



YEARLY STATUS REPORT - 2022-2023

Part A

Data of the Institution

1.Name of the Institution

MIT First Grade College

- Name of the Head of the institution **Prof. K Nage Gowda**
- Designation **Principal**
- Does the institution function from its own campus? **Yes**
- Phone no./Alternate phone no. **08212331722**
- Mobile no **9620228110**
- Registered e-mail **mitfgcmysore@gmail.com**
- Alternate e-mail **chandrajithmmca@mitmysore.in**
- Address **No. F29/1, 3rd Stage, Industrial Suburb, Fort Mohalla, Mananthavadi Rd, Mysuru, Karnataka 570008**
- City/Town **Mysuru**
- State/UT **Karnataka**
- Pin Code **570008**

2.Institutional status

- Affiliated /Constituent **Affiliated**
- Type of Institution **Co-education**
- Location **Urban**

- Financial Status **Self-financing**
- Name of the Affiliating University **University of Mysore**
- Name of the IQAC Coordinator **Dr. S P Sunitha**
- Phone No. **9481820871**
- Alternate phone No. **9481820871**
- Mobile **9481820871**
- IQAC e-mail address **mitfgciqac@gmail.com**
- Alternate Email address **sunithapgmit@gmail.com**

**3.Website address (Web link of the AQAR
(Previous Academic Year)**

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

- if yes, whether it is uploaded in the Institutional website Web link: <https://mitfgc.in/wp-content/uploads/2023/11/ACADEMIC-CALENDER-2023-24-upDATED.pdf>

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	A	3.18	2023	13/03/2023	13/03/2028

6.Date of Establishment of IQAC **03/07/2019**

**7.Provide the list of funds by Central / State Government
UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,**

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	Nil	Nil	Nil	Nil

**8.Whether composition of IQAC as per latest
NAAC guidelines** **Yes**

- Upload latest notification of formation of IQAC [View File](#)

9.No. of IQAC meetings held during the year **9**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**
- If No, please upload the minutes of the meeting(s) and Action Taken Report No File Uploaded

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

- If yes, mention the amount

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

1. Process initiated for the status 12b and 2(f) and the same applied to the UGC. 2. Process initiated for ISO Certification and obtained the certificate on 08/08/2023 3. Improvisation in self-appraisal forms - converted into more quantitative form from qualitative aspects for better appraisal of the employees. 4. Conducted the Academic and Administrative Audit of the institution and Green Audit 5. Introduced policy documents on Knowledge exchange and admission process and upgradation of the policy documents.

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

Plan of Action	Achievements/Outcomes
IQAC initiatives	Completed NAAC with A Grade, Completed ISO, Submission for status of 2f and 12B
Curricular activities such as Special Lectures, Conferences, Webinar and Workshops for students	11 activities conducted on BRM, ED, IPR
Co-curricular activities such as Orientation, Inter/Intra-College competitions, Knowledge exchange	18 activities conducted
Extra-curricular activities such as Industrial visits, Competitions (Sports and Cultural)	7 activities conducted
Students centric and progression events such as Holistic Development and preparation for competitive exams	30
Extension activities such as Social service, environmental conservational related activities, NGO visits, Swachha Bharat, etc.	14

13. Whether the AQAR was placed before statutory body? **Yes**

- Name of the statutory body

Name	Date of meeting(s)
Governing Body	30/10/2023

14. Whether institutional data submitted to AISHE

Part A**Data of the Institution**

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6.Date of Establishment of IQAC			03/07/2019		
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Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
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• Upload latest notification of formation of IQAC			View File		
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<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded
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Name	Date of meeting(s)
Governing Body	30/10/2023
14. Whether institutional data submitted to AISHE	
Year	Date of Submission
2021-22	14/01/2023

15.Multidisciplinary / interdisciplinary

The terms "multi-disciplinary" and "interdisciplinary" refer to learning methodologies that incorporate concepts and techniques from several academic disciplines. These are the two different approaches adopted for the holistic development of the students.

Multidisciplinary education integrates several academic disciplines or professional specializations. students gain knowledge from all of these views since each subject maintains its own theories, methodologies, and approaches.

Interdisciplinary education goes beyond multi-disciplinarily by blending and integrating concepts, theories, and methodologies from different disciplines to create a more holistic understanding of a particular topic or problem.

The institution adopts both multi and inter disciplinary approach using the open electives and discipline specific electives respectively. Each department offers open electives wherein a student can choose a subject from other streams of education. Department of Computer science offers Artificial intelligence and Digital fluency to the Commerce students and Department of Commerce and Management offers Entrepreneurship development, Financial Accounting and Financial literacy to science students. Further general subjects include Employability skills, financial education and investment analysis, Management of work force, Health and Wellness are offered for gaining wider and in-depth knowledge. Three Indian languages; Sanskrit, Hindi and Kannada are taught along with English as medium of learning.

16.Academic bank of credits (ABC):

UGC has introduced Academic Bank of Credit (ABC) to check and manage the credits earned by the students. Academic Bank of Credits (ABC) is the initiative of Ministry of Electronics and Information Technology (MeitY) and Ministry of Education.

ABC enables student mobility across higher education system in the country with an appropriate "credit transfer" mechanism from one programme to another, leading to attain a Degree/ Diploma/PG-diploma, etc. under National Education Policy 2020. It facilitates the smooth transition of knowledge and expertise into a credit-based economy.

The institution adopts the Unified University and College Management System (UUCMS) which is developed and implemented in collaboration with the Centre for Smart Governance (CSG),

Department of E-Governance, and Government of Karnataka. The UUCMS is a centralized portal that streamline the activities of Higher Education Institutions. It is an online process of handling admissions, examinations, degree awarding, and student attendance. Every student details is available in the portal from the time of registration to till the completion of the program. Further students use digital locker to store and share documents & certificates safely.

17.Skill development:

The process of gaining or enhancing specialised knowledge or competence in a particular field is referred to as skill development. Development of skills is vital to gain immediate employment opportunities. It's a career-long pursuit that can further aid in personal and professional development. Assessment of the strengths and weakness of students would help in identifying clear areas of skill development, and enhance the same by providing suitable practical exercises and exposure.

The institution enhances the skills of the students by offering projects, assignments, case study analysis, problem solving and computer programming. Various special lectures, workshops, competitions are organised and Experts are invited to impart knowledge on specific areas to enhance the skills of the students. Students are also exposed to job floor, field visit, and industrial visits to gain practical experience for better application aspects. Intra and inter class competitions are organised like Head honchs, Biz BEE, Top Notch, Tech Com, and class quiz competitions. Peer tutoring is also adopted to inculcate the leadership styles, communication and confidence.

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

Recognising and integrating the rich and varied legacy of traditional Indian knowledge into a variety of facets of contemporary society, such as education, healthcare, agriculture, technology, and sustainable development, is necessary for the proper integration of the Indian knowledge system. This integration can happen by inclusion of the age old traditions, culture, local wisdom, Art & craft, lifestyles etc in the curricula. This kind of Curriculum Integration will allow students to learn about both traditional and modern methods by incorporating elements of Indian traditional knowledge into curricula in mainstream education.

The integration of Indian knowledge is mainly executed by the language departments; Kannada, Hindi, English and Sanskrit. These departments impart the Indian history through literature, poetry, and prose, folk and evolution of the culture and traditions in the society. Events and competitions are organised like essay writing, debate, pick and speak, etc., for the students to explore their awareness on the Indian knowledge. Experts are also called to deliver lecture in these areas to regain the comprehensive knowledge system of our heritage and demonstrate the 'Indian way' of doing things to the world.

The Cultural committee also organises a competition "Vishista Vyshitya" - the talent hunt related to singing folk songs, rangoli, drawing, dance competitions and pick and speak in Kannada, Hindi and Sanskrit. National importance days are celebrated to give awareness on the noteworthy events on the nation. Furthermore, there is a mandatory course on cultural education in the NEP 2020 syllabus.

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

The outcome-based education system, also known as standard-based education, has shown to be effective in assisting organisations in measuring their learning outcomes while also giving students the chance to acquire new abilities that would help them differentiate themselves from their international peers. It focuses on measuring skill, knowledge and attitude of the students.

An educational technique that arranges all curriculum components around a set of objectives i.e. is Program outcome and course outcomes. The main objective is to gauge student performance using results. Students' performance is mapped out and measured at each stage by the OBE. By expanding students' knowledge and abilities, the OBE model seeks to optimise their learning results.

The process of OBE adopted in the institution involves:-

- Program Outcomes (PO) and Course Outcomes are defined by the affiliating university or framed by the concerned department based on the prescribed syllabus. It is framed using the Bloom's taxonomy. Minor modifications are made in COs and POs if required.

- There are two steps to get the PO Attainment. They are Direct attainment (IA marks and SEE results) and Indirect attainment through Exit survey from the students. The proportion of these two is Indirect 20 % : Direct 80%. For all the courses, PO attainment is calculated in the excel sheets containing required formulae and format framed by the faculty members of the institution.
- For each Course, direct attainment of a Course is determined from the performances of students to all the assessment items related to that particular CO. Course Outcome attainment is done with the available internal assessment marks and semester end examination marks based on the proportion set like 30%:70% or 40%:60%.
- Followed by the course attainment, gap analysis will done by the respective faculty and measures will be taken from the upcoming batches in the respective course for better course attainment in the future.
- Indirect attainment is obtained through the responses collected from the exit survey and it amounts to 20% of the Program attainment.
- PO attainment Report is generated for the containing the course attainment of the semesters of that particular batch.
- Gaps are analysed and addressed with suitable measures for the upcoming batches.

20.Distance education/online education:

University of Mysore has started distance education and online education programs with a view to provide increase access to higher education aspirants who couldn't pursue education through conventional mode of learning facilities. The affiliated institutions are given permission to open study centers through distance learning.

MIT First Grade College is recognised as a study centre for distance education program from the University of Mysore from 2019. Programs such as BS.(IT), BBA, BCom, and BA are offered by the institution for distance learning. Eight PG programs are also available under distance education and they are MA (Kannada, History, English, Economics, Political Science, and Sociology), M.Com and MSc. (IT). Since no students have registered till today, the institution could not render its service in this area.

Extended Profile

1.Programme

1.1	180
Number of courses offered by the institution across all programs during the year	
File Description	Documents
Data Template	View File
2.Student	
2.1	878
Number of students during the year	
File Description	Documents
Institutional Data in Prescribed Format	View File
2.2	215
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	
File Description	Documents
Data Template	View File
2.3	234
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	30
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	30
Number of sanctioned posts during the year	

File Description	Documents
Data Template	View File
4.Institution	
4.1 Total number of Classrooms and Seminar halls	16
4.2 Total expenditure excluding salary during the year (INR in lakhs)	99.07
4.3 Total number of computers on campus for academic purposes	110

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The institution follows curriculum provided by University of Mysore which is the affiliating university. The BOS of university frames and revises the syllabus periodically. The Choice Based Credit System was adopted from AY 2018-19. Subsequently, NEP2020 based curriculum is being followed from AY 2021-22.

The institution has constituted Academic Advisory committee, which meets twice in a year, to analyze and approve plans prepared by various committees regarding curriculum to be conducted in institution and same is sent to the management for approval. The suggestions by IQAC are taken into consideration during the plan of calendar of events along with the University calendar of events.

Timetable committee prepares the timetable. The faculty prepares lesson plan and teaching materials. The study material is also uploaded in institution's e-library for benefit of students. Further, day to day task completed is noted in work done diary which will be verified by HoD and Principal. Periodic meetings will be conducted by respective Heads in order to evaluate the teaching process.

Orientation programme for the freshers' will be organized every year wherein curriculum details are provided along with information on statutory committees, motivational session, code of conduct, soft skills and human values, etc.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

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

Before the commencement of each semester, University notifies an academic calendar for all the programs, which contains proposed date of reopening, last working day of the semester, and semester-end examinations. Our institution follows the calendar issued by the University and plans all its activities accordingly by preparing an institute-level calendar. The academic calendars help the department and faculty members to plan their respective course delivery, academic and co-curricular activities. Department heads closely supervise and monitor the completion of the syllabus as per the lesson plan prepared by faculty members. Internal Assessment tests (IA), assignments, practice exercise, seminars, viva voce internship/ field work /project work, lab exams are part of the CIE of students. The course instructors prepare IA question papers based on the revised Bloom's Taxonomy along with the scheme of evaluation approved by the department Head. The Examination Committee conducts internal assessment test as per the schedule. Post IA tests, evaluation of answer scripts, and calculation of CO attainment are carried out by respective Course Instructors. The Principal, through the academic committee meetings, frequently reviews the semester's progress and provides suitable suggestions. In case of revision of academic calendar by the university, institute incorporates the necessary changes accordingly.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate B. Any 3 of the above

in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

4

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

3

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

89

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

The vision and mission statements of the institution reflects human values and professional ethics. The curriculum, special lectures, orientation programme, outreach programme etc. effectively integrates cross-cutting issues relevant to gender, environment and sustainability, human values and professional ethics and leads to a strong value-based holistic development of students.

Gender sensitization: Students are sensitized and encouraged to work towards gender equity from a cross-cultural perspective. Counselling to the students is provided through faculty and mentors. Gender sensitization awareness programmes are conducted on related issues.

Environment and Sustainability: The institution has a community orientated work culture based on the sustainable way of life that involves integration eco-friendly activities. A compulsory core course on Environmental Studies is included in UG programmes that focuses on awareness on sustainable environmental practices.

Human Values and Professional Ethics: Language courses addresses

various topics covering the human values and professional ethics. Also, courses such as Human Rights, Management Principle and Practice, Professional Ethics are part of curriculum which address the mentioned domain. Furthermore, students are oriented on professional ethics in placement training and through special lectures.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

2

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	View File

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

99

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders
Students
Teachers
Employers
Alumni

A. All of the above

File Description	Documents
URL for stakeholder feedback report	https://mitfgc.in/feedback-and-suggestions/
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://mitfgc.in/feedback-and-suggestions/

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

329

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

179

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The institution assesses the learning levels of the students periodically through various means such as course outcome attainment and feedback. Students enrolled in various programs are identified as slow and advanced learners based on their performance in the first year of under-graduation. For identifying advance learners and slow learners parameters such as academic performance, involvement in curriculum, confidences etc. are considered.

Ten slow and advanced learners based on previous score, are circulated amongst the faculty members to rate them using the qualitative and quantitative measures. The HOD shall consolidate the submitted list and select five slow and advance learners respectively having majority vote and notify to all the faculty members.

Strategies adopted for slow learners:

1. Remedial Classes.
2. Personal counseling.

3. Additional Learning resources.

4. Solving question banks and question papers.

Strategies for the advanced learners:

1. Encouragement for self-learning.

2. Encouraging them to participate in inter-collegiate competitions.

3. Members of various committees.

4. Peer tutoring

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
878	30

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The students are encouraged to be a part of the following student centric methods:

Experiential Learning: Students are encouraged to form groups and learn together. Students attend expert talks by resource persons which help them to learn and acquire knowledge easily. To provide practical knowledge industrial visits are arranged. Students are encouraged to take up projects and internships.

Participative learning: Seminars and special lectures are

conducted on various topics such as Indian Culture, Human Values & Gender Equality; Research Methodology etc., are organized to have simulated experiences. Also, group discussions, brainstorming are conducted.

Problem Solving: Every individual faculty tries to give the learning experience in every aspect. Events and activities such as Creative juniors, Head Honchos, Role-plays, technical presentations, practice exercise, etc. are organized to develop independent learning skills and to cater team work.

Innovative learning is encouraged through project assignments, presentations and case study analysis. Students will undertake project work in their final semester as a part of their academics. Further, the clubs such as Swadeshi Vidyarthi Brigade assign projects to students on various topics related to entrepreneurship.

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

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

The institution is WIFI enabled and has ICT enabled classrooms where faculty members make absolute use of facility in their teaching learning approaches. In addition to chalk and talk method of teaching the faculty are using the IT enabled learning tools such as Power Point Presentation, Audio - Video clipping, E-notes, sharing information through WhatsApp Group and YouTube channel to explore various means to disseminate knowledge.

Faculty updates day wise attendance of the students through College Management "Maharaja Education Trust" App. Furthermore, information to parents also are sent through the app.

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Also, the student enrollment details, IA marks, course selection, etc are managed through the "UUCMS" web platform which is provided

by the University.

Students use ICT while giving the presentations in the classrooms and in other academic events. BCA students have developed an informative android app "MIT FGC App" which is available in Play store. The app has e-resources such as notes, question papers, calendar of events, lecture videos etc.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

30

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

30

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

3

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

143

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The institution has a transparent and robust evaluation process. Students will be informed about the process of assessment strategy and methods of evaluation. It includes different components such as tests, assignments, seminars, viva, practice exercises etc. Internal assessments are conducted as per the CBCS & NEP curriculum. It includes C1 C2 for 40 marks (UG-CBCS) and 30 marks (PG-CBCS) & C1 C2 for 30 marks (UG-NEP). The final internal assessment marks are communicated to the students and each department maintains the documentation of IA marks. Also, the student can view their IA marks, course selection, etc. through the "UUCMS" web platform which is provided by the University.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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

The institution follows strictly the guidelines and rules issued by the affiliating university while conducting internals and semester-end examinations.

At institution level, an examination committee, comprising of faculty as members constituted for the smooth conduction of internal examination. The concerned faculty distributes the evaluated answer scripts to students, and any clarifications or grievances are addressed by the concerned faculty. If any discrepancies like mistakes in question paper, mark allocation, correction noticed by the students, will be resolved by the concerned faculty. If a student is not satisfied with the marks awarded even after retification, then he/she may represent the same to the HOD/Principal. All such representations are taken positively and are reassessed by another faculty if necessary.

At University level if students have grievances related to evaluation of semester end examination, it is intimated to the respective subject handling faculty and the head of the department if necessary, for further action.

Students can apply for re-evaluation of their answer scripts soon after the declaration of results if they are not satisfied with their results. The results of re-evaluation will be announced as per the university norms.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The PO's and CO's form the basis for achieving Mission and Vision of the institution. For each of the programs under CBCS, the respective department has framed the PO's by following the NAAC manual. The PO's for NEP 2020 curriculum is given by the University. Each faculty frames the CO's by referring to the revised Bloom's Taxonomy for their respective course and maps with the PO's by preparing the CO-PO Mapping matrix. Each course outcome is mapped to PO in terms of the relevance based on graduates attribute rubrics. Three levels of relevance based on the degree of correlation are used. The levels of correlation are 1 for low, 2 for medium, 3 for high correlation.

The CO's and PO's are displayed in the department notice board as well as the institution's website which can be accessed using the following link: <http://mitfgc.in/programmes-offered/> .

The CO's of each of course is mentioned in the respective course material and made available in the website. Furthermore, during the orientation programme the students are made aware of the OBE, PO's and during the first day of the course the faculty explains the CO's to the students in the class.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://mitfgc.in/programmes-offered/
Upload COs for all Programmes (exemplars from Glossary)	View File

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

Direct attainment for each of the course is computed by using an excel sheet which takes into consideration the IA and SEE marks

(40% SEE and 60% CIE weightage). The consolidated attainment values of all the courses are used to calculate the program attainment (20% Indirect Attainment and 80% Direct Attainment). Exit survey is used for the indirect assessment.

Every department conducts meeting to set the attainment levels and assess the levels achieved for each of the program offered. The attainment level for courses is set based on the previous performance. Each course may have different targets and attainment levels set by the respective course instructor. Setting the attainment levels will help to determine the attainment of each CO against the set target. If the required attainment has not been achieved, the course instructor makes an attempt to fill the gaps by taking remedial measures. Likewise, if the required attainment level has not been achieved for PO's, the department takes suitable remedial measures to achieve the targets. The target for each of the PO is set in the range of 1.5-2.5. The entire process is aimed to achieve the objectives of OBE.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

163

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://mitfgc.in/wp-content/uploads/2023/12/Annual_Report_22-23_Edited.pdf

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://mitfgc.in/wp-content/uploads/2022/NAAC/AQAR_2022_23/C1/1.4.1%20feedback/student%20satisfaction%20survey/Student%20Satisfaction%20Survey%20response.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	No File Uploaded

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

1

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

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

0

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The MIT FGC strives to promote activity-based experiential learning encapsulating joyful and interactive pedagogy to stimulate inquisitiveness and critical thinking among students. In this pursuit, the institution has undertaken multifarious initiatives. The institution promotes innovation and entrepreneurship among students to acquire skills that would catalyse innovation and economic growth. Various activities such as, Head Honchos, Green Vibes, Top Notch, Kannadiga and Kannadathi innovative projects, AI Exhibition, Industrial Visit, paper presentations special lecture, seminar and workshop are organized throughout the year to motivate students. Further, students are motivated to participate in pitch fest such as hackathon, techno-management fest, and inter collegiate competitions.

The institution has established innovation cell to encourage faculty and students towards innovation and creativity. Furthermore, the managing trust has facilitates seed money for any innovative ideas.

The digital study materials are available to the students for augmentation of knowledge.

To foster creative ecosystem the institute brings out college magazine "NINAADA" to encourage students.

The wall-frame encourage students to be innovative and dynamic. Quiz, and debate, are organized to boost students' interests in academics. In association with IQAC, college organizes educational interactive sessions. The staff are encouraged to publish their research in reputed journals.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

3

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

4

File Description	Documents
URL to the research page on HEI website	https://mitfgc.in/research/
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

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

1

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

16

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

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

The institution renders its service through organizing a number of extension activities to promote institute neighbourhood community association to sensitize the students towards community needs to bring communal transformation in the surrounding rural communities.

The institution follows a set of academic principles to augment its goals. Well-planned extension programs are implemented and monitored regularly. Students are encouraged to participate in the extension and extra-curricular activities. In association with IQAC, the institution conducts various extension activities through NSS, Rotaract etc.

Extension activities are integrated with curriculum. The institution in line with its vision, is conscious of its responsibilities for shaping students into responsible citizens of the country by making them aware of social issues. The institution provides consciousness to the students as well as villagers about the significance of social issues like Swachh Bharat Abhiyan,

environmental pollution, health and hygiene, awareness on tobacco and distribution of saplings initiates green revolution . Around 464 NSS and Rotaract volunteers actively participate in social service activities leading to the overall development and social responsibilities. In addition, the institution has sensitized the students to the various social issues and social responsibilities , which in turn helped in their holistic development as responsible citizens with moral values.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

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

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	No File Uploaded
e-copy of the award letters	No File Uploaded

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

14

File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

464

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

3

File Description	Documents
e-copies of related Document	View File
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate

houses etc. during the year

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

3

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The institution is situated in Industrial suburb area of Mysore. It accommodates about 878 students across four streams B.Com, B.B.A., B.CA and M.Com. The building has four floors and a basement with 16 ventilated classrooms, two laboratories, library, canteen, staff rooms. The trust has purchased 1.15 acres of land adjacent to the existing building for further expansion. Administrative work and Principal chamber are well housed and structured. Each floor has well-maintained rest rooms with adequate aeration. Broad steps with railings are provided. Electrical gadgets like fans, LED bulbs and projector with sufficient Wi-Fi facility are provided across the institution. Lift facility is provided for specially abled staff and students. RO water is provided in all the floors. Generator facility is provided during the electricity failure. Stationary cum photocopy shop is available for the benefit of students. There are 16 CCTV fixed at vital places. Library is well equipped with around 3900 number books. The institution has well equipped 2 computer labs accommodating 110 computers with the operating system "Windows and Ubuntu". There is a provision to conduct indoor and outdoor events with around 120 seating capacity with audio-visual equipment.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://mitfgc.in/infrastructure-and-ict/

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

The Management has provided all the required infrastructure to facilitate cultural, sports and yoga activities. The following are the details of the facilities:

- Multipurpose function hall

An auditorium with 120 sitting capacity and audio-visual equipment is available. The dimension is 26.3 x 29.10 ft and area in sq ft is 765.33. It is used for conducting Indoor games such as Chess, Carom, Ludo, and Yoga. Further, Inter-class, Intra-class and Inter-Collegiate Competitions and cultural events like Vishishta Vaishishtya, Annual cultural competition are organised in this hall.

- Chanakya Amphi Theatre

The dimension of Amphi Theatre is 0.06 acres and 286.34 sq ft in area in with sitting capacity of 200. It is used for outdoor cultural events like Vishishta Vaishishtya, Dance, Singing, Suggi Habba, celebration of National festivals, and other common events. Blood Donation and health camps are organised in this theatre.

- Sports Ground

Institution has purchased 1.15 acres land with a dimension of 200X300 ft and area in Sq ft 60,000 adjacent to the present college building. Outdoor games like Kabaddi, Throw ball, Volleyball, Tennikoit, Shuttle and Badminton are played here. The ground is well maintained regularly for playing different sports by the students and for competitions.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://mitfgc.in/infrastructure-and-ict/

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

16

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

4.53

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

Library is the heart of an academic and learning system is located in the ground floor. Provides good seating arrangements and

ambiance for learning. The library is automated using the opensource software "KOHA" Version: 21.1 and the year of automation is 2021.

Library staff can use the software for searching books and check the status. All the transactions made during the particular day are being stored, can take a day-to-day report whenever needed. The reports are generated as crystal one. Software provide WEB interface to search various databases, cataloguing as per international standards. This module allows to create, update and maintain the Books, Book- Bank, Thesis, Proceedings, Conference Proceedings, Reports, Patents, bibliography etc.

The specific featuers of KOHA LMS are:

- Union catalog facility
- Customizable search
- Online circulation
- Bar code printing and scanning
- Patron card creation
- Report generation
- Patron self registration form through OPAC

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

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

0.027

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

27

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

The increasing use of ICT helps the stakeholder to perform better and new methods of teaching. Hence, the institution provides IT facilities to help students and teachers. In this connection every year the management has taken initiatives to upgrade the facilities.

Following are the measures taken by institution to facilitate the IT infrastructure:

- There are 110 computers are powered with Intel core i3 processor CPUs with 4GB/8GB RAM and flat LCD/LED monitors and latest software applications.
- Faculty use white board along with LCD projectors for teaching to provide better learning experience.
- Increased the internet bandwidth from 100 Mbps to 500 Mbps.
- Additional internet line of 150 Mbps is added for

uninterrupted internet usage for office.

- Whole campus is having Wi-Fi access for uninterruptable internet usage.
- The function hall is fully equipped with multimedia audio-visual public-address system to enrich the learning experience for stake holders on learning centric occasions.
- All the workstations are secured with licensed anti-virus from K7 to block unnecessary content.
- Three computers which are used in the office is upgraded with new high end graphic card, SSD drive enabled workstations.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.3.2 - Number of Computers

110

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

43.28

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The IQAC of the institution has come up with the procedure and process for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The following are the process followed by the institution:

- Separate Stock Register for physical equipment, Sports equipment and NSS equipment
- Equipment Movement Register for managing the movement of physical, sports and NSS equipment.
- Various committees are formed for conducting activities in the institution.
- Standard Operating Procedures and Quality Policies are formulated by the IQAC.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://mitfgc.in/wp-content/uploads/2022/NAAC/AQAR_2022_23/C4/4.4.2_AdditionalDocumentLink.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

565

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

359

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to Institutional website	https://mitfgc.in/advantage-mit-fgc/
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

1339

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

1339

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

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

A. All of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

11

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

53

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

3

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year

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

29

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

The stake holders of the institution involve themselves in academic and administrative operations. Students play a major role in representing in these events. There is a chance for equal

participation irrespective of gender.

Curricular: Class representatives are nominated by an election process. Male and female representatives are chosen for each class who mediate between the class, faculty, and organize departmental and institutional events.

Co-curricular: Every class has a sports and cultural representatives who facilitate with sports and cultural committees and students. The students represent in various committees such as library, cultural, sports, Electoral literacy club, Magazine-Ninadda, Swadeshi Vidyarthi brigade and all other statutory Committee. They involve in conduction of annual sports day, Vishshitya-Vaishishtya inter & intra college events / competitions.

Extra-curricular: Rotaract and NSS unit are actively involved in the institution activities. The units have students as volunteers who render their services by cleaning the campus and neighbourhood, visiting remote villages, attend camps, create awareness on all central government schemes and organize national and international importance days. Students raise funds voluntarily to help their co students who need financial support majorly to meet their health/accident and education also for societal causes.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

File Description	Documents
Report of the event	View File
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Though there was a great interaction between the institution and alumni, yet there was no establishment of the Alumni Association. In the year 2020-21, the institution formally inaugurated the Alumni Association on 27th July 2020, and gave it a structure with President, Secretary and Treasurer. The Alumni Association is registered under the co-operative society act 1960 bearing registration number DRMY/SOR/31/2022-2023 on 19/05/2022.

The alumni association has the best practice of donating books to the institution Library. This shows their academic interest and concern for the new generation at large. They take initiation in sharing their academic and professional experiences with the fresh batch. Thus, motivating them for a better future. Every year association organizes get together. Association has also planned to provide free coaching for rural students aspiring to become Graduates. Furthermore, the alumni has donated plant saplings for the Green Vibes, an initiation by the Department of Commerce and Management for green campus. These projects of the association show the philanthropic and academic interests of the alumni.

File Description	Documents
Paste link for additional information	https://mitfgc.in/alumni/
Upload any additional information	View File

5.4.2 - Alumni contribution during the year E. <1Lakhs

(INR in Lakhs)

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

VISION OF THE INSTITUTE

Empower the individuals and society at large through educational excellence; sensitize them for a life dedicated to the service of fellow human beings and mother land.

MISSION OF THE INSTITUTE

To impart holistic education that enables the students to become socially responsive and useful, with roots firm on traditional and cultural values; and to hone their skills to accept challenges and respond to opportunities in a global scenario.

The initiatives are adopted in support of the Vision and Mission:

- Following effective teaching - learning process: This is accomplished by following established quality practices that focus on effective teaching, mentoring and personal support and documentation.
- Ensuring student development and participation in curricular and extra-curricular activities: Students are encouraged to participate in various activities and platform is provided to explore their talents.
- Development of entrepreneurship among students: Various activities such as workshops, invited talks, projects, etc., are carried out under the Swadeshi Vidyarthi Brigade. Students are also motivated to support for local products.
- Emphasizing Institute-Industry interaction and partnership: Supporting internships, MOU's, industrial visits, trainings, special lectures and career guidance.
- Community services and outreach activities: Conducting social awareness camps, identifying community and social development work, through NSS and Rotaract.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

Decentralization is seen in every operational procedure of academics and administration in the institution. Various committees which include student representation, functions independently by following the chalked-out protocols and action plans. Through this institution practices decentralization, teamwork and participative management.

There is Governing Council which approves major decisions to be implemented through the management, principal, heads and coordinators. Similarly, the Academic Advisory Committee chalks out the calendar of events, staff requirements and other academic matters. The IQAC takes the responsibility of upholding the quality culture strategically through various committees and policies.

Various committees are formed in order to meet the objectives of the institution. They meet periodically and together plan the activities. The entire institution ensures a system of participative management whereby information flow and decision-making process involves management, staff and students.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The following are the perspective plan that are effectively deployed by the institution:

i. Following effective teaching learning process.

- ii. Developing and following leadership and participative management.
- iii. Establishing a continuous Internal Quality Assurance System.
- iv. Ensuring good governance.
- v. Ensuring student's development and participation.
- vi. Ensuring staff development and welfare.
- vii. Put emphasize on Institute - Industry interaction and partnership.
- viii. Development of entrepreneurship among students.
- ix. Encouraging research and development work
- x. Increasing Alumni interaction and participation engagement
- xi. Indulge in Community services and outreach activities
- xii. Developing physical infrastructure.

The implementation of strategic plan will be monitored time to time by Principal, Governing Council, Academic Advisory Committee and other committees through periodic review. The committee coordinators shall prepare the detailed progress report and present it during the review meetings. The benchmarking of quality standards and its monitoring, evaluation of attainment shall be carried out by the IQAC independently. The IQAC shall report the findings to the Academic Advisory Committee, Management and Governing Body members. With thorough analysis of the report, the above shall recommend the corrective actions, need of further processes and deployment of resources.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://mitfgc.in/strategic-plan/
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The institution is managed by Maharaja Education Trust (MET) ®. The Board of Management, headed by the President of the trust which is the governing authority of the institution and provides the necessary leadership for all institutions under MET.

The Governing Council (GC) is entrusted with the responsibility of formulating long term goals for the institution and review the overall performance of the institution.

The Academic Advisory committee is comprised of all the Heads of the department, Academic advisors and the Principal. The Principal oversees the Administrative Office and the functions of the teaching and non teaching fraternity and IQAC.

The academic administration of the college is decentralized and responsibilities are distributed among Vice-Principal, Heads of the Departments and Committees.

Institutional Procedures:

Service Rules: All employees of the institution are governed by the service rules of MET. The service rules manual is made available in the library, website as well as department for the reference of the employees.

Quality Polcicy and Standar Operating Policy:The institution has quality policyfor majority of its process for effective functioning.

File Description	Documents
Paste link for additional information	https://mitfgc.in/annual-reports-of-the-institution/
Link to Organogram of the institution webpage	https://mitfgc.in/staff/
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user inter faces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The management has put in place the following welfare measures:

- There are 12 casual leave per year.
- Maternity and Paternity leave is provided as per rules.
- Provident fund and ESI benefits as per government regulations.
- Maharaja Education Trust ® provides loans at nominal rate of interest. The Loan amount is recovered from salary in equated monthly instalments.
- Group health insurance scheme is provided for the employees which cover their family members. 25% of premium amount is contributed by the Management.
- Special casual leave of maximum 30 is sanctioned to the staff for institutional/University related assignments and also attending faculty development programmes or workshops.
- Employees of the institution are entitled to paid leave of 10 days for marriage.
- OOD is provided for attending any institution related task assigned.
- Staffs are allowed to use college ICT facilities for their research work.
- Incentives for faculties who publish book, papers and attend conferences, etc as per the service rules.

File Description	Documents
Paste link for additional information	https://mitfgc.in/wp-content/uploads/2023/10/ServiceRules_MITFGC_25_10_23.pdf
Upload any additional information	View File

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

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

4

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	No File Uploaded

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

18

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

The institution has a efficient performance appraisal system which is adopts the following process:

- IQAC provides self-appraisal forms to all the faculties

during the end of academic year. This form consists of all the parameters like qualification enhancement, research, results, upskilling, societal activities, behaviour with peers.

- The submitted self-appraisal forms are summarized based on defined criteria qualitatively and quantitatively. The faculty will be called for interaction with the higher authorities for appreciation, improvement and suggestion.
- Non-teaching faculty are assessed based on job performance, attitude towards students, parents and staff and pro activeness towards the work.
- Feedback from all the stakeholders are collected and analysed for appraisal.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The institution has a very strong mechanism for conducting external audit. External audit is carried out in an elaborate manner on yearly basis by Chartered Accountants. As of now there are no major findings / objections. Minor errors of omissions and commissions pointed by the audit team are immediately rectified / corrected and precautionary steps are taken to avoid references of such errors in future. The audit of the institution is conducted every year by, G N ANANTHAVARDHANA, FCA CHARTERED ACCOUNT Membership No.025113.

The audit shall be conducted in accordance with the auditing standards generally accepted in India. The audit is performed to obtain reasonable assurance whether the financial statements are free from material misstatements. The audit includes examination of basic evidence supporting the amount and disclosures in the financial statements. This also includes assessing the accounting principles used and evaluating the overall financial statement presentation.

Mechanism of External Audit:

- Vouching the receipts and payments
- Verify the salary payment, TDS, Income Tax, EPF, ESI, Professional tax, etc
- Examining the property titles, approvals, fee payments to regulatory bodies
- Evaluating fee receipts
- Certify the audit report
- Filing the Income Tax returns regularly

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)**6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)**

0.5

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

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

Mobilization of Fund: The funds for our institution are mobilized through following sources:

- Student fee is the main source of fund for the institution.
- The other minor source of income is infrastructure rentals which are charged for renting out institute's classrooms. The convenient location of our institute has drawn several agencies to seek our infrastructure for conduct of various exams like police recruitment, KSET examination, KPSC

recruitment.

Optimal Utilization of Resources: The funds of our institution are judiciously utilized for meeting various expenses and investments which include:

- Resources are set aside for various student activities and conducting programmes to ensure student welfare.
- Each year funds are earmarked for hosting various events such as TECHOM, FRESHERS DAY, COLLEGE DAY and Sports events to promote the development of students.
- Funds are also utilized by providing staff loans and infrastructure augmentation.
- Purchase of assets, repairs and maintenance, utility expenses is the other head for which the financial resources are judiciously utilized.
- Sufficient funds are spent for purchase of Library resources, renewal of subscriptions, etc.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

1. Academic and Administrative Audit of the institution: the institution conducts regular AAA to review the programmes and academic activities and to evaluate the efficiency and effectiveness of the institutional operations. A committee consisting of external and internal members audit the department and administrative aspects and mention their observations and suggestions for the improvement in the Report.

It comprises audit of each individual department activities. IQAC has chalked out a format to evaluate the operational process of the department in alignment with IQAC initiatives, university and institutional calendar of events. The areas focused are faculty qualification, members of BoS and BoE, student strength, result

analysis, innovative modes of teaching learning process, and value added courses conducted for students. Further conduction of events, special lectures, workshops, competitions and other activities in the areas of business research methodology, intellectual property rights, entrepreneurship development, gender sensitivity, environment conservation etc. Organisation of student support programmes; guidance for competitive examinations, placements, personality development, Industrial visit.

Administrative audit is conducted to audit the documents maintained in the office.

2. Improvisation in self-appraisal forms: IQAC reframed the format of self-appraisal forms by including more quantitative aspects for appraisal than qualitative aspects.

File Description	Documents
Paste link for additional information	https://mitfgc.in/igac/
Upload any additional information	View File

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

The two examples of IQAC-supported teaching and learning review are:

1. Course Outcome and Program Outcomes Attainment: CO PO attainment: Every course has defined Course Outcomes (COs) that are linked to PSOs and POs. The quantitative evaluation of COs is done using a set of performance evaluation criteria. Internal Assessment (IA) or Continuous Internal Evaluation (CIE) and Semester End Examinations (SEE) marks are evaluated for the each student based the target levels set for the CIE and SEE. PO attainment value in CIE and SEE is determined based on the CO Attainment value. These two values are considered for the Direct PO attainment. The achievement of COs thus serves as proof that POs and PSOs have also been attained.

2. Feedback mechanism applied in the institution has significantly contributed for the betterment of the teaching learning process. Faculty appraisal by the students, faculty on the curriculum, students on the infrastructure, employers feedback are reviewed,

analysed by the IQAC and the higher hierarchy and relevant measures are implemented for improvement the stakeholders. The feedback collected from the students are for the analysis. If any major issues are identified academic advisors, Principal and management would resolve and provide solutions and suggestions. The 2022-23 academic year's feedback analysis is quite affirmative and appreciable.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://mitfgc.in/annual-reports-of-the-institution/
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

The institution follows gender equity and sensitises the staff and students to gender-based challenges and concerns. The prescribed

curricula provide important platform to engage in discussions regarding gender disparity and factors producing and propagating gender inequalities in the society. In addition to the curricular engagements, several other programs highlight the gender concerns to a gender-equal society.

IQAC provides the action plan for the academic year and respective committees will conduct the events as per the plan. At the beginning of the academic year various committees like Anti-Ragging, Anti-Sexual Harassment/Women's Cell is formed for security of the students especially, girl students. These committees regularly conduct programs to create awareness and empower girl students. The institution insists on uniform and identity cards to enter the premises.

The institution provides equitable platforms for sports, cultural events, group discussions, entrepreneurship programs to exhibit their talents and skills.

Every year annual sports meet is conducted for both girls and boys and other competitions like Inter-College and Intra-College competitions, kabaddi, throwball, shotput, tennikoit and running races are conducted.

File Description	Documents
Annual gender sensitization action plan	https://mitfgc.in/wp-content/uploads/2022/NAAC/AQAR_2022_23/C6/IQAC_ActionPlan22_23.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://mitfgc.in/wp-content/uploads/2022/NAAC/AQAR_2022_23/C7/7.1.1/SpecificFacilityWomen.pdf

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

B. Any 3 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

The Institution has taken some of the initiatives regarding the management of degradable and non-degradable wastes:

Solid waste: The waste is segregated as dry waste and wet waste. Separate dustbins are placed in each floor for the convenience of the students and every day it is cleared by the ground staff and dumped outside the building in garbage dump which the Corporation Personnel will clear regularly.

E-waste: The segregated e-waste is disposed by the local scrap dealer.

Liquid waste: The institution has rain water harvesting facility where the rain water is used for watering the plants.

Miscellaneous: Old newspapers and stationary waste is disposed by the local scrap dealer.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

A. Any 4 or All of the above

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles
3. Pedestrian-friendly pathways
4. Ban on use of plastic
5. Landscaping

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following
 1.Green audit
 2. Energy audit
 3.Environment audit
 4.Clean and green campus recognitions/awards
 5. Beyond the campus environmental promotional activities

C. Any 2 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	No File Uploaded
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms.

Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment

5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

1. The institution believes in equality of all cultures and traditions as it is evident from the fact that students belonging to different caste, religion, regions are studying without any discrimination. Students have to come to institution with uniforms to maintain socio-economic harmony. Demographics of students and

faculty clearly highlights inclusive environment.

2. The institution has been taking several efforts and initiatives in providing an inclusive environment i.e., acceptance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities among the students and staff and other stakeholder. Several National and International importance days like women's day, yoga day, democracy day and many national festivals like Independence Day and Republic Day are celebrated.

3. NSS Unit of our college has organized various programmes related to social services like cleaning in and around campus and organising NSS camps in villages, public awareness programs, vaccination drive, blood donation camps, etc.

4. There is Grievance Redressal Cell and Equal Opportunity Cell in the institution which deals with related issues.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	No File Uploaded

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

Institution ensures that the staff and students are sensitized on constitutional obligations: values, rights, duties and responsibilities of citizens. National importance day and other important national festivals including Birth/Death anniversaries of notable personalities are celebrated. Furthermore, special lectures on Indian constitution and other related topics are conducted. The Electoral Literacy club, NSS unit and Cultural Committee takes the responsibility of organizing these events with the support of students. Some of the national importance days celebrated in the institution are as follows:

- Democracy Day
- Dr. B R Ambedkar Jayanthi
- Independence Day
- Republic Day
- International Yoga Day
- Swachha Bharath Program

- Freedom fighters remembrance
- National Sports Day
- Environmental Day

The Institution conveys the students about the code of ethics to be followed in the institution during the induction program for freshers. The rule book is made available on the institution website. <https://mitfgc.in/student-rule-book/>

Staff are sensitized to set the standard for respectful behaviour at work and ensure unbiased teaching and learning activities for all students. The women cell organises seminars, workshops on gender issues throughout the year.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://mitfgc.in/wp-content/uploads/2022/NAAC/AQAR_2022_23/C7/7.1.8/7.1.8_AdditionalDocumentLink.pdf
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website. There is a committee to monitor adherence to the Code of Conduct. Institution organizes professional ethics programmes for students, teachers, administrators and other staff. 4. Annual awareness programmes on Code of Conduct are organized.

A. All of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Institution ensures the national importance day and other important national festivals including Birth/Death anniversaries of notable personalities are celebrated. The NSS unit and Cultural Committee takes the responsibility of organizing these events with the support of students. Several National and International importance days like women's day, yoga day, democracy day, etc and many national festivals like Independence Day and Republic Day are celebrated.

The NSS unit, Rotaract Club and Cultural Committee takes the responsibility of organizing these events with the support of students. Some of the important days observed in the institution are as follows:

- Democracy Day
- Dr. B R Ambedkar Jayanthi
- Independence Day
- Republic Day
- International Yoga Day
- Swachha Bharath Program
- Freedom fighters remembrance
- National Sports Day
- Environmental Day

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

Best Practice I

Title: "Arivu - Neravu" : Stimuli For Students Overall Growth

Objective:

- To harness the meritocracy of students and provide platform to honour merit students.
- To extend helping hand for need and deserving students.
- To ensure higher education to all.
- To provide quality education for rural students.
- To enhance thrust area of students and provide necessary support to reach out their goal.

Best Practice II

Title: Swawalamban - Swadeshi Vidyarthi Brigade

Objective:

- To bring awareness about self-reliance.
- To promote local businesses and spread awareness among people to buy local products.
- To promote entrepreneurial initiatives.

File Description	Documents
Best practices in the Institutional website	https://mitfgc.in/best-practices/
Any other relevant information	https://mitfgc.in/wp-content/uploads/2022/NAAC/AQAR_2022_23/C7/7.2.1/7.2.1_Additiona_lDocumentLink.pdf

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

The one distinctive area of the institution is "Academic excellence through oneness among the stakeholders".

1. Management with strong academic and administration background
2. Attainment of excellence through cohesive work culture
3. Developing Swadeshi instincts among students

The following are the initiatives towards overall growth of the institution:

- For intellectual growth, the institution has recruited well qualified teaching faculty which leaves no stone unturned to churn out intellectually sharp graduates and post-graduates.
- Students gain knowledge through, special lectures, seminars, workshops, symposium organized by the departments.
- Eminent achievers are invited to inspire the students for their future endeavours.
- In addition to academic pursuits within campus, Education tours and Industrial visits are used as tools for optimizing concept development and promoting experiential learning among students.
- Access to a well-stocked library with internet facility, e-learning sources, periodicals has enabled them to achieve extensive academic growth.
- Talents day is organized bi-annually to exhibit their talents.
- NSS and Rotaract Club of the institution provide ample opportunities to participate in extension activities. Walkathons, Awareness Rallies, Blood Donation Camp, Swachhta Abhiyan, Plantation Drives enable the students to

be socially responsible.

In summary, oneness among stakeholders has paved the way for the institution to achieve academic excellence. And it remains as a strength for future endeavors.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The institution follows curriculum provided by University of Mysore which is the affiliating university. The BOS of university frames and revises the syllabus periodically. The Choice Based Credit System was adopted from AY 2018-19. Subsequently, NEP2020 based curriculum is being followed from AY 2021-22.

The institution has constituted Academic Advisory committee, which meets twice in a year, to analyze and approve plans prepared by various committees regarding curriculum to be conducted in institution and same is sent to the management for approval. The suggestions by IQAC are taken into consideration during the plan of calendar of events along with the University calendar of events.

Timetable committee prepares the timetable. The faculty prepares lesson plan and teaching materials. The study material is also uploaded in institution's e-library for benefit of students. Further, day to day task completed is noted in work done diary which will be verified by HoD and Principal. Periodic meetings will be conducted by respective Heads in order to evaluate the teaching process.

Orientation programme for the freshers' will be organized every year wherein curriculum details are provided along with information on statutory committees, motivational session, code of conduct, soft skills and human values, etc.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

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

Before the commencement of each semester, University notifies an academic calendar for all the programs, which contains proposed date of reopening, last working day of the semester, and semester-end examinations. Our institution follows the calendar issued by the University and plans all its activities accordingly by preparing an institute-level calendar. The academic calendars help the department and faculty members to plan their respective course delivery, academic and co-curricular activities. Department heads closely supervise and monitor the completion of the syllabus as per the lesson plan prepared by faculty members. Internal Assessment tests (IA), assignments, practice exercise, seminars, viva voce internship/field work /project work, lab exams are part of the CIE of students. The course instructors prepare IA question papers based on the revised Bloom's Taxonomy along with the scheme of evaluation approved by the department Head. The Examination Committee conducts internal assessment test as per the schedule. Post IA tests, evaluation of answer scripts, and calculation of CO attainment are carried out by respective Course Instructors. The Principal, through the academic committee meetings, frequently reviews the semester's progress and provides suitable suggestions. In case of revision of academic calendar by the university, institute incorporates the necessary changes accordingly.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

B. Any 3 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

4

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

3

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

89

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

The vision and mission statements of the institution reflects human values and professional ethics. The curriculum, special lectures, orientation programme, outreach programme etc. effectively integrates cross-cutting issues relevant to gender, environment and sustainability, human values and professional ethics and leads to a strong value-based holistic development of students.

Gender sensitization: Students are sensitized and encouraged to work towards gender equity from a cross-cultural perspective. Counselling to the students is provided through faculty and mentors. Gender sensitization awareness programmes are conducted on related issues.

Environment and Sustainability: The institution has a community orientated work culture based on the sustainable way of life that involves integration eco-friendly activities. A compulsory core course on Environmental Studies is included in UG programmes that focuses on awareness on sustainable environmental practices.

Human Values and Professional Ethics: Language courses addresses various topics covering the human values and professional ethics. Also, courses such as Human Rights, Management Principle and Practice, Professional Ethics are part of curriculum which address the mentioned domain. Furthermore, students are oriented on professional ethics in placement training and through special lectures.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

2

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	View File

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

99

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the

A. All of the above

institution from the following stakeholders Students Teachers Employers Alumni	
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File Description	Documents
URL for stakeholder feedback report	https://mitfgc.in/feedback-and-suggestions/
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website
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File Description	Documents
Upload any additional information	View File
URL for feedback report	https://mitfgc.in/feedback-and-suggestions/

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

329

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

179

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The institution assesses the learning levels of the students periodically through various means such as course outcome attainment and feedback. Students enrolled in various programs are identified as slow and advanced learners based on their performance in the first year of under-graduation. For identifying advance learners and slow learners parameters such as academic performance, involvement in curriculum, confidences etc. are considered.

Ten slow and advanced learners based on previous score, are circulated amongst the faculty members to rate them using the qualitative and quantitative measures. The HOD shall consolidate the submitted list and select five slow and advance learners respectively having majority vote and notify to all the faculty members.

Strategies adopted for slow learners:

1. Remedial Classes.
2. Personal counseling.
3. Additional Learning resources.
4. Solving question banks and question papers.

Strategies for the advanced learners:

1. Encouragement for self-learning.
2. Encouraging them to participate in inter-collegiate competitions.

3. Members of various committees.**4. Peer tutoring**

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
878	30

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The students are encouraged to be a part of the following student centric methods:

Experiential Learning: Students are encouraged to form groups and learn together. Students attend expert talks by resource persons which help them to learn and acquire knowledge easily. To provide practical knowledge industrial visits are arranged. Students are encouraged to take up projects and internships.

Participative learning: Seminars and special lectures are conducted on various topics such as Indian Culture, Human Values & Gender Equality; Research Methodology etc., are organized to have simulated experiences. Also, group discussions, brainstorming are conducted.

Problem Solving: Every individual faculty tries to give the learning experience in every aspect. Events and activities such as Creative juniors, Head Honchos, Role-plays, technical presentations, practice exercise, etc. are organized to develop independent learning skills and to cater team work.

Innovative learning is encouraged through project assignments, presentations and case study analysis. Students will undertake project work in their final semester as a part of their academics. Further, the clubs such as Swadeshi Vidyarthi Brigade assign projects to students on various topics related to entrepreneurship.

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

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

The institution is WIFI enabled and has ICT enabled classrooms where faculty members make absolute use of facility in their teaching learning approaches. In addition to chalk and talk method of teaching the faculty are using the IT enabled learning tools such as Power Point Presentation, Audio - Video clipping, E-notes, sharing information through WhatsApp Group and YouTube channel to explore various means to disseminate knowledge.

Faculty updates day wise attendance of the students through College Management "Maharaja Education Trust" App. Furthermore, information to parents also are sent through the app.

Faculty updates day wise attendance of the students through College Management "Maharaja Education Trust" App. Furthermore, information to parents also are sent through the app.

Also, the student enrollment details, IA marks, course selection, etc are managed through the "UUCMS" web platform which is provided by the University.

Students use ICT while giving the presentations in the classrooms and in other academic events. BCA students have developed an informative android app "MIT FGC App" which is available in Play store. The app has e-resources such as notes, question papers, calendar of events, lecture videos etc.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

30

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

30

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

3

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

143

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The institution has a transparent and robust evaluation process. Students will be informed about the process of assessment strategy and methods of evaluation. It includes different components such as tests, assignments, seminars, viva, practice exercises etc. Internal assessments are conducted as per the CBCS & NEP curriculum. It includes C1 C2 for 40 marks (UG-CBCS) and 30 marks (PG-CBCS) & C1 C2 for 30 marks (UG-NEP). The final internal assessment marks are communicated to the students and each department maintains the documentation of IA marks. Also, the student can view their IA marks, course selection, etc. through the "UUCMS" web platform which is provided by the University.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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

The institution follows strictly the guidelines and rules issued by the affiliating university while conducting internals and semester-end examinations.

At institution level, an examination committee, comprising of faculty as members constituted for the smooth conduction of internal examination. The concerned faculty distributes the evaluated answer scripts to students, and any clarifications or grievances are addressed by the concerned faculty. If any discrepancies like mistakes in question paper, mark allocation, correction noticed by the students, will be resolved by the concerned faculty. If a student is not satisfied with the marks awarded even after retification, then he/she may represent the same to the HOD/Principal. All such representations are taken positively and are reassessed by another faculty if necessary.

At University level if students have grievances related to evaluation of semester end examination, it is intimated to the respective subject handling faculty and the head of the department if necessary, for further action.

Students can apply for re-evaluation of their answer scripts soon after the declaration of results if they are not satisfied with their results. The results of re-evaluation will be announced as per the university norms.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The PO's and CO's form the basis for achieving Mission and

Vision of the institution. For each of the programs under CBCS, the respective department has framed the PO's by following the NAAC manual. The PO's for NEP 2020 curriculum is given by the University. Each faculty frames the CO's by referring to the revised Bloom's Taxonomy for their respective course and maps with the PO's by preparing the CO-PO Mapping matrix. Each course outcome is mapped to PO in terms of the relevance based on graduates attribute rubrics. Three levels of relevance based on the degree of correlation are used. The levels of correlation are 1 for low, 2 for medium, 3 for high correlation.

The CO's and PO's are displayed in the department notice board as well as the institution's website which can be accessed using the following link: <http://mitfgc.in/programmes-offered/>

The CO's of each of course is mentioned in the respective course material and made available in the website. Furthermore, during the orientation programme the students are made aware of the OBE, PO's and during the first day of the course the faculty explains the CO's to the students in the class.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://mitfgc.in/programmes-offered/
Upload COs for all Programmes (exemplars from Glossary)	View File

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

Direct attainment for each of the course is computed by using an excel sheet which takes into consideration the IA and SEE marks (40% SEE and 60% CIE weightage). The consolidated attainment values of all the courses are used to calculate the program attainment (20% Indirect Attainment and 80% Direct Attainment). Exit survey is used for the indirect assessment.

Every department conducts meeting to set the attainment levels and assess the levels achieved for each of the program offered. The attainment level for courses is set based on the previous

performance. Each course may have different targets and attainment levels set by the respective course instructor. Setting the attainment levels will help to determine the attainment of each CO against the set target. If the required attainment has not been achieved, the course instructor makes an attempt to fill the gaps by taking remedial measures. Likewise, if the required attainment level has not been achieved for PO's, the department takes suitable remedial measures to achieve the targets. The target for each of the PO is set in the range of 1.5-2.5. The entire process is aimed to achieve the objectives of OBE.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

163

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://mitfgc.in/wp-content/uploads/2023/12/Annual_Report_22-23_Edited.pdf

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://mitfgc.in/wp-content/uploads/2022/NAAC/AQAR_2022_23/C1/1.4.1%20feedback/student%20satisfaction%20survey/Student%20Satisfaction%20Survey%20response.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research	
3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)	
3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)	
0	
File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	No File Uploaded
3.1.2 - Number of teachers recognized as research guides (latest completed academic year)	
3.1.2.1 - Number of teachers recognized as research guides	
1	
File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File
3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year	
3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year	
0	

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The MIT FGC strives to promote activity-based experiential learning encapsulating joyful and interactive pedagogy to stimulate inquisitiveness and critical thinking among students. In this pursuit, the institution has undertaken multifarious initiatives. The institution promotes innovation and entrepreneurship among students to acquire skills that would catalyse innovation and economic growth. Various activities such as, Head Honchos, Green Vibes, Top Notch, Kannadiga and Kannadathi innovative projects, AI Exhibition, Industrial Visit, paper presentations special lecture, seminar and workshop are organized throughout the year to motivate students. Further, students are motivated to participate in pitch fest such as hackathon, techno-management fest, and inter collegiate competitions.

The institution has established innovation cell to encourage faculty and students towards innovation and creativity. Furthermore, the managing trust has facilitates seed money for any innovative ideas.

The digital study materials are available to the students for augmentation of knowledge.

To foster creative ecosystem the institute brings out college magazine "NINAADA" to encourage students.

The wall-frame encourage students to be innovative and dynamic. Quiz, and debate, are organized to boost students' interests in academics. In association with IQAC, college organizes

educational interactive sessions. The staff are encouraged to publish their research in reputed journals.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

3

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

4

File Description	Documents
URL to the research page on HEI website	https://mitfgc.in/research/
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

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

year	
1	
File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File
3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year	
3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year	
16	
File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File
3.4 - Extension Activities	
3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year	
<p>The institution renders its service through organizing a number of extension activities to promote institute neighbourhood community association to sensitize the students towards community needs to bring communal transformation in the surrounding rural communities.</p> <p>The institution follows a set of academic principles to augment its goals. Well-planned extension programs are implemented and monitored regularly. Students are encouraged to participate in the extension and extra-curricular activities. In association with IQAC, the institution conducts various extension activities through NSS, Rotaract etc.</p> <p>Extension activities are integrated with curriculum. The institution in line with its vision, is conscious of its responsibilities for shaping students into responsible citizens</p>	

of the country by making them aware of social issues. The institution provides consciousness to the students as well as villagers about the significance of social issues like Swachh Bharat Abhiyan, environmental pollution, health and hygiene, awareness on tobacco and distribution of saplings initiates green revolution . Around 464 NSS and Rotaract volunteers actively participate in social service activities leading to the overall development and social responsibilities. In addition, the institution has sensitized the students to the various social issues and social responsibilities , which in turn helped in their holistic development as responsible citizens with moral values.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

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

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	No File Uploaded
e-copy of the award letters	No File Uploaded

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

14

File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

464

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

3

File Description	Documents
e-copies of related Document	View File
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries,

corporate houses etc. during the year

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

3

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The institution is situated in Industrial suburb area of Mysore. It accommodates about 878 students across four streams B.Com, B.B.A., B.CA and M.Com. The building has four floors and a basement with 16 ventilated classrooms, two laboratories, library, canteen, staff rooms. The trust has purchased 1.15 acres of land adjacent to the existing building for further expansion. Administrative work and Principal chamber are well housed and structured. Each floor has well-maintained rest rooms with adequate aeration. Broad steps with railings are provided. Electrical gadgets like fans, LED bulbs and projector with sufficient Wi-Fi facility are provided across the institution. Lift facility is provided for specially abled staff and students. RO water is provided in all the floors. Generator facility is provided during the electricity failure. Stationary cum photocopy shop is available for the benefit of students. There are 16 CCTV fixed at vital places. Library is well equipped with around 3900 number books. The institution has well equipped 2 computer labs accommodating 110 computers with the operating system "Windows and Ubuntu". There is a provision to conduct indoor and outdoor events with around 120 seating capacity with audio-visual equipment.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://mitfgc.in/infrastructure-and-ict/

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

The Management has provided all the required infrastructure to facilitate cultural, sports and yoga activities. The following are the details of the facilities:

- Multipurpose function hall

An auditorium with 120 sitting capacity and audio-visual equipment is available. The dimension is 26.3 x 29.10 ft and area in sq ft is 765.33. It is used for conducting Indoor games such as Chess, Carom, Ludo, and Yoga. Further, Inter-class, Intra-class and Inter-Collegiate Competitions and cultural events like Vishishta Vaishishtya, Annual cultural competition are organised in this hall.

- Chanakya Amphi Theatre

The dimension of Amphi Theatre is 0.06 acres and 286.34 sq ft in area in with sitting capacity of 200. It is used for outdoor cultural events like Vishishta Vaishishtya, Dance, Singing, Suggi Habba, celebration of National festivals, and other common events. Blood Donation and health camps are organised in this theatre.

- Sports Ground

Institution has purchased 1.15 acres land with a dimension of 200X300 ft and area in Sq ft 60,000 adjacent to the present college building. Outdoor games like Kabaddi, Throw ball, Volleyball, Tennikoit, Shuttle and Badminton are played here. The ground is well maintained regularly for playing different sports by the students and for competitions.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://mitfgc.in/infrastructure-and-ict/

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

16

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

4.53

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

Library is the heart of an academic and learning system is located in the ground floor. Provides good seating arrangements

and ambiance for learning. The library is automated using the opensource software "KOHA" Version: 21.1 and the year of automation is 2021.

Library staff can use the software for searching books and check the status. All the transactions made during the particular day are being stored, can take a day-to-day report whenever needed. The reports are generated as crystal one. Software provide WEB interface to search various databases, cataloguing as per international standards. This module allows to create, update and maintain the Books, Book- Bank, Thesis, Proceedings, Conference Proceedings, Reports, Patents, bibliography etc.

The specific featuers of KOHA LMS are:

- Union catalog facility
- Customizable search
- Online circulation
- Bar code printing and scanning
- Patron card creation
- Report generation
- Patron self registration form through OPAC

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

D. Any 1 of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

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

0.027

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

27

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

The increasing use of ICT helps the stakeholder to perform better and new methods of teaching. Hence, the institution provides IT facilities to help students and teachers. In this connection every year the management has taken initiatives to upgrade the facilities.

Following are the measures taken by institution to facilitate the IT infrastructure:

- There are 110 computers are powered with Intel core i3 processor CPUs with 4GB/8GB RAM and flat LCD/LED monitors and latest software applications.
- Faculty use white board along with LCD projectors for teaching to provide better learning experience.

- Increased the internet bandwidth from 100 Mbps to 500 Mbps.
- Additional internet line of 150 Mbps is added for uninterrupted internet usage for office.
- Whole campus is having Wi-Fi access for uninterrupted internet usage.
- The function hall is fully equipped with multimedia audio-visual public-address system to enrich the learning experience for stake holders on learning centric occasions.
- All the workstations are secured with licensed anti-virus from K7 to block unnecessary content.
- Three computers which are used in the office is upgraded with new high end graphic card, SSD drive enabled workstations.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.3.2 - Number of Computers

110

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic

support facilities) excluding salary component during the year (INR in Lakhs)**4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)**

43.28

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The IQAC of the institution has come up with the procedure and process for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The following are the process followed by the institution:

- Separate Stock Register for physical equipment, Sports equipment and NSS equipment
- Equipment Movement Register for managing the movement of physical, sports and NSS equipment.
- Various committees are formed for conducting activities in the institution.
- Standard Operating Procedures and Quality Policies are formulated by the IQAC.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://mitfgc.in/wp-content/uploads/2022/NAAC/AQAR_2022_23/C4/4.4.2_AdditionalDocumentLink.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support	
5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year	
5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year	
565	
File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File
5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year	
5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year	
359	
File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File
5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	A. All of the above

File Description	Documents
Link to Institutional website	https://mitfgc.in/advantage-mit-fgc/
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

1339

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

1339

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

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

A. All of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

11

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

53

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State

government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

3

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year

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

29

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

The stake holders of the institution involve themselves in academic and administrative operations. Students play a major

role in representing in these events. There is a chance for equal participation irrespective of gender.

Curricular: Class representatives are nominated by an election process. Male and female representatives are chosen for each class who mediate between the class, faculty, and organize departmental and institutional events.

Co-curricular: Every class has a sports and cultural representatives who facilitate with sports and cultural committees and students. The students represent in various committees such as library, cultural, sports, Electoral literacy club, Magazine-Ninadda, Swadeshi Vidarthi brigade and all other statutory Committee. They involve in conduction of annual sports day, Vishshitya-Vaishishtya inter & intra college events / competitions.

Extra-curricular: Rotaract and NSS unit are actively involved in the institution activities. The units have students as volunteers who render their services by cleaning the campus and neighbourhood, visiting remote villages, attendcamps, create awareness on all central government schemes and organize national and international importance days. Students raise funds voluntarily to help their co students who need financial supportmajorly to meet their health/accident and education also for societal causes.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

14

File Description	Documents
Report of the event	View File
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Though there was a great interaction between the institution and alumni, yet there was no establishment of the Alumni Association. In the year 2020-21, the institution formally inaugurated the Alumni Association on 27th July 2020, and gave it a structure with President, Secretary and Treasurer. The Alumni Association is registered under the co-operative society act 1960 bearing registration number DRMY/SOR/31/2022-2023 on 19/05/2022.

The alumni association has the best practice of donating books to the institution Library. This shows their academic interest and concern for the new generation at large. They take initiation in sharing their academic and professional experiences with the fresh batch. Thus, motivating them for a better future. Every year association organizes get together. Association has also planned to provide free coaching for rural students aspiring to become Graduates. Furthermore, the alumni has donated plant saplings for the Green Vibes, an initiation by the Department of Commerce and Management for green campus. These projects of the association show the philanthropic and academic interests of the alumni.

File Description	Documents
Paste link for additional information	https://mitfgc.in/alumni/
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)	E. <1Lakhs
File Description	Documents
Upload any additional information	View File
GOVERNANCE, LEADERSHIP AND MANAGEMENT	
6.1 - Institutional Vision and Leadership	
6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution	
<p>VISION OF THE INSTITUTE</p> <p>Empower the individuals and society at large through educational excellence; sensitize them for a life dedicated to the service of fellow human beings and mother land.</p> <p>MISSION OF THE INSTITUTE</p> <p>To impart holistic education that enables the students to become socially responsive and useful, with roots firm on traditional and cultural values; and to hone their skills to accept challenges and respond to opportunities in a global scenario.</p> <p>The initiatives are adopted in support of the Vision and Mission:</p> <ul style="list-style-type: none"> • Following effective teaching - learning process: This is accomplished by following established quality practices that focus on effective teaching, mentoring and personal support and documentation. • Ensuring student development and participation in curricular and extra-curricular activities: Students are encouraged to participate in various activities and platform is provided to explore their talents. • Development of entrepreneurship among students: Various activities such as workshops, invited talks, projects, etc., are carried out under the Swadeshi Vidyarthi Brigade. Students are also motivated to support for local products. • Emphasizing Institute-Industry interaction and partnership: Supporting internships, MOU's, industrial 	

visits, trainings, special lectures and career guidance.

- Community services and outreach activities: Conducting social awareness camps, identifying community and social development work, through NSS and Rotaract.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

Decentralization is seen in every operational procedure of academics and administration in the institution. Various committees which include student representation, functions independently by following the chalked-out protocols and action plans. Through this institution practices decentralization, teamwork and participative management.

There is Governing Council which approves major decisions to be implemented through the management, principal, heads and coordinators. Similarly, the Academic Advisory Committee chalks out the calendar of events, staff requirements and other academic matters. The IQAC takes the responsibility of upholding the quality culture strategically through various committees and policies.

Various committees are formed in order to meet the objectives of the institution. They meet periodically and together plan the activities. The entire institution ensures a system of participative management whereby information flow and decision-making process involves management, staff and students.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The following are the perspective plan that are effectively deployed by the institution:

- i. Following effective teaching learning process.
- ii. Developing and following leadership and participative management.
- iii. Establishing a continuous Internal Quality Assurance System.
- iv. Ensuring good governance.
- v. Ensuring student's development and participation.
- vi. Ensuring staff development and welfare.
- vii. Put emphasize on Institute - Industry interaction and partnership.
- viii. Development of entrepreneurship among students.
- ix. Encouraging research and development work
- x. Increasing Alumni interaction and participation engagement
- xi. Indulge in Community services and outreach activities
- xii. Developing physical infrastructure.

The implementation of strategic plan will be monitored time to time by Principal, Governing Council, Academic Advisory Committee and other committees through periodic review. The committee coordinators shall prepare the detailed progress report and present it during the review meetings. The benchmarking of quality standards and its monitoring, evaluation of attainment shall be carried out by the IQAC independently. The IQAC shall report the findings to the Academic Advisory Committee, Management and Governing Body members. With thorough analysis of the report, the above shall recommend the corrective actions, need of further processes and deployment of resources.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://mitfgc.in/strategic-plan/
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The institution is managed by Maharaja Education Trust (MET) ®. The Board of Management, headed by the President of the trust which is the governing authority of the institution and provides the necessary leadership for all institutions under MET.

The Governing Council (GC) is entrusted with the responsibility of formulating long term goals for the institution and review the overall performance of the institution.

The Academic Advisory committee is comprised of all the Heads of the department, Academic advisors and the Principal. The Principal oversees the Administrative Office and the functions of the teaching and non teaching fraternity and IQAC.

The academic administration of the college is decentralized and responsibilities are distributed among Vice-Principal, Heads of the Departments and Committees.

Institutional Procedures:

Service Rules: All employees of the institution are governed by the service rules of MET. The service rules manual is made available in the library, website as well as department for the reference of the employees.

Quality Policy and Standar Operating Policy:The institution has quality policyfor majority of its process for effective functioning.

File Description	Documents
Paste link for additional information	https://mitfgc.in/annual-reports-of-the-institution/
Link to Organogram of the institution webpage	https://mitfgc.in/staff/
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user inter faces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The management has put in place the following welfare measures:

- There are 12 casual leave per year.
- Maternity and Paternity leave is provided as per rules.
- Provident fund and ESI benefits as per government regulations.
- Maharaja Education Trust ® provides loans at nominal rate of interest. The Loan amount is recovered from salary in equated monthly instalments.
- Group health insurance scheme is provided for the employees which cover their family members. 25% of premium amount is contributed by the Management.
- Special casual leave of maximum 30 is sanctioned to the staff for institutional/University related assignments and also attending faculty development programmes or

workshops.

- Employees of the institution are entitled to paid leave of 10 days for marriage.
- OOD is provided for attending any institution related task assigned.
- Staffs are allowed to use college ICT facilities for their research work.
- Incentives for faculties who publish book, papers and attend conferences, etc as per the service rules.

File Description	Documents
Paste link for additional information	https://mitfgc.in/wp-content/uploads/2023/10/ServiceRules_MITFGC_25_10_23.pdf
Upload any additional information	View File

6.3.2 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

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

4

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	No File Uploaded

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

18

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

The institution has a efficient performance appraisal system which is adopts the following process:

- IQAC provides self-appraisal forms to all the faculties during the end of academic year. This form consists of all the parameters like qualification enhancement, research, results, upskilling, societal activities, behaviour with peers.
- The submitted self-appraisal forms are summarized based on defined criteria qualitatively and quantitatively. The faculty will be called for interaction with the higher authorities for appreciation, improvement and suggestion.
- Non-teaching faculty are assessed based on job performance, attitude towards students, parents and staff and pro activeness towards the work.
- Feedback from all the stakeholders are collected and analysed for appraisal.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The institution has a very strong mechanism for conducting external audit. External audit is carried out in an elaborate manner on yearly basis by Chartered Accountants. As of now there are no major findings / objections. Minor errors of omissions and commissions pointed by the audit team are immediately rectified / corrected and precautionary steps are taken to avoid references of such errors in future. The audit of the institution is conducted every year by, G N ANANTHAVARDHANA, FCA CHARTERED ACCOUNT Membership No.025113.

The audit shall be conducted in accordance with the auditing standards generally accepted in India. The audit is performed to obtain reasonable assurance whether the financial statements are free from material misstatements. The audit includes examination of basic evidence supporting the amount and disclosures in the financial statements. This also includes assessing the accounting principles used and evaluating the

overall financial statement presentation.

Mechanism of External Audit:

- Vouching the receipts and payments
- Verify the salary payment, TDS, Income Tax, EPF, ESI, Professional tax, etc
- Examining the property titles, approvals, fee payments to regulatory bodies
- Evaluating fee receipts
- Certify the audit report
- Filing the Income Tax returns regularly

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0.5

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

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

Mobilization of Fund: The funds for our institution are mobilized through following sources:

- Student fee is the main source of fund for the institution.
- The other minor source of income is infrastructure

rentals which are charged for renting out institute's classrooms. The convenient location of our institute has drawn several agencies to seek our infrastructure for conduct of various exams like police recruitment, KSET examination, KPSC recruitment.

Optimal Utilization of Resources: The funds of our institution are judiciously utilized for meeting various expenses and investments which include:

- Resources are set aside for various student activities and conducting programmes to ensure student welfare.
- Each year funds are earmarked for hosting various events such as TECHOM, FRESHERS DAY, COLLEGE DAY and Sports events to promote the development of students.
- Funds are also utilized by providing staff loans and infrastructure augmentation.
- Purchase of assets, repairs and maintenance, utility expenses is the other head for which the financial resources are judiciously utilized.
- Sufficient funds are spent for purchase of Library resources, renewal of subscriptions, etc.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

1. **Academic and Administrative Audit of the institution:** the institution conducts regular AAA to review the programmes and academic activities and to evaluate the efficiency and effectiveness of the institutional operations. A committee consisting of external and internal members audit the department and administrative aspects and mention their observations and suggestions for the improvement in the Report.

It comprises audit of each individual department activities.

IQAC has chalked out a format to evaluate the operational process of the department in alignment with IQAC initiatives, university and institutional calendar of events. The areas focused are faculty qualification, members of BoS and BoE, student strength, result analysis, innovative modes of teaching learning process, and value added courses conducted for students. Further conduction of events, special lectures, workshops, competitions and other activities in the areas of business research methodology, intellectual property rights, entrepreneurship development, gender sensitivity, environment conservation etc. Organisation of student support programmes; guidance for competitive examinations, placements, personality development, Industrial visit.

Administrative audit is conducted to audit the documents maintained in the office.

2. Improvisation in self-appraisal forms: IQAC reframed the format of self-appraisal forms by including more quantitative aspects for appraisal than qualitative aspects.

File Description	Documents
Paste link for additional information	https://mitfgc.in/iqac/
Upload any additional information	View File

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

The two examples of IQAC-supported teaching and learning review are:

1. Course Outcome and Program Outcomes Attainment: CO PO attainment: Every course has defined Course Outcomes (COs) that are linked to PSOs and POs. The quantitative evaluation of COs is done using a set of performance evaluation criteria. Internal Assessment (IA) or Continuous Internal Evaluation (CIE) and Semester End Examinations (SEE) marks are evaluated for the each student based the target levels set for the CIE and SEE. PO attainment value in CIE and SEE is determined based on the CO Attainment value. These two values are considered for the Direct PO attainment. The achievement of COs thus serves as proof that POs and PSOs have also been attained.

2. Feedback mechanism applied in the institution has significantly contributed for the betterment of the teaching learning process. Faculty appraisal by the students, faculty on the curriculum, students on the infrastructure, employers feedback are reviewed, analysed by the IQAC and the higher hierarchy and relevant measures are implemented for improvement the stakeholders. The feedback collected from the students are for the analysis. If any major issues are identified academic advisors, Principal and management would resolve and provide solutions and suggestions. The 2022-23 academic year's feedback analysis is quite affirmative and appreciable.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://mitfgc.in/annual-reports-of-the-institution/
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

The institution follows gender equity and sensitises the staff and students to gender-based challenges and concerns. The prescribed curricula provide important platform to engage in discussions regarding gender disparity and factors producing and propagating gender inequalities in the society. In addition to the curricular engagements, several other programs highlight the gender concerns to a gender-equal society.

IQAC provides the action plan for the academic year and respective committees will conduct the events as per the plan. At the beginning of the academic year various committees like Anti-Ragging, Anti-Sexual Harassment/Women's Cell is formed for security of the students especially, girl students. These committees regularly conduct programs to create awareness and empower girl students. The institution insists on uniform and identity cards to enter the premises.

The institution provides equitable platforms for sports, cultural events, group discussions, entrepreneurship programs to exhibit their talents and skills.

Every year annual sports meet is conducted for both girls and boys and other competitions like Inter-College and Intra-College competitions, kabaddi, throwball, shotput, tennikoit and running races are conducted.

File Description	Documents
Annual gender sensitization action plan	https://mitfgc.in/wp-content/uploads/2022/NAAC/AQAR_2022_23/C6/IQAC_ActionPlan22_23.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://mitfgc.in/wp-content/uploads/2022/NAAC/AQAR_2022_23/C7/7.1.1/SpecificFacilityWomen.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar

B. Any 3 of the above

energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

The Institution has taken some of the initiatives regarding the management of degradable and non-degradable wastes:

Solid waste: The waste is segregated as dry waste and wet waste. Separate dustbins are placed in each floor for the convenience of the students and every day it is cleared by the ground staff and dumped outside the building in garbage dump which the CoporationPersonnelwill clear regularly.

E-waste: The seggregated e-waste is disposed by the local scrap dealer.

Liquid waste: The institution has rain water harvesting facility where the rain water is used for watering the plants.

Miscellaneous: Old newspapers and stationary waste is disposed by the local scrap dealer.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water

B. Any 3 of the above

bodies and distribution system in the campus	
File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded
7.1.5 - Green campus initiatives include	
7.1.5.1 - The institutional initiatives for greening the campus are as follows: <ol style="list-style-type: none"> 1. Restricted entry of automobiles 2. Use of bicycles/ Battery-powered vehicles 3. Pedestrian-friendly pathways 4. Ban on use of plastic 5. Landscaping 	A. Any 4 or All of the above
File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	No File Uploaded
7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution	
7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	C. Any 2 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	No File Uploaded
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

1. The institution believes in equality of all cultures and traditions as it is evident from the fact that students belonging to different caste, religion, regions are studying without any discrimination. Students have to come to

institution with uniforms to maintain socio-economic harmony. Demographics of students and faculty clearly highlights inclusive environment.

2. The institution has been taking several efforts and initiatives in providing an inclusive environment i.e., acceptance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities among the students and staff and other stakeholder. Several National and International importance days like women's day, yoga day, democracy day and many national festivals like Independence Day and Republic Day are celebrated.

3. NSS Unit of our college has organized various programmes related to social services like cleaning in and around campus and organising NSS camps in villages, public awareness programs, vaccination drive, blood donation camps, etc.

4. There is Grievance Redressal Cell and Equal Opportunity Cell in the institution which deals with related issues.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	No File Uploaded

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

Institution ensures that the staff and students are sensitized on constitutional obligations: values, rights, duties and responsibilities of citizens. National importance day and other important national festivals including Birth/Death anniversaries of notable personalities are celebrated. Furthermore, special lectures on Indian constitution and other related topics are conducted. The Electoral Literacy club, NSS unit and Cultural Committee takes the responsibility of organizing these events with the support of students. Some of the national importance days celebrated in the institution are as follows:

- Democracy Day
- Dr. B R Ambedkar Jayanthi

- Independence Day
- Republic Day
- International Yoga Day
- Swachha Bharath Program
- Freedom fighters remembrance
- National Sports Day
- Environmental Day

The Institution conveys the students about the code of ethics to be followed in the institution during the induction program for freshers. The rule book is made available on the institution website. <https://mitfgc.in/student-rule-book/>

Staff are sensitized to set the standard for respectful behaviour at work and ensure unbiased teaching and learning activities for all students. The women cell organises seminars, workshops on gender issues throughout the year.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://mitfgc.in/wp-content/uploads/2022/NAAC/AQAR_2022_23/C7/7.1.8/7.1.8_AdditionalDocumentLink.pdf
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff

4. Annual awareness programmes on Code of Conduct are organized

A. All of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Institution ensures the national importance day and other important national festivals including Birth/Death anniversaries of notable personalities are celebrated. The NSS unit and Cultural Committee takes the responsibility of organizing these events with the support of students. Several National and International importance days like women's day, yoga day, democracy day, etc and many national festivals like Independence Day and Republic Day are celebrated.

The NSS unit, Rotaract Club and Cultural Committee takes the responsibility of organizing these events with the support of students. Some of the important days observed in the institution are as follows:

- Democracy Day
- Dr. B R Ambedkar Jayanthi
- Independence Day
- Republic Day
- International Yoga Day
- Swachha Bharath Program
- Freedom fighters remembrance
- National Sports Day
- Environmental Day

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

Best Practice I

Title: "Arivu - Neravu" : Stimuli For Students Overall Growth

Objective:

- To harness the meritocracy of students and provide platform to honour merit students.
- To extend helping hand for need and deserving students.
- To ensure higher education to all.
- To provide quality education for rural students.
- To enhance thrust area of students and provide necessary support to reach out their goal.

Best Practice II

Title: Swawalamban - Swadeshi Vidyarthi Brigade

Objective:

- To bring awareness about self-reliance.
- To promote local businesses and spread awareness among people to buy local products.
- To promote entrepreneurial initiatives.

File Description	Documents
Best practices in the Institutional website	https://mitfgc.in/best-practices/
Any other relevant information	https://mitfgc.in/wp-content/uploads/2022/NAAC/AQAR_2022_23/C7/7.2.1/7.2.1_AdditionalDocumentLink.pdf

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

The one distinctive area of the institution is "Academic excellence through oneness among the stakeholders".

1. Management with strong academic and administration background
2. Attainment of excellence through cohesive work culture
3. Developing Swadeshi instincts among students

The following are the initiatives towards overall growth of the institution:

- For intellectual growth, the institution has recruited well qualified teaching faculty which leaves no stone unturned to churn out intellectually sharp graduates and post-graduates.
- Students gain knowledge through, special lectures, seminars, workshops, symposium organized by the departments.
- Eminent achievers are invited to inspire the students for their future endeavours.
- In addition to academic pursuits within campus, Education tours and Industrial visits are used as tools for optimizing concept development and promoting experiential learning among students.
- Access to a well-stocked library with internet facility, e-learning sources, periodicals has enabled them to achieve extensive academic growth.
- Talents day is organized bi-annually to exhibit their talents.
- NSS and Rotaract Club of the institution provide ample opportunities to participate in extension activities.

Walkathons, Awareness Rallies, Blood Donation Camp, Swachhta Abhiyan, Plantation Drives enable the students to be socially responsible.

In summary, oneness among stakeholders has paved the way for the institution to achieve academic excellence. And it remains as a strength for future endeavors.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

To enhance the profile of our institution, following initiatives are planned:

- To upskill the students value added courses which are need of the hour to be conducted by each department.
- Conduction of talks on Professional Ethics, Crosscutting issues & Gender sensitivity, Human Values, Constitution, Environment and Sustainability.
- Increase the areas of experiential learning through projects, industrial visits and academic excursions.
- Organization of special lecture/workshop/conference/seminar programmes for effective learning of the students.
- Workshops/seminars are planned on Research Methodology, Intellectual property Rights and entrepreneurship.
- Entrepreneurial and Innovation related activities through Swadeshi Vidyarthi Brigade and Innovation Cell.

Capacity building and skills enhancement initiatives to be taken:

- Organising programs on soft skill, personality development and life skills.
- Guidance for competitive examinations.
- Inter-college cultural and sports events to be organized.
- Involvement of alumni through experience sharing.
- Semester wise online feedback and its analysis from the following stakeholders Students, Teachers, Employers and Alumni

- Conduction of FDP for the teaching and non-teaching staff for minimum one week duration.
- Academic and Administrative Audit with involment of external members.
- Green audit to be conducted.
- Stock Verification to be conducted.
- Involve students for societal interaction.
- Encourage the faculty for Paper Presentation and publication.