, loans and facilities from agencies and government support system</li> <li>• Arranges interaction with entrepreneurs and mentorship scheme for students and entrepreneurs.</li> </ul>	

File Description	Document
Any additional information	<a href="#">View Document</a>

### 6.2.3 Implementation of e-governance in areas of operation

- 1.Planning and Development
- 2.Administration
- 3.Finance and Accounts
- 4.Student Admission and Support
- 5.Examination

- A. All 5 of the above
- B. Any 4 of the above
- C. Any 3 of the above
- D. Any 2 of the above

**Response:** A. All 5 of the above

File Description	Document
Screen shots of user interfaces	<a href="#">View Document</a>
ERP Document	<a href="#">View Document</a>
Details of implementation of e-governance in areas of operation Planning and Development, Administration etc	<a href="#">View Document</a>

#### 6.2.4 Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions

**Response:**

Various committees like local management committee, academic monitoring cell, coordination committee, purchase committee, etc., have been formed to have transparent decision making process and effective governance. The committees have well defined functionalities and are headed by persons having active participation. These committees have half-yearly meetings or as and when required. The agenda are discussed and the outcomes are implemented at the earliest.

The following are some of the committees

<b>Anti Ragging committee</b>			
	Dr. Narendra Bawane	Principal	Chairman
	Prof. Mona Mulchandani	Head, CSE	Co-ordinator
	Prof. Mayuri Chawla	Head, ETC	Member
	Prof. Adwiti Deoghare	Asst. Prof., EN	Member
	Prof. Kunal Padole	Asst. Prof., MBA	Member
	Prof. Archana Sahashrabhojane	Asst. Prof., Phy	Member
	Mr. Kunal Moitra	PRO	Member
	Mr. Vikas Vaidya	Journalist	Member
	Mr. Kishor Lalwani	Banker	Member
	Mr. Ashok Menda	Entrepreneur	Member
	Mr. Girish Sadhwani	NGO	Member
	Mr. Sahebrao Jadhoo	Police Inspector	Member
<b>SC-ST Cell</b>			
	Dr. D. S. Bhowmick	Vice-Principal	Chairman
	Prof. Pallavi Gajbhiye	Asst. Prof., Maths	Member
	Prof. Parinay Lavatre	Asst. Prof., ETC	Member
	Mr. Naval Kishor Dadmal	Non-Teaching Staff	Member
	Mr. Sandeep Sherirame	Non-Teaching Staff	Member
<b>Redressal Committee for Students' Grievances:</b>			
	Mrs. Madhavi Wairagade	Director, HR & Admin	Chairman



	Dr.PramodPatil	Principal	Secretary	
	Mrs.MonaMulchandani	HOD CSE Dept.	Member	
	Mrs.Mayuri Chawla	Asst. Prof. ETC Dept	Member	
	Mrs.AdwitiDeoghare	Asst. Prof. ECE Dept	Member	
	Mrs.Archana Sahasrabhojane	Asst. Prof. FY Dept	Member	
	Mr.PramodPampatwar	Director-Technical	NGO, Rotaract Club M	
	Mr. Gaurav Sarodkar	Student	Member	
<b>Co-ordination committee</b>				
	Dr. Pramod Patil	Principal	Chairman	
	Dr. Debashish Bhowmick	Vice Principal	Member Secretary	
	Prof. Rohan Ingle	HOD Electrical Deptt.	Member	
	Prof. Sanjeev Sharma	HOD ETC Deptt.	Member	
	Prof. Swati Rahate	HOD MBA Deptt.	Member	
	Prof. Mona Mulchandani	HOD CSE Deptt	Member	
	Prof. Archana Sahasrabhojane	Faculty I yr .	Member	
	Prof. Amar Kawale	HOD Mechanical Deptt.	Member	
	Mr. Pratap Basewar	Non teaching staff	Member	
<b>Internal Complaints Committee / Women's Rdressal Committee</b>				
	Mrs. Madhavi Wairagade	Director, HR & Admin	Presiding Officer	
	Dr. Indani Das Sarma	Asso. Prof Chem Dept.	Member	
	Prof. Suvarna Hazare	Asst. Prof. CSE Dept	Member	
	Prof. Samata Talatule	Asst. Prof. ETC Dept	Member	
	Prof. Naina Jagyasi	Asst. Prof. Humanities	Student Counsellor	
	Prof. Pallavi Gajbhiye	Asst. Prof. Maths Dept	Member	
	Mr.Pramod Pampatwar	Director-Technical	Member Rotaract Club	
<b>Local Management Council</b>				
	Mr. Mahesh Sadhwani	Chairman, JIT	Chairman	
	Mr. Virendra Kukreja	Trust rep. , JIT	Member	
	Mr. Pramod Pampatwar	Trust rep. , JIT	Member	
	Mr. Praveen Balany	Trust rep. , JIT	Member	
	Mr. Pramod Wairagade	Trust rep. , JIT	Member	
	Mrs.Madhavi Wairagade	Trust rep. , JIT	Member	
	Dr. D. S. Bhowmick	Principal	Member Secretary	
	Prof. Mayuri Chawala	Faculty Resp. , JIT	Member	
	Prof. Rohan Ingle	Faculty Resp. , JIT	Member	
	Dr. Indrani Das Sarma	Faculty Resp. , JIT	Member	
	Mr. Pratap Shyamraoji Basewar	Non-Teaching Staff rep. , JIT	Member	

The effectiveness of the committees are evident from the fact that till date not a single case of ragging occurred and there exists a cohesive environment between the first year students and their seniors. Similarly, the grievances of students regarding transportation facility were resolved by introducing a fleet of 9 buses.

Till the previous year (2016-17) Academic Monitoring Cell was actively involved in monitoring the academics of the students as well as keeping them abreast with the modern day technological advancements so as to bridge the gap between the industry and institute. This cell was later replaced by IQAC as per requirement.

of the NAAC from session 2017-18.

<b>Academic Monitoring Cell</b>			
	Dr. Pramod Patil	Principal	Chairman
	Dr. D. S. Bhowmick	Vice-Principal	Member
	Dr. Swati Rahate	HOD, MBA	Member
	Prof. Rohan Ingle	HOD, EE	Member
	Dr. Indrani Das Sarma	Asso. Prof., Chem Dept.	Member
	Prof. Mona Mulchandani	HOD, CSE	In-charge

## 6.3 Faculty Empowerment Strategies

### 6.3.1 The institution has effective welfare measures for teaching and non-teaching staff

#### Response:

Employees are undeniably crucial stakeholders who influence organisational effectiveness by stabilizing the tremor caused by adaptive environment. The management of JIT implemented various monetary as well as non-monetary welfare measures for employees. Monetary welfare schemes are

1. Group insurance of staff members of JIT
2. Maternity Leave
3. Paternity Leave
4. Staff Loan
5. Staff Ward concession
6. Leave for higher education
7. Medical Policy
8. Bus facility
9. Financial Assistance for Conference Abroad

Apart from Monetary schemes various non-monetary welfare schemes are provided to employees for their professional development. The schemes are listed below

- Technical workshops are conducted to keep pace with syllabus and new technologies.
- Faculty development programs /STTP are conducted in the institute.
- Faculty members are encouraged to attend seminars and conferences.
- Experts from the industry and academia are invited for interaction with the staff.
- The institute motivates the faculty and staff for arranging / attending industrial training programs/ visits.
- Faculty members are encouraged/ assisted to undertake professional body membership for active involvement.
- Adjunct faculty members are present in each department to provide professional exposure to other faculty members
- Training programs are arranged for updating the knowledge of the non-teaching staff.
- Faculty members are encouraged and benefited from qualification improvement programs such as

PhD by providing adequate time to undertake course work and research work.

### 6.3.2 Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

**Response:** 26.14

6.3.2.1 Number of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
35	41	13	23	07

File Description	Document
Details of teachers provided with financial support to attend conferences,workshops etc. during the last five years	<a href="#">View Document</a>

### 6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

**Response:** 2.4

6.3.3.1 Total number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
3	2	2	3	2

File Description	Document
Details of professional development / administrative training programs organized by the Institution for teaching and non teaching staff	<a href="#">View Document</a>

### 6.3.4 Average percentage of teachers attending professional development programs viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Program during the last five years

**Response:** 29.61

6.3.4.1 Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
85	13	13	5	17

File Description	Document
IQAC report summary	<a href="#">View Document</a>
Details of teachers attending professional development programs during the last five years	<a href="#">View Document</a>

### 6.3.5 Institution has Performance Appraisal System for teaching and non-teaching staff

**Response:**

The performance appraisal system consists of self appraisal and appraisal by the reviewing officer (Principal). Faculty members submit their self-appraisal form at the end of every academic session which is endorsed by the respective Head of the Department. Faculty members have to highlight all their academic as well as other contributions/ achievements in their performance reports. The Head and the Principal go through the performance report submitted by faculty member to assess their performance with respect to different components including his/her teaching methodology, result analysis of subjects and capability which leads to the over-all academic development. Review of these appraisals and the annual reports keeps the staff conscious of their progress and efforts and helps them compare themselves vis a vis others. The self appraisal format considers varied contributions made by the concerned staff member viz innovations in teaching, their teaching methodologies, research contribution, extension work towards community, industry and the institute interaction, various portfolios (departmental as well as institutional level) etc. Such a competitive approach to bring the section/department in the limelight helps improvement in the functioning of the organization. Performance appraisal system is also available for non-teaching staff.

Administrative, Technical and Support staff members submit their self-appraisal form at the end of every academic session which is endorsed by the Administrative Officer. They have to highlight all their administrative as well as other contributions/ achievements in their performance reports. The Administrative Officer and the Principal go through the performance report submitted by faculty member to assess their performance with respect to different components including his/her Punctuality, alertness and capability which leads to the over-all administrative development. Review of these appraisals and the annual reports keeps the staff conscious of their progress and efforts and helps them compare themselves vis a vis others.

File Description	Document
Any additional information	<a href="#">View Document</a>

## 6.4 Financial Management and Resource Mobilization

### 6.4.1 Institution conducts internal and external financial audits regularly

#### Response:

In JIT, internal audits are carried by Internal Audit Committee(IAC) and external financial audits are regularly done by chartered accountants.

The institutional mechanisms for internal and external audit are given below:

The internal audit of accounts is carried out by Director (Technical) along with Treasurer of SSCT.

The Internal auditor checks fee receipts and payment vouchers and necessary supporting documents.

Final report is submitted to the Governing Council during GC members for validation.

The External audit is conducted at the end of financial year.

The audit is carried out by Chartered Accountant (CA).

The last audit for the year 2016-17 was completed in 07-11-2017 and there were no major audit objections.

### 6.4.2 Funds / Grants received from non-government bodies, individuals, Philanthropists during the last five years (not covered in Criterion III) (INR in Lakhs)

Response: 9.72

6.4.2.1 Total Grants received from non-government bodies, individuals, philanthropists year-wise during the last five years (INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
2.17	2.90	1.785	1.62	1.24

File Description	Document
Details of Funds / Grants received from non-government bodies during the last five years	<a href="#">View Document</a>

### 6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

#### Response:

#### The Funds are utilised for

- Major part of income is being spent on salaries.
- Enhancement of Lab Equipments
- Increasing the no. of Titles, Volumes of Library Books
- Subscriptions of Periodicals, Journals etc.
- Financial support for students' Innovative projects
- Up gradation of Classrooms and maintenance
- Financial Support to the deserving economically backward students.
- Cash Awards to the College Toppers and Laptops to University Toppers.
- Financial support for Faculty Members in Research and Development Activities
- Extra and Co-curricular activities for overall development of the students.

The institute follows effective mechanism for the best use and monitoring of the available financial resources which is as given below:

- Each department committee headed by the HOD, senior faculty and the laboratory in charge prepare the annual requirements for recurring and non-recurring expenditure for each financial year. A detailed requirement is submitted to the Principal. A review of the repairable items is also taken in to account.
- All the departments' requirements are discussed in the HOD's meeting with the Principal to finalize the total recurring and non-recurring budget requirements.
- The Management representative (Director) is always available in the institute. All necessary financial approval / sanctions are given immediately as and when required by the Director.
- The institution maintains receipts and records regarding the tuition fees collected from students and account is maintained which is audited by chartered accountant (CA).
- Quotations are called from suitable agencies for laboratory requirements.
- Additional requirements that arise due to any unforeseen reason are informally discussed by the HOD with the Principal and an immediate sanction is obtained from the Director.
- Planning and Budgetary Control are effectively monitored in the institution. Institute prepares the budget in accordance with the budget required by the departments. Budget is presented before the LMC and approved. LMC acts as the recommendatory body for development proposals, approving body for audited statement & budget for recurring and non-recurring expenditure. There is also a purchase committee for approval to purchases and development of infrastructure. Following are the members of Purchase Committee :

#### Purchase Committee

S. N. Name of Member Designation

1 Mr. Mahesh Sadhwani (President, SSCT) Chairman

- 2 Mr. Virendra Kukreja (Secretary, SSCT) Member
- 3 Mr, Jayprakash Sahajramani (Treasurer, SSCT) Member
- 4 Mr. Pramod Pampatwar (Director, SSCT) Member
- 5 Dr. Narendra G Bawane (Principal) Member
6. Dr. Debashish S. Bhowmick (Vice-Principal) Member
7. HOD (Respective Dept) Member

#### **Internal Financial Audit :**

- Internal financial audit is the continuous process and is quarterly done by Director (Technical) and Treasurer of SSCT along with accounts department of the Institute. The Accounting software, 'Tally' is used to manage the entries of day to day transactions.

#### **External Financial Audit :**

- Financial audits are conducted by the nominated chartered accountant at the end of every financial year.

Major sources of institutional receipts/funding and deficit management:

- The major source of institutional funding is tuition fees.
- The deficit is managed by the management through unsecured loans from trustees.
- The audited income and expenditure statements and the reserve fund/corpus of the institute for previous four years are provided.

## **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**

#### **Response:**

The institutional policy with regard to quality assurance is:

- To improve the academic and administrative performance of the institution through a system for conscious, consistent and catalytic action
- To internalize quality culture and institutionalize best practices in order to promote measures for institutional functioning towards quality enhancement

IQAC shall evolve Mechanisms and procedures for

- Ensuring timely, efficient and progressive performance of academic, administrative and financial tasks
- The relevance and quality of academic and research programs.
- Optimization and integration of modern methods of teaching and learning
- The integrity of evaluation procedures and stakeholders feedback.
- Propose and conduct workshops, seminars on quality related themes.
- Ensuring the adequacy, maintenance and proper allocation of support structure and services
- Monitoring and analysis of activities for overall development of students as per need of industry and society
- Sharing of research findings and networking with other institutions in India and abroad.
- Internal Audits to ensure quality system implementations.

Two best practices (in NAAC format)

1. Mentoring System/ Counselling System for Students.

2. Implementation of training and placement policy for improved and enhanced performance of students in placement drives.

#### 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

**Response:**

Sr. No	Assessment Criteria	Frequency	Conduct Mechanism	Action Plan
1	Action plan execution in department level	Twice in a semester	Before commencement of the semester an action plan is prepared by the respective HOD along with competency matrix and subject allotted for the next semester. The work is verified in between for the improvement of the students by HOD.	Common feed back is taken at the end semester towards Faculty and attainment of outcomes
2	CO Attainment	Start of semester and at end	Before commencement of the current semester, end of the current semester and after the publication of the current semester result the work is verified HOD, NBA/NAAC coordinators and the head of the institution.	Audit is planned, consolidated the report and corrective action implemented
3	Theory Log Book	Once in a Semester	Before commencement of semester log book is made ready and verified by head of the department and also for every 15 days the log book is verified	Common feed back is taken at the end semester towards Faculty delivery and attainment of outcomes.



			and after every unit the book is verified by the Institution head.		
4	Teaching material (Theory Lecture Notes)	Once in a Semester	Before commencement of semester, lecture notes of each faculty are verified by head of the department.	Common feedback is taken at the end semester towards Faculty delivery and attainment of outcomes	
5	Lab Manual	Once in a Semester	Before commencement of Semester Lab manual of each faculty (Lab In-charges) is verified by head of department.	Common feedback is taken at the end semester towards Faculty delivery and attainment of outcomes	
6	Internal Question paper	Thrice in a semester	Before commencement of three internal exams internal questions are verified by the respective head of the departments.	Feed back on outcomes attainments, Result Analysis of internal exams	
7	Assignment	Twice in a semester	Before commencement of semester Assignment topics of each faculty is verified by head of department.	Feedback at the end semester towards attainment of outcomes	
8	Counseling/ Mentoring records	Twice in a semester	During the course of a semester the counseling records are verified by the head of the department and institution	Feed back at the middle semester and follow an action plan towards the development of the student	
9	Academic Calendar with the plan of Co/ Extracurricular activities	Once in a semester	Before commencement of the semester an academic calendar is verified by the head of the institution		
10	Value added courses/short term courses	Once in a semester	Before commencement of the semester an action plan is prepared by Training and Placement cell and is verified by the head of the institution	Feedback at the end of the training is taken and follow an action plan for the development of the student for their better placement	

### 6.5.3 Average number of quality initiatives by IQAC for promoting quality culture per year

**Response:** 16.6

## 6.5.3.1 Number of quality initiatives by IQAC for promoting quality year-wise for the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
26	20	15	16	6

File Description	Document
Number of quality initiatives by IQAC per year for promoting quality culture	<a href="#">View Document</a>

## 6.5.4 Quality assurance initiatives of the institution include:

1. Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements
2. Academic Administrative Audit (AAA) and initiation of follow up action
3. Participation in NIRF
4. ISO Certification
5. NBA or any other quality audit

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

**Response:** B. Any 3 of the above

File Description	Document
e-copies of the accreditations and certifications	<a href="#">View Document</a>
Details of Quality assurance initiatives of the institution	<a href="#">View Document</a>

6.5.5 Incremental improvements made during the preceding five years (*in case of first cycle*) Post accreditation quality initiatives (*second and subsequent cycles*)

**Response:**

Quality enhancement initiatives in the academic and administrative domains are successfully implemented during the last five years are

- Lab Up gradation
- Modernization of project lab
- Live Projects
- Industry Expert Interaction
- Industry visit
- Campus Recruitment Training Program for student
- Integration of ICT in Teaching Learning
- Gaps in Syllabus/Topics Beyond Syllabus through workshop/seminar/ Guest lecture/ extra classes
- Advance Learner
- Online IIT certification courses (Spoken tutorial)
- e- learning

### **Growth of JIT in last five years**

It is a matter of great pride for all of us at Jhulelal Institute of Technology that the institute is catering the need of increasing number of aspiring engineers in this region since 2008 with an intake capacity of 180 and over these years have enhanced to 330 .

Since last five years, institute is achieving very good results in university examinations, which is reflected from over 50 merits in R.T.M. Nagpur University from both UG & PG branches.

In order to meet requirement of society, the institute has added 02 UG programmes in Electrical and Mechanical engineering from 2014-15. Similarly two post-graduate programs (VLSI and Computer Science & Engineering) are also introduced from year 2014-15.

As a part of state of art infrastructure JIT has developed modernized and well equipped laboratories. Lot of new laboratories and other facilities are added in last five years in the institute to provide better academics, practical facilities and comfort to our students and staff.

The industry-institute interaction helps the students to develop themselves with various live projects & guest lectures to match requirement of industry. Students are exposed to latest learning techniques by adaptation of e-learning through virtual laboratories, ICT enabled classrooms, smart classroom, through "e-pathshala", NDL, NPTL, MOOC, "SWAYAM" online Course for faculty and students etc, .

Since 2012 institute is instrumental in offering highest number of on campus placements in the region not only for JIT students but through lot of pool campus recruitments the other colleges of the region also are benefited.

Institute has developed a beautiful way of placing the students by preparing them for placement drives by conducting the workshops and campus recruitment training for nearly 15 days, during which students are prepared for different companies by giving them customized and company specific training to make them employable and acceptable to the requirement of the industries.

Our team effort also gives beautiful inspiring results which are seen in the placement of JIT, which is highest than other colleges in this region. Along with student's development, staff development is also looked after.

The institute involves our non teaching staff in online exams which is helpful for them as a financial support and for the welfare of the staff. There is a separate pool for financial corpus which is helpful for betterment and emergency requirement of non teaching staff. Our teaching staff is also involved in E-Governance for their Self development. Lot of welfare schemes are initiated for faculties and nonteaching staff.

Faculty are involved and motivated for various activities like STTP, workshop, National & International Conferences. JIT is committed towards staff encouragement and in house faculty development program in the campus.

JIT has organized international industrial tours in countries like Singapore, Sri-Lanka, Dubai etc. for enhancing the knowledge of students and staff. To enhance research aptitude amongst JIT organizes International conferences in collaboration with Foreign universities and Research organizations.

As a part of green initiative institute promote mass transport system. JIT has a pool of large capacity buses which commutes from all corners of the city and nearby rural areas.

Industry student interaction is also done by having MOU's with various companies. JIT encourages the students for interdisciplinary projects and our students are actively participating in that. Internship is also important part in which our students are performing from past 2 to 3 years.

JIT promotes innovation and creativity by participating in new government projects like INSPIRE / Hackathon. in a very good manner. JIT is also committed towards environmental concern & as a part of that a 50KW rooftop Solar Power Plant along with rain water harvesting is developed.

In assistance with teachers and students the Institute is working hard towards the development of society, by consistently working on the development of nearby schools, villages and farmers under national skill development Council banner in association with PMKVY & AICTE. National movements like Woman Empowerment, Skill India, Beti Bachao Beti Padhao, Joy of giving, Swachhata Abhiyan et is also being taken up by the institutes in form of various informative programmes.

## Criterion 7 - Institutional Values and Best Practices

### 7.1 Institutional Values and Social Responsibilities

#### 7.1.1 Number of gender equity promotion programs organized by the institution during the last five years

**Response:** 6

##### 7.1.1.1 Number of gender equity promotion programs organized by the institution year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
1	2	1	1	1

#### File Description

#### Document

Report of the event

[View Document](#)

List of gender equity promotion programs organized by the institution

[View Document](#)

#### 7.1.2

##### 1. Institution shows gender sensitivity in providing facilities such as:

1. Safety and Security
2. Counselling
3. Common Room

**Response:**

#### Women Empowerment Programs conducted in JIT

1. Support to Training and Employment Program for Women (STEP)
2. Beti Bachao Beti Padhao
3. Workshop on Women Empowerment & Prevention of Sexual Harassment at Workplace.
4. Self defence workshop for women.
5. A Cell to Combat Sexual Harassment also exists at JIT to resolve the grievances and complaints lodged by the students and teachers. The Head of the Departments also take care of the grievances and complaints of the students as well as teachers. Periodic review is taken by the Director HR & Admin.
6. The college has organized a Two day workshop on 'Awareness towards women harassment at Institution and Workplace' (Dates to be mentioned)
7. Common room for women and separate rest rooms for women staff and students are available.
8. The Institute ensures proper care of its employees and students. Various cells and committees are active for taking complaints and grievances and resolve timely. JIT has an Anti-ragging Committee.

It keeps vigil in the campus as well as in the hostels. Ragging related grievances and complaints of the students are lodged with the Dean Students' Welfare, who sets up a fact finding team and submits its report to the Vic Chancellor for final decision.

9. In the college, the Department of Population Studies conducts activities related to empowerment of women, awareness for economic autonomy, domestic violence, fertility behavior and importance of girl child. Gender related workshops/conferences/ seminars organized by this department and held at the University are as below:

- Two day workshops on 'Awareness towards women harassment at Institution and Workplace'
- National Seminar on 'Women Empowerment'.

10. There is a Women Harassment Redressal Committee (WHRC) for looking into the cases of Women harassment at the campus. The composition of the Committee and phone numbers of the members are mentioned in the college website and displayed on the notice-boards in the buildings of the college. Any student, staff member, teacher may file the complaint to the Convener of the WHRC, who then convenes the meeting of the Committee. Recommendations for action, if any required against the person concerned are then forwarded to the Principal.

JIT has a duly constituted Anti-Ragging Committee and Squad as per the directives of the Honorable Supreme Court and the guidelines of the UGC.

The college follows the directions and provisions of the Act of Anti-ragging strictly to check the menace of ragging and ensure a cordial environment in the campus. The telephone numbers of members of Anti-ragging Squad are mentioned in the University Prospectus so that students may contact in case of ragging instances. Boards and Notices displaying the UGC Regulations on curbing the menace of ragging in the University are displayed at the Office of the Principal.

No case of ragging has been reported in the University since inception.

The institute has Women Grievance Redressal Cell to deal with issues related to women.

The institute celebrates Women's Day and organizes various activities such as poster competition on the topic "Women Empowerment" and sports for girl students.

### **7.1.3 Alternate Energy initiatives such as:**

#### **1. Percentage of annual power requirement of the Institution met by the renewable energy sources**

**Response:** 68.49

7.1.3.1 Annual power requirement met by the renewable energy sources (in KWH)

Response: 62500

7.1.3.2 Total annual power requirement (in KWH)

Response: 91250

File Description	Document
Details of power requirement of the Institution met by renewable energy sources	<a href="#">View Document</a>

#### 7.1.4 Percentage of annual lighting power requirements met through LED bulbs

**Response:** 10.2

7.1.4.1 Annual lighting power requirement met through LED bulbs (in KWH)

Response: 600

7.1.4.2 Annual lighting power requirement (in KWH)

Response: 5880

File Description	Document
Details of lighting power requirements met through LED bulbs	<a href="#">View Document</a>

#### 7.1.5 Waste Management steps including:

- **Solid waste management**
- **Liquid waste management**
- **E-waste management**

**Response:**

The efforts towards solid waste management are

- The Solid Waste ( Paper and Organic wastes from Gardens and Lawns are dumped into Compost pit.
- Plastic wastes are segregated and sent to municipal corporation
- The Sewage is Sent to Septic tank
- Some of the e -waste generated is used for technical education purpose by making use of hardware in laboratories for display and study. Some of the components are being used for demonstration purposes.
- Condemned batteries are disposed through outside agencies.
- RO reject is used for gardening

#### 7.1.6 Rain water harvesting structures and utilization in the campus

**Response:****Rainwater Harvesting Report**

Water scarcity is serious problem throughout the world for both urban & rural community. Urbanization, industrial development & increase in agricultural field & production had resulted in overexploitation of groundwater & surface water resources and resultant deterioration in water quality. The conventional water sources namely well, river and reservoirs, etc. are inadequate to fulfill water demand due to unbalanced rainfall. Keeping this global problem of water scarcity in view, JIT has implemented Rain Water Harvesting system to contribute towards the problem.

**Rainwater available for harvesting**

Total rooftop and surface area: 8560 square meters

**Average annual rainfall in Nagpur:**

220 millimeters (mm)

Total volume of rainwater harvested: 1883.2 cubic meters

**Water supply source**

The three bore-wells inside the campus cater to the total water requirements of the college.

**Rainwater harvesting system:****Rooftop water harvesting:**

The runoff from the terrace of the college building is channelized into one recharge well. All the rooftop rainwater outlets, discharge into storm water drains and then to the recharge structures. To facilitate groundwater recharge, all structures are provided with bore wells. Layer of bricks filled inside the recharge well ensures proper filtration of harvested water.

**Surface runoff water harvesting:**

The runoff from the paved area is intercepted at the main gate by a collection trench. From here the runoff eventually drains into an abandoned open well, which facilitates groundwater recharge. The project was implemented in June 2011.

\* Site Plan is uploaded

File Description	Document
Any additional information	<a href="#">View Document</a>

**7.1.7 Green Practices**

- **Students, staff using**
  - a) **Bicycles**
  - b) **Public Transport**



**c) Pedestrian friendly roads**

- **Plastic-free campus**
- **Paperless office**
- **Green landscaping with trees and plants**

**Response:**

Students, staff using

- Bicycles
- Public Transport
- Pedestrian Friendly Roads

**Other Initiatives:**

- Plastic free campus
- Paperless office
- Green landscaping with trees and plants
- Faculties use Car pool Service
- College offers Bus Service for Students as well as Staff.
- College has Pedestrian Friendly, all weather approach Roads
- College relies on E-mail, Group Messages and IP messenger for Communication rather than hard copies.
- Environmental day was celebrated on 5th June of every year. Management, faculty and students plant saplings on this occasion.
- College has Green Cover and good landscaping.
- The institution under its NSS Unit organizes plantation programs within the campus and around the nearby villages.
- 50 kW PV Solar Panel has been installed to reduce thermal power consumption

**7.1.8 Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years**

**Response:** 1.92

7.1.8.1 Total expenditure on green initiatives and waste management excluding salary component year-wise during the last five years(INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
8.77350	2.43631	8.00	8.853515	3.71900

File Description	Document
Details of expenditure on green initiatives and waste management during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 7.1.9 Differently abled (Divyangjan) Friendliness Resources available in the institution:

1. Physical facilities
2. Provision for lift
3. Ramp / Rails
4. Braille Software/facilities
5. Rest Rooms
6. Scribes for examination
7. Special skill development for differently abled students
8. Any other similar facility (Specify)

A. 7 and more of the above

B. At least 6 of the above

C. At least 4 of the above

D. At least 2 of the above

**Response:** C. At least 4 of the above

File Description	Document
Resources available in the institution for Divyangjan	<a href="#">View Document</a>

### 7.1.10 Number of Specific initiatives to address locational advantages and disadvantages during the last five years

**Response:** 57

7.1.10.1 Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
14	12	11	10	10

File Description	Document
Number of Specific initiatives to address locational advantages and disadvantages	<a href="#">View Document</a>

### 7.1.11 Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)

**Response:** 0

7.1.11.1 Number of initiatives taken to engage with and contribute to local community year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
Report of the event	<a href="#">View Document</a>
Details of initiatives taken to engage with local community during the last five years	<a href="#">View Document</a>

### 7.1.12

**Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal /Officials and support staff**

**Response:** Yes

File Description	Document
URL to Handbook on code of conduct for students and teachers , manuals and brochures on human values and professional ethics	<a href="#">View Document</a>

### 7.1.13 Display of core values in the institution and on its website

**Response:** Yes

File Description	Document
Provide URL of website that displays core values	<a href="#">View Document</a>

**7.1.14 The institution plans and organizes appropriate activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens and other**

**constitutional obligations****Response:** Yes

<b>File Description</b>	<b>Document</b>
Details of activities organized to increase consciousness about national identities and symbols	<a href="#">View Document</a>

**7.1.15 The institution offers a course on Human Values and professional ethics****Response:** No**7.1.16 The institution functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions****Response:** Yes

<b>File Description</b>	<b>Document</b>
Provide URL of supporting documents to prove institution functions as per professional code	<a href="#">View Document</a>

**7.1.17 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years****Response:** 43

<b>File Description</b>	<b>Document</b>
List of activities conducted for promotion of universal values	<a href="#">View Document</a>

**7.1.18 Institution organizes national festivals and birth / death anniversaries of the great Indian personalities****Response:**

The college organizes various national festivals as well as birth and death anniversaries of the great Indian personalities to inculcate a sense of patriotism. Various activities like quizzes, debates, drawing competitions, etc for school students of nearby villages are organized in this context. Apart from these, cultural activities depicting unity in diversity in arranged with great enthussiasm and fervour. This helps in intensifying a sense of cultural unity amongst the students and staff.

The following programmes are annually organized since inception of the college:

- Independence Day
- Republic Day
- Engineers' Day
- Teachers' Day
- Ambedkar Jayanti
- D. Laxminarayan Day
- Gandhi jayanti
- Saraswati Pooja
- Ganeshotsav
- Vishwakarma Pooja
- Jhulelal Jayanti
- Dussera
- Diwali Milan
- Eid E Milad

### **7.1.19 The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions**

#### **Response:**

In JIT there is a well defined governance mechanism that ensures the attainment of expectations. Various committees like local managing committee, academic council, college council, academic monitoring committee, purchase committee, etc., have been formed in order to inculcate transparency in the decision making process and effective governance.

The functionalities of these committees are well defined and the committees are headed by key persons with active participation of committee members.

The budgetary provisions, financial support and resources planning fulfil the infrastructural needs that help to steer the organization towards excellence. Institute always regards the quality in education as a significant and long-term component of its activity.

The institutional support is reflected in the constructive leadership, adequate policies and mechanisms for attracting, appointing, retaining and rewarding well qualified faculty and staff.

Administration takes care of the key attributes, i.e., Budgetary provision, Financial support, Infrastructure development, Resource planning, Manpower planning and development for smooth operation of the Institute.

## **7.2 Best Practices**

### **7.2.1 Describe at least two institutional best practices (as per NAAC Format)**

#### **Response:**

**BEST PRACTICE-1**

**Title of the Practice:** Mentoring System/ Counselling System for Students.

**Objective:** The mentor plays the role of a personal guardian for the student in all matters. For the institute, the mentor is the first reference for all matters concerning any specific student. The mentor guides the student at every step of their stay at the institute to be successful at whatever the student takes up. The mentor personally ensures that the student is aware of all the resources available to the student during their course of study at the institute. The mentor is available to counsel the student in any matter of concern apart from the curriculum also.

**The Context:** Students undergo various problems of stress, lack of concentration, loss of confidence in studies etc. Statistics reveals increasing number dropouts due to these reasons. Mentoring is required for students to achieve emotional stability and to promote clarity in thinking and decision making for overall progress. Through proper structured mentoring all the stress related problems of the students can be addressed and eliminated. Proper mentoring may lead to extraordinary success for the student.

**The Practice:** In JIT we are very serious about creating an efficient mentor-ward system. Each teacher is assigned 15-20 students. They meet at least once a week to discuss, clarify and primarily to share various problems which may be personal, domestic, academic, etc. The teacher is equipped with all the necessary information about his/her wards on a file. The teacher involves local guardians and parents as well, whenever necessary. We have developed prescribed format in which minute of every meeting with the mentee is recorded and then the mentor teacher in consultation with HoD and Principal formulate the necessary action to be taken. Mentors pay a compulsory visit to his/her mentee's residence to understand the local and household difficulties incurred by the student which is affecting/might affect the academic performance of the student, and tries to resolve the problems in collaboration with the parents/guardians.

**Evidence of success:** Minimized dropouts through personal counselling. It is needless to say that a mentor gets the job satisfaction. Evidence of success of the practice includes better results in the examinations, more regular attendance, increased participation in co-curricular activities, better discipline on campus and respectful relationship between teachers and students.

**Problems Encountered and Resources Required:** Students avoid meeting mentors during college time. Students from poor economical background are reluctant to home-visits of their mentors.

**BEST PRACTICE-2 uploaded**

File Description	Document
Any additional information	<a href="#">View Document</a>

**7.3 Institutional Distinctiveness**

**7.3.1 Describe/Explain the performance of the institution in one area distinctive to its vision, priority**

**and thrust****Response:**

- The thrust area of the institution is to ensure that the budding technocrats have keen sense of corporate-social responsibility.
- The college organizes national level tech fest 'Shikhar' to motivate students to think out of the box and be creative.
- It is mandatory for final year under and postgraduate students to publish research papers based on their allotted projects.
- The students are allotted live projects in various industries to enhance their employability.
- It is imperative for the faculty members to publish research papers in Scopus Indexed journals.
- The students serve the society through adult education, creating awareness about health and hygiene to the less privileged, donating books and study materials to the zilla parishad schools under the NSS and Rotract.
- The college has adopted two neighboring villages. Basics of computer is taught to the school children of these villages in 'Disha' which is a gratuitous course. The qualified people from these villages are employed in the institute and the students are given fee concession.
- The institution has a very clear and transparent way to monitor and evaluate the quality of teaching learning mechanism. The feedback in the form of interactions, discussions and suggestions are analyzed by a specially constituted committee and a report is submitted to the Head of the department. The Institution makes sure that the Programmes offered in the curriculum include contribution to National development, fostering global competencies among students, inculcating a value system among students, promoting the use of technology and quest for excellence. The College efforts to ensure that the curriculum bears a thrust on these core values include the initiative for Contribution to national development.
- The department of Basic Sciences and Humanities takes adequate care of the newly admitted first year students as the first year is the their foundation year of the professional course and the students being novice to the stream of Engineering.
- The Department arranges for the remedial classes in addition to the regular classes especially for academically weaker students along with other strategies to guide them for their better academic performances.
- The department also arranges seminars and workshops and guest lectures for overall development of the students on various co curricular and extra mural activities.
- The Department also conducts personal home visits to the students' residence in order to better understand the factors affecting the academic performances of the students like family background, the environment, and such visits also abets in developing better connections with the parents as well as the students.
- A frequent Parent Teacher interaction is also ensured by the head of the Department as well as the Directors of the institution by the means of scheduled parent teacher meets as well as regular e-messaging and various events held at college.

## 5. CONCLUSION

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### Additional Information :

#### Quality Policy

We at **Jhulelal Institute of Technology**, strive to bring out and nurture the talents and skills of youth with Quality Technical Education, motivate them to be self-disciplined and develop their competence to face the challenges of globalization. We shall achieve this by

- Provide value-based education with ancient wisdom and global awareness.
- Produce Industry-ready Professionals through training in Soft-Skills and Personality development.
- Undertaking networking with Industry, Academic and Research Institutions.
- Provide State-of-Art infrastructure for academic and research activities.
- Organize national and International Seminars/Conferences.
- Promote Creativity and Innovation among students.
- Ensure placements in good companies for eligible students.
- Conduct Career -Vision program to facilitate right career choice by students.
- Encourage Entrepreneurship among students.
- Motivate the students to participate in Co-curricular and Extra-curricular activities.
- Train teachers in modern instructional methodologies to improve their teaching skills.
- Motivate the faculty to publish papers in National/International Conferences and Journals.
- Develop and promote Green Environment.
- Provide quality environment and services to all Stakeholders.
- Maintain global standards in Education, Training and Services.
- Both teach and follow Ethical, Environmentally responsible Engineering practice.
- Attention to issues of national relevance as well as of Global concern.
- Responding to the changes in both technology and applications.
- Provide systems, resources, and opportunities for continuous improvement.

### Concluding Remarks :

JIT consistently focuses as well as ensures stakeholders improvement and prepare graduates with skill for employment and higher education. The major strength of the institute comes from integrating ICT in teaching-learning forging strong industry-academic linkage and promoting entrepreneurship. The institute celebrates freedom of thought, cultivates vision, encourages growth and inculcates human values and concern for the environment and society.