

The Annual Quality Assurance Report (AQAR) of the IQAC

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**ACADEMIC YEAR 2015-16
JUNE 1, 2015 TO MAY 31, 2016**

Part – A

1. Details of the Institution

1.1 Name of the Institution

Model Institute of Engineering & Technology

1.2 Address Line 1

Model Institute of Engineering & Technology

Address Line 2

Kot Bhalwal

City/Town

Jammu

State

Jammu & Kashmir

Pin Code

181122

Institution e-mail address

principal@mietjammu.in

Contact Nos.

0191 - 2623116

Name of the Head of the Institution:

Prof. Ankur Gupta

Tel. No. with STD Code:

0191-2623181

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Name of the IQAC Co-ordinator:

Ms. Ruksana Salathia

Mobile:

9697028064

IQAC e-mail address:

ruksana.adm@mietjammu.in

1.3 NAAC Track ID (For ex. MHC0GN 18879)

OR

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.

This EC no. is available in the right corner- bottom of your institution's Accreditation Certificate)

EC/60/A8A/022, 5th July 2012

1.5 Website address:

www.mietjammu.in

Web-link of the AQAR:

http://www.mietjammu.in\naac\aqar\2015-2016

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	2.57	05/07/2012	04/07/2017
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC: DD/MM/YYYY

01/08/2012

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted to NAAC on 12-10-2011)

- i. AQAR _____ 24/12/2015 _____ (DD/MM/YYYY)4
- ii. AQAR _____ 28/12/2014 _____ (DD/MM/YYYY)
- iii. AQAR _____ 26/12/2013 _____ (DD/MM/YYYY)
- iv. AQAR _____ _____ (DD/MM/YYYY)

1.9 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education Men Women

Urban Rural Tribal

Financial Status Grant-in-aid UGC 2(f) UGC 12B

Grant-in-aid + Self Financing Totally Self-financing

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

1.11 Name of the Affiliating University (for the Colleges)

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence UGC-CPE

DST Star Scheme UGC-CE

UGC-Special Assistance Programme DST-FIST

UGC-Innovative PG programmes Any other (*Specify*)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and
community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders: No. Faculty

Non-Teaching Staff /Students Alumni Others

2.12 Has IQAC received any funding from UGC during the year? Yes No

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

1. Won two National-level awards for Quality and Technology Adoption from Quality Council of India and Ricoh (22 Billion Dollar Japanese Company) in 2016.
2. Google classroom introduced for use by all the teaching staff and students.
3. Admission process was totally automated using ERP.
4. ERP is being used for tracking the attendance of the students and generating the necessary reports of the students not meeting the quality objective of 75% of attendance.
5. Social media outreach has further strengthened with a remarkable increase in followers across Facebook and LinkedIn. The student perception towards the institute has improved tremendously.
6. Strategic roadmap has been successfully implemented and is being regularly updated/monitored.
7. Evaluating Teaching Effectiveness program was started for the teaching faculty having overall experience below 5yrs. 32 faculties were evaluated, feedback shared and award of recognition was also given to the best teachers.
8. Advanced Mentoring program was started for the second line of leadership covering 14 faculty members.
9. 200 students covered in 2016 under Tea with Director programme
10. 100% faculty covered in Tea with Director programme.
11. 460 students covered under PI 360 orientation sessions.
12. 6 sub-staff of the month awards given to recognize sub-staff for outstanding service.
13. Research Awards given to over 22 faculty members.
14. Town Hall meet organized for all faculty and staff to meet and interact with the management.
15. Faculty Induction program was organized twice in the year, orienting 27 new joinees with MIET policies.
16. Student Induction program was organized for MBA, MCA and BE students, Approx. 90% students attended the same with a total no. of 424.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
<p>The IQAC Cell at MIET has created a Quality and Strategic Roadmap which acts as a guiding framework for all executive plans and policy decisions at MIET. The IQAC Annual Calendar of the year is attached as Annexure 1</p>	<ul style="list-style-type: none"> a) MIET participated in QCI D.L.Shah Quality awards 2016, and was conferred with the National Level Quality Council of India Platinum Award for PI-360. MIET was the only technical institution in India to receive this award. b) MIET also received the “Ricoh Education Excellence Award” for “Best use of Technology in Student Services” in February 2016 for the Performance Insight 360 software. c) IQAC successfully conducted NAAC sponsored National Seminar for 2 days in the month of October. d) Performance Insight 360 – the quality analytics framework, conceptualized and implemented indigenously at MIET has emerged as the major contribution of the IQAC cell. The framework has received rave reviews from industry, academia, Government and the University of Jammu alike. A culture of quality and transparency has been created which has helped the institution address grey areas while building on its strengths. e) In accordance with the ISO 9001:2015 standard which is the latest version from ISO, 2 members from the institute including QAO underwent training programme of Lead Auditor from BSCIC. f) The IQAC initiated “Evaluating Teaching Effectiveness” program for the faculty having an overall experience below 5yrs. Certificate of recognition was given to the best teacher. g) The IQAC Cell conducted student orientation programmes and provided training to over 500 students on PI 360 software for tracking their performance. h) IQAC conducted Research Awards for the faculty for their contribution in Research. i) IQAC initiated “Sub-Staff of the Month” award as well. j) Avid reader award was initiated by IQAC to recognize library users and promote utilization. k) Induction program for new joinees faculty/students is conducted on a regular basis. l) Championed the introduction of “Google for Education” platform and trained 100 faculty members on the use of Google Classroom mobile application.

* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

The Board of Directors of the institution is the highest decision making body of the institute comprising a galaxy of eminent educationists including 3 former Vice-Chancellors. The BoD is apprised of all the IQAC activities including submission of the AQAR and major achievements and outcomes. The Board of Directors appreciated the initiatives and impact of IQAC Cell on the functioning of the institute and provided specific inputs for improvement and further development.

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG	2			
UG	5	1		
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
Total	7	1		
Interdisciplinary				
Innovative				

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	6
Trimester	
Annual	

1.3 Feedback from stakeholders* Alumni Parents Employers Students
(On all aspects)

Mode of feedback: Online Manual Co-operating schools (for PEI)

**Please provide an analysis of the feedback in the Annexure*

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

The curriculum was restructured in 2015. The salient aspects of these modifications are that they are more aligned with industry and technical trends. The university initiated these revisions based upon recommendations of Board of Studies constituted for the purpose based upon inputs from various stakeholders including Senior faculty from MIET. New subjects introduced are:

CSE:

Semester 3

COM -302 has been introduced

COM 312 has been introduced

Semester 4

COM 404 has been introduced

COM412 has been introduced

EE 309 has been introduced

Semester 6

COM 613 has been introduced

IT:

Semester 3

ECE-313 has been introduced

ECE-314 has been introduced

ECE:

4 Semester

Transmission & Distribution has been introduced

8th Semester

FPGA based system design has been introduced

,DIP, has been introduced

Nanotechnology has been introduced

1.5 Any new Department/Centre introduced during the year. If yes, give details.

Department of Civil Engineering

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
101	90	5	6	0

2.2 No. of permanent faculty with Ph.D.

17

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year	27	0	0	0	0	0	0	0	27	0
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2.4 No. of Guest and Visiting faculty and Temporary faculty	0	1	0
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2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	19	47	0
Presented papers	14	34	0
Resource Persons	2	5	0

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

- MIET has become the first institution in J&K to adopt the “Google for Education” framework. All MIET faculty and students are using Gmail as their official Emails and having an access to Google software like Classroom and Business Hangouts.
- Automated guidance and counselling is provided to all students through the PI 360 software which is major innovation. Student performance is benchmarked and a detailed email in which the relative performance of the students is evaluated automatically is sent every 2 months. This provides the students a transparent performance feedback and motivates them to enhance their performance further.
- Third party assessments from AMCAT, Wheelbox and LinkedIn were organized for 500 pre-final and final year students.
- A Skill Development Matrix is being put in place to allow students to develop industry-relevant skills during each semester of study. An Activity Lecture has been introduced in the timetable on a daily basis to cater to specialized activities designed for skill enhancement.
- A plethora of workshops (SpyBotics, Mat Lab, Robotics, Animation, Cyber Security, Ethical Hacking) and trainings (IIT Certifications on emerging Technologies) were organized by the institute both internally and externally for the benefit of the students. In 2016 over 15 technical workshops were organized for the students.
- Students are encouraged to attend Webinars and MOOC courses and get certification.
- Industrial Visits and Distinguished Lectures were organized under the Invited Lecture Series.
- Early experiments in “Flipped Classrooms” were undertaken.
- Research and Patent workshop was also organized for students.
- Centre for Research, Innovation and Entrepreneurship established at MIET.
- 2 Student Patents were also filed in 2016.
- Innovative events such as codathons and hackathons are organized regularly to provide diverse exposure to students.
- I-Survive Boot Camp is a yearly affair, compulsory for all the students of all semesters, which helps them learn Life skills in tough conditions. With each year, they undertake increasingly different set of activities.

2.7 Total No. of actual teaching days during this academic year	180
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2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

- Evaluation of students is based on both Continuous Assessment (internal) and the End Semester Examinations (external) with an allotment of 50% marks for each.
- Transparent system of evaluation is followed wherein students are shown their answer scripts and are required to sign the evaluation sheet to indicate satisfaction with the evaluation process. They can also request for re-evaluation of their answer scripts.
- Faculty are required to evaluate and display the marks in internal assessment within a week of completion of examination.
- All question papers are submitted in three sets and are moderated to ensure quality.

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

0	7	0
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2.10 Average percentage of attendance of students

85%

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
Electronics & Communication Engineering	666	1.2%	50.48%	10.93%	0	62.61
Computer Science Engineering	682	3.41%	53.94%	6.82%	0	64.17
Electrical Engineering	350	3.37%	60.05%	1.37%	0	60.05
Information Technology	226	3.24%	58%	6.8%	0	68.04

Masters in Computer Application	196	12.24%	55%	6.65%	0	74.89
Master's in Business Administration	128	13.4%	54.72%	20.16%	0	88.28

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

<p>a) IQAC introduced “Evaluating Teaching Effectiveness Program” for the faculty having overall experience below 5yrs, delivered a demo lecture in front of a panel of experts, who provided a detailed feedback and suggestions to teachers and afterwards the best teacher was awarded with a certificate of recognition.</p> <p>b) IQAC organizes classroom visits by experts for individual faculty to evaluate quality of teaching process in live environment, providing feedback to individual faculty to affect further improvement.</p> <p>c) IQAC undertakes 1X1 session with all the faculty members providing feedback on their performance as indicated in their PI-360 performance profiles.</p> <p>d) Regular feedback is taken from the students to evaluate classroom and learning effectiveness through the PI 360 software and analysed automatically.</p> <p>e) Regular induction and orientation programs are organized for the new faculty.</p> <p>f) Online attendance and Internal Assessment through ERP system being adopted for smoothening the operational processes.</p> <p>g) Weekly HOD’s meeting are conducted for increased coordination.</p> <p>h) Google classroom adoption across entire institution to increase ICT usage among students and faculty members.</p> <p>i) Academic Plan has been formulated and executed to address the issue of backlogs by conducting remedial classes on the 2nd and 4th Saturday.</p> <p>j) Student attendance is monitored on a daily-basis and absenteeism is checked and rectified through counselling.</p> <p>k) Monthly meeting with Class Representatives is conducted to obtain feedback from students on the effectiveness of teaching.</p> <p>l) Under “Tea with Director” programme the leadership team obtains direct feedback from the students on teaching-learning.</p>

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	2
UGC – Faculty Improvement Programme	0
HRD programmes	1
Orientation programmes	27
Faculty exchange programme	0
Staff training conducted by the university	8
Staff training conducted by other institutions	95
Summer / Winter schools, Workshops, etc.	88
Others	0

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	25	0	1	0
Technical Staff	23	0	2	0

Criterion – III

3. Research, Consultancy and Extension

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

- a) Innovation and Research is identified and stated as a core value for MIET and given strategic importance.
- b) “Research Awards” were conducted to recognise faculty members who produce papers, file patents and undertake sponsored projects.
- c) “Research Skills and Patent Workshops” are conducted to develop research skills among faculty members and students as well.
- d) Research output is measured and tracked by Performance Insight 360 software which also pulls citation data and h-index values from Google Scholar automatically for each faculty member.
- e) Summer and Winter Schools are organized under which specialized domain-specific workshops are conducted for faculty members
- f) Faculty is regularly deputed to NITTTR, Chandigarh for specialized short-term courses with a view to develop research capabilities.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	0	0	0
Outlay in Rs. Lakhs				

3.4 Details on research publications

	International	National	Others
Peer Review Journals	23	1	
Non-Peer Review Journals			
e-Journals			
Conference proceedings	14	34	

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects				
Interdisciplinary Projects				

Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total	0	0	0	0

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges

Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number			1	1	1
Sponsoring agencies	Computer Society of India				

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	2
	Granted	
International	Applied	
	Granted	
Commercialised	Applied	
	Granted	

3.17 No. of research awards/ recognitions received by faculty and research fellows
Of the institute in the year

Total	International	National	State	University	Dist	College
3	0	3	0	0	0	0

3.18 No. of faculty from the Institution
who are Ph. D. Guides
and students registered under them

3

4

3.19 No. of Ph.D. awarded by faculty from the Institution

1

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
National level International level

3.22 No. of students participated in NCC events: NA

University level State level
National level International level

3.23 No. of Awards won in NSS:

University level State level
National level International level

3.24 No. of Awards won in NCC: NA

University level State level
National level International level

3.25 No. of Extension activities organized

University forum	<input type="text"/>	College forum	<input type="text" value="5"/>		
NCC	<input type="text"/>	NSS	<input type="text" value="6"/>	Any other	<input type="text"/>

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

a) Adoption of Village – Amb Village (Under process)

b) Save the trees drive

c) Blood Donation Camp

d) Swacch Campus Abhiyaan

f) Training on Fire Fighting Skills

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	22,000 sq.m	0		22,000 sqm
Class rooms	50	0		50
Laboratories	32	0		32
Seminar Halls	10	0		10
No. of important equipments purchased (\geq 1-0 lakh) during the current year.		15	Institutional Funds	15
Value of the equipment purchased during the year (Rs. in Lakhs)		31,48,793	Institutional Funds	Rs.31,48,793
Others		Supplementary infrastructure resources such as furniture, fans, LED bulbs, Electric Supply Panels, TV, Audio Equipment	Institutional Funds	Rs. 27,46,202

4.2 Computerization of administration and library

Administration: College has implemented ERP system to stream line the operations of major functional areas of admission, attendance, examination, fee management, financial accounting, time table, staff & payroll, library management, transport and other utilities.

Performance Insight 360, the custom built analytics framework provides deep insights to institutional management on the performance of the institution, departments and individual stakeholders which allows for strategic interventions to address areas of concern.

Library: It has been completely automated using Library Management software using bar-code technology.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	24021	Rs.6846537	1645	Rs.385829	25666	Rs.7232366
Reference Books	6624	Rs.1916451	322	Rs.35375	6946	Rs.1951826
e-Books	0	0	0	0	0	0
Journals	62	Rs.119094	0	0	60	Rs.234873
e-Journals	161+Back files	Rs.387230	8	Rs. 50,834	169+Back files to 2005,2015 &2016	Rs.438065 (Annual Subscription)
Digital Database	TLSS → Total Lib Software System					
CD & Video	1457	-	144	-	1601	-
Others (specify (1. Project Reports))	2427	-	123	-	2550	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	549	13	54mbps	2	0	6	7	0
Added	65	0	0	0	0	0	0	0
Total	614	13	54mbps	2	0	6	7	0

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

<ul style="list-style-type: none"> a. MIET provides access to computing facilities through 10 high-end servers and 550+ computer terminals. b. Campus-wide fiber-optic backbone provides high-speed networking and data-access. c. MIET staff and students have their official E-mail ID's (@mietjammu.in) with 10TB Free data storage. d. Campus Wi-Fi is accessible to students and staff. e. Internet bandwidth of up to 50 Mbps is available. f. MIET Mobile App provides seamless access to all institutional digital resources. g. MIET has implemented ERP, Library Management System, Moodle-based LMS, Google Classroom and PI-360 analytics framework for transparent governance, improving teaching-learning and enhancing operational efficiency.
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4.6 Amount spent on maintenance in lakhs:

i) ICT	Rs. 50,735
ii) Campus Infrastructure and facilities	Rs.19,24,576
iii) Equipments	Rs. 81,424
iv) Others	Rs. 2,13,700
Total:	Rs. 22,70,435

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- IQAC routinely works with the Student Support Services Committee of the institution in obtaining student feedback. This committee has active student members too.
- The IQAC conducts “Student Orientation” sessions firstly at the time of joining and then on a weekly basis working with a small set of 30 students to apprise them of available services and special initiatives.
- The feedback collected is analysed and a detailed action taken report is prepared and shared with the students to close the loop.
- Students are apprised of new initiatives at other forums as well such as the “Tea with the Director”, “Town hall Meet” etc.
- Social Media presence has been strengthened with increased followers in various channels such as Facebook, Instagram and Twitter.

5.2 Efforts made by the institution for tracking the progression

- ERP management system has been introduced and all the students have been given the access by providing unique user name and password for the regular monitoring of Attendance and Internal Assessment records.
- Third party assessments from AMCAT, Wheebox and LinkedIn are conducted for the final year students and detailed evaluation reports on diverse parameters for further improvement.
- Each student’s detailed performance profile is maintained in the Performance Insight 360

framework covering academic, co-curricular and extra-curricular performance and achievements. Graphical analysis and relative benchmarking of student performance is also performed. The system further sends out automated guidance and counselling messages to the students apprising them of their individual performance and in relation to their peers.

- d) Gamification Module has been added in the tool to encourage healthy competition in the student peer group and create a culture which recognizes holistic performance.
- e) Remedial classes are organized for students whose performance is not up to the mark and they are recommended to the departments for specialized monitoring and mentoring.
- f) Departmental reviews are conducted regularly to monitor student pass percentage and progression.
- g) Each student is assigned a faculty mentor who in turn mentors around 15 students. The mentor meets with the students once in 30 days and takes stock of the progress of the student and whether the student is facing some issues. All possible help and support is provided by the faculty mentors as required on a case-to-case basis.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1318	180	0	0

(b) No. of students outside the state

Nil

(c) No. of international students

Nil

Men

No	%
0	0

Women

No	%
0	0

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
337	12	1	13	0	363	439	15	7	1		462

Demand ratio NA

Dropout %: 0.012%

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

Awareness cum orientation session on:

- a) CAT
- b) GRE
- c) GMAT
- d) IELTS
- e) TOFEL is being organized from time to time by the Guidance and counseling cell.

No. of student's beneficiaries

200

5.5 No. of students qualified in these examinations

NET	<input type="text"/>	SET/SLET	<input type="text"/>	GATE	<input type="text"/>	CAT	<input type="text" value="56"/>
IAS/IPS etc	<input type="text"/>	State PSC	<input type="text" value="35"/>	UPSC	<input type="text"/>	Others	<input type="text"/>

5.6 Details of student counselling and career guidance

1. The Institute is having a Placement, Alumni and Guidance Counselling Committee which extends counselling assistance to students with academic and social concerns.
2. The college has created a student's placement cell also, where students help and motivate other students in the peer group.
3. The "Tea with Director" is another motivational session conducted every week with a small group of students.
4. A workshop on Meditation termed as Jigyasa Sessions by VCM (Vrindavan Charitable Meditation) is going on wherein 16 sessions will be organised for students to create self-awareness through spirituality.
5. "Meet the Alumni" sessions are conducted regularly where successful alumni share their experiences with current students.
6. Mock Group Discussions and Personnel Interviews are conducted for the final year students.
7. Third party assessments such as AMCAT, Wheelbox and LinkedIn for pre-final and final year students are organized to help make them industry-ready.
8. Industrial visits are a major component in understanding the Industry requirements and developing the skills accordingly.
9. Distinguished Lecture Series and Invited Lectures are organized regularly for the benefit of the students.
10. Student chapters of IEEE, ACM, CSI, IETE and ISTE regularly organize event and activities which aid in overall development of students through directed exposure.

No. of students benefitted

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
13	200	40	9

5.8 Details of gender sensitization programmes

A Seminar was conducted on “Women Empowerment through Entrepreneurship” in collaboration with Chamber of Commerce in the month of March 2016. Some 100 Students from different branches and 30 faculty members attended the same.

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports: State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	18	Rs.7,98,000
Financial support from government	NA	NA
Financial support from other sources	NA	NA
Number of students who received International/ National recognitions	2	NA

5.11 Student organised / initiatives

Fairs: State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5

5.13 Major grievances of students (if any) redressed:

Feedback was collected from some 500 students across all the departments online and the following action was taken against them:

- a) Programming Lab in CSE was upgraded with 40 Thin client PC's to replace old thin-clients at cost of 7.5 Lakhs. IT Lab was also upgraded with 20 new PCs at cost of 7 Lakhs.
- b) 2 high-powered access points have been installed to improve wi-fi coverage in certain areas of the campus.
- c) In response to a need for more trainings and workshops for students, over 700 students have been trained under IIT Super Resource Center and special workshops.
- d) AMCAT Test was conducted to create more placemen opportunities for students.
- e) Size of playground was doubled to accommodate more students during college fest.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

VISION: To create a world class Institution.

MISSION: To deliver exceptional value to students, Industry & Society.

6.2 Does the Institution has a Management Information System

YES

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

MIET is an affiliated college to the University of Jammu and does not have the autonomy to undertake curriculum development. MIET faculty is regularly invited to the Board of Studies meetings conducted by the University of Jammu and provide detailed inputs on curriculum enhancement, revisions and reforms.

However, MIET through strategic industry partnerships offers value-added courses and international certifications on cutting-edge technologies and domains such as cloud computing, storage technologies, networking, and software development etc. for its students.

During the year MIET established collaborations with IIT Bombay as the super resource centre and 400 students were certified under the same on C, C++ and Java.

During the year MIET introduced the Cloud Computing and Big Data curriculum from industry giant EMC as a value-added course. Over 440 students got enrolled in the course and got certified from EMC on this important domain.

6.3.2 Teaching and Learning

- Evaluating teaching effectiveness program launched wherein faculty members having overall experience below 5yrs delivered lectures evaluated by expert panel. Detailed feedback for improvement of quality of teaching was shared and the best teachers were presented with a Certificate of Excellence.
- Remedial Classes for selected subjects have been organized on the 2nd and 4th Saturdays of the month which are non-working.
- An “Academic Plan” has been created for the entire institution for achieving:
 - Excellence in classroom teaching
 - Improved university results

- Institutionalized use of ICT in teaching-learning
- Capacity and capability Building
- Creating relevant academic support systems
- Sustained tracking and analysis
- Improving Student engagement and support
- Achieving desired learning and skill outcomes
- Excellence in conduct of Laboratory work
- The concept of skill development matrix has been introduced for students.
- Faculty Development Programmes are a routine fixture to help faculty members upgrade their knowledge and skill levels.
- In CSE, IT and MCA it was decided to give programming-based assignments to the students to boost competence in this core area as for higher paying jobs, advanced programming skills are required in the industry.
- Google Classroom has been adopted as a major ICT initiative across the institution to broaden student engagement beyond the classroom.

6.3.3 Examination and Evaluation

- The examinations are conducted by the University of Jammu. However, internal assessment tests are conducted by MIET. Internal assessment constitutes 25-40% weight-age in the overall score and varies for different courses. Some of the best-practices adopted by the institution in examination and evaluation are:
- It is mandatory for students to view their evaluated answer scripts and sign on them to indicate their satisfaction with the evaluation process.
 - Students can ask faculty to review the evaluation in case of any discrepancies.
 - The quality of question papers is moderated by Dean Academic Affairs, he receives 3 sets for each subject in the prescribed format and randomly he will select the paper.
 - The overall quality of examination and evaluation is monitored by a central Internal Assessment Committee comprising senior faculty members and heads of departments. The committee conducts regular checks and reviews to ensure that the process laid down at the institute level is complied with and any deviations are justified or corrected.
 - Finally, a University of Jammu nominated committee validates the internal assessment award rolls and performs qualitative checks.

6.3.4 Research and Development

- MIET is set to start Joint R&D with Infineon Technologies, Bengaluru for undertaking applied research projects in electronics and communication.
- An institute-wide Research, Development and Publications committee comprising senior faculty and researchers has been constituted to monitor and enhance the quality of research.
- All research papers are routed through the committee which evaluates the paper and the quality of the forum to which the paper is submitted for review.
- The committee conducts regular orientation programmes/workshops for faculty to help them improve the quality of research.
- An online repository of all papers has been created for ready access to faculty

within the institution.

- Faculty and students have been provided online access to IEEE Xplore digital library.
- A Research Promotion Scheme has been introduced which provides monetary incentives and recognizes faculty output in research and development. “Research Awards” are organized annually to felicitate all faculty members whose papers are published in the preceding year. A total of 442 research papers had been published by the faculty by the end of 2016.
- Faculty members are provided financial support to attend conferences and present papers.
- Regular “Research Workshops” for capacity building and “Gyan-Badhao” sessions for knowledge sharing are conducted to facilitate the research culture.
- A Centre for Mobile Application Development was established in 2013 to promote special projects in the mobile domain
- 13 patents have been filed by the faculty at the Indian Patents and Trademarks Office.
- The institute automatically tracks the citation counts, h-index, i-10 index for individual faculty, department and institution through the purpose-built Performance Insight 360 software.
- The institute publishes the International Journal of Next-Generation Computing (<http://ijngc.perpetualinnovation.net>) jointly with the University of Missouri-Kansas City, USA which is indexed by Thomson Reuters, Emerging Sources Citation Index (ESCI) under Web of Science.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Over 1600 books were procured by the library during 2016 worth Rs. 7 Lakhs.
- The library maintains separate statistics for usage and visits by the faculty and students which are then shared with the departments to improve utilization.
- From this year onwards MIET started with Avid reader award for faculty and students for maximising usage.
- The library procurement committee ensures that text and reference books from reputed authors and publishers are ordered.
- The library subscribes to IEEE-ASPP package at a cost of Rs. 4.78 Lakhs per annum.
- The library is completely automated with bar-coding of all books and reference materials.
- The library is open beyond working hours to provide enhanced access to students and faculty.
- ICT is a major emphasis area for the institution and several ICT initiatives have been undertaken, such as:
 - Google Classroom has been implemented
 - Learning Management System is implemented
 - Campus ERP System is implemented
 - Analytics Framework – Performance Insight 360 is implemented
 - Library Management System is implemented
 - Innovative solar-powered CCTV cameras are installed for campus security
 - All systems are accessible on 24x7 basis.

- Wi-fi facility is available throughout the campus
- MoU with Aircel has been signed to provide 3G data access at MIET campus. This is the first such initiative in the state.
- About 30% of the classes utilize projectors for delivering digital content to the students.
- MIET provides good quality infrastructure and ambience and is one of the greenest campuses in J&K.
- IT and Lab infrastructure has been upgraded at a cost of 35 Lakhs.
- A 250 seater auditorium has been setup at a cost of Rs. 50 Lakhs in 2016.
- A sum of Rs. 20 Lakhs has been spent on campus upkeep and maintenance to improve student experience.
- The in-house IT team at MIET has highly experience personnel providing quick support and turnaround for high-availability of resources.
- The in-house campus management team is headed by an experienced Civil Engineer with a team of electricians, carpenters and plumbers at hand to take care of maintenance and upkeep issues.

6.3.6 Human Resource Management

- MIET prides itself in providing the best working environment and benefits package in the region helping in attracting the best talent.
- MIET is an equal opportunity employer with a diverse workforce, a fact which has been appreciated and acknowledged by the University of Jammu officials.
- MIET has a philosophy of upholding the dignity of all individuals and employees are accorded due respect.
- Career progression is supported and clear growth paths for individuals articulated.
- Performance appraisal system is completely automated through the online analytics framework.
- Staff feedback collection and analysis is completely automated and the action taken is duly shared back with the staff.
- Staff outreach programmes are regularly initiated for two-way communication and better engagement.
- Attrition rate is carefully monitored and exit interviews are mandatory for all employees leaving the institution. Strategies for improving retention are formulated based on the analysis of exit interviews.
- Advanced Mentoring programmes are conducted for developing future leaders at MIET.
- Tea with Director and Town Hall meets ensure regular interaction of management with faculty members.

6.3.7 Faculty and Staff recruitment

- All recruitments are made through a selection committee nominated by the University of Jammu comprising eminent subject experts.
- High-quality individuals are actively sought and special incentives are provided.
- Applications are invited throughout the year and high-quality faculty are absorbed through creation of special positions even above sanctioned strength

- if required.
- All benefits are accrued from day-one of appointment and transparency in norms is observed.

6.3.8 Industry Interaction / Collaboration

- J&K has very limited industry and hence industry collaboration remains a challenge. Yet significant progress has been made in this important area:
- MIET has an industry-institute partnership cell funded by the AICTE.
- MIET is in process of establishing a VMware Centre of Excellence.
- MIET is in the process of formalizing a linkage with Infineon Technologies, Bengaluru for undertaking applied research projects in electronics focussing on solving problems in the local context of J&K.
- Linkages with 4 of the top 10 IT companies in the world – IBM, Cisco, Microsoft and EMC² have been established. Students are trained on the latest technologies under these tie-ups.
- MIET has the only IBM Software Centre of Excellence in J&K.
- MIET has the only authorized Cisco Networking Academy in J&K.
- MIET has the only EMC² Centre of Excellence in J&K offering courses on storage technology, cloud computing and big data to students.
- MoU with Aircel has been signed to provide specialized training to MIET students in Telecommunication technologies besides providing 3G access to each MIET student and staff on campus.
- Regular industrial visits are organized for the students in neighbouring states to provide industrial exposure to the students.

6.3.9 Admission of Students

- Several outreach programmes are conducted to apprise students about the initiatives and achievements at MIET.
- Social media is utilized to reach out to the target audience for brand building and generating awareness.
- The admission process is online and digital. A helpdesk provides all support and help to streamline the admission process.
- The average time to complete the formalities and secure admission is monitored and every effort made to reduce the time taken to complete admission.
- A complete folder with digital content – information, norms procedures, important contacts, useful resources, e-Books etc. is provided to the students at the time of admission.

6.4 Welfare schemes for

Teaching	<ol style="list-style-type: none"> 1.Free Transport Service 2.Medical/Insurance Cover 3. Self-administered PF Scheme 4. Interest-free loans 5. Sponsorship for Higher Education
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	6. Study and Professional Development Leave
Non-Teaching	1. Free Transport Service 2. Medical/Insurance Cover 3. Self-administered PF Scheme 4. Interest-free loans
Students	1. Founders Scholarships 2. Medical/Insurance Cover 3. Project Funding for select projects 4. Financial support to attend external events.

6.5 Total corpus fund generated

Rs.10,09,68,753

6.6 Whether annual financial audit has been done

Yes

No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	
Administrative	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes

Yes

No

For PG Programmes

Yes

No

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

The institute is an affiliated institution and cannot carry out examination reforms on its own. However, several innovations in the management and conduct of internal examinations have been introduced. These have been detailed in section 2.6.

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

The University of Jammu has only recently amended its statutes to allow for granting

Autonomous status to affiliated colleges. Only one institution under University of Jammu, namely the MIER College of Education (a sister concern of MIET) has been awarded the autonomous status in 2015.

6.11 Activities and support from the Alumni Association

- With the success of Alumni Mentorship Programme, Phase II of the programme is being initiated as well, wherein under 1 alumni 3 students are mentored and benefitted.
- Meet the Alumni series has been started in which Alumni visiting Jammu are invited to deliver lecture on their experiences and interact informally with the students.
- An Alumni Meet was organized at MIET, Jammu in November and Distinguished Alumni awards were presented to 3 MIET alumni who have set new benchmarks in professional achievement. The meet was attended by over 80 alumni from across all batches. 1 of the Alumni had joined the meet through Skype session from United States of America.
- Alumni chapter of MIET was established at Bengaluru.

6.12 Activities and support from the Parent – Teacher Association

Parents are regularly invited to interact with the faculty and are shown the progress of the students through the PI 360 framework which provides an overall view of the student performance in all spheres i.e. academic, co-curricular and extra-curricular.

6.13 Development programmes for support staff

- Support staff is encouraged and sponsored to pursue higher education. Around 5 members of the technical staff are currently enrolled in various higher education programmes such as M.Tech.
- Regular orientation programmes/technical workshops are organized for the technical support staff to upgrade their skills.

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

- MIET has the greenest campus in J&K with over 1000 planted trees on campus leading to the creation of a micro-forest.
- Regular plantation and campus maintenance drives are conducted by the college NSS committee.
- Since the last 5 years all old bulbs were replaced with CFLs to reduce energy consumption.
- In the newly commissioned Academic Block-D, all LED bulbs have been used.
- Beginning 2017, LED lights will be used to replace CFLs across the campus.
- The institute is evaluating the installation of a 7.5 KVA solar power generator on experimental basis to meet the future energy needs.
- Rain-water harvesting has been identified as a major institutional project for 2017.

- 200 amla trees have been planted in the campus on experimental basis leading to creation of a herbal/bio-diversity park.
- The external CCTV cameras are powered by solar panels and all street lights are being converted to solar powered ones in a phased manner.

Criterion – VII

7. Innovations and Best Practices

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

- The MoU signed between MIET and UMKC, 2 students from CSE got enrolled to the MS program .
- Performance Insight 360 a comprehensive quality management framework has helped institutionalize a culture of quality and performance at MIET. This has helped align all stakeholders with common quality objectives.
- Tea with the Director programme initiated wherein over 420 students have met the Director in small groups and shared their feedback and received important information from the Director. Extremely positive feedback from the students indicates that the programme is a big success.
- Town-Hall meets with the staff were introduced to allow management to interact with the whole staff on a regular basis to review institutional progress, discuss environmental updates, share success stories and outline future directions envisaged for the institution.
- Social media approach has been strengthened through Facebook, Instagram, Twitter and Google+. This has created a very positive impact among all stakeholders as community-wide recognition of individual and group achievements is made possible.
- MIET got empanelled under Pradhan Mantri Kaushal Vikas Yojana.
- Google classroom adoption across entire institution resulted in increased student engagement.
- Online attendance and internal assessment through ERP system for smoothening operational processes
- Weekly HoDs meeting for increased coordination
- Evaluating Teaching Effectiveness program initiated for the faculty having overall experience below 5yrs.
- An innovative Advanced mentoring Programme was introduced in which 15 young leaders selected among the faculty were groomed for one year to develop a strong second line of leadership.
- A book “Shreshth: The Pursuit of Excellence” written by the Director is shared with the students and forms the basis of a motivation cum guidance and counselling sessions for the students to create a winning strategy to maximize returns from college.

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

The institute and department-level performance is reviewed every quarter using the PI 360 performance management framework. This ensures that progress is measured and corrective action initiated if progress is deemed unsatisfactory. The compliance rate of 80% is regularly achieved against stated objectives at the beginning of the year.

7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

Title of the Practice:

Performance Insight 360: Quality Analytics Framework at MIET

Goal: To enhance quality, performance and achievement levels of all stakeholders and institutionalize a culture of high-performance in the institution.

The Context: Using ICT to enhance governance and improve institutional performance.

The Practice: A cloud-based quality management software which automates many aspects of quality assurance and provides each stakeholder with a dashboard of their cumulative performance.

Evidence of Success: Year-over-year improvement in institutional performance index and achievement levels leading to best admissions in the region.

Problems Encountered and Resources required: Getting stakeholder buy-in and ensuring usage. Created process interventions to ensure compliance leading to PI-360 becoming ingrained in day-to-day working of the institution. Resources required are a cloud-based Virtual Private Server to deploy the solution and ensure 24x7 uptime.

Notes (Optional):

Performance Insight 360 which is an analytics framework for managing quality at the individual, group and institutional level. Two patents have been filed at the Indian Patents Office by the Centre for Software Development at MIET encompassing this invention.

Title of the Practice:

Research Awards and Research Promotion Scheme

Goal: To create a culture of promoting quality research at MIET.

The Context: Research is an integral component of higher technical education, but producing quality research output remains a challenge. For an institution, such as MIET, which offers primarily undergraduate courses in Engineering, getting research activities off the ground required an innovative strategy to be formulated.

The Practice: The Research Promotion Scheme at MIET provides financial incentives to faculty and students for their research output besides providing financial support in attending conferences, paying registration fees etc. The Annual research awards recognize the researchers and help celebrate individual/group achievements.

Evidence of Success: 450+ research papers published by faculty till date with 60% in international journals and conferences, 13 patents filed, 2 IT products incubated, 3 mobile applications developed.

Problems Encountered and Resources required: Overcoming inertia, creating awareness about benefits of research in career development and growth, creating a budget for research and demonstrating institutional commitment to research, low fee structure was a hindrance in creating facilities/resources for research.

Notes (Optional):

This best-practice is unique to MIET in the state of J&K and we are the only private institution which has a credible research output and culture which supports faculty research.

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7.4 Contribution to environmental awareness / protection

- Save the trees programme was initiated and over 100 trees were white washed and made termite proof.
- A professional landscape architect and horticulturist has been approached to help design the campus better and improve the ecological environment.
- Over 100 herbal trees including neem and amla were planted last year.
- Regular plantation drives are conducted by the NSS committee to improve green cover in the campus. Currently 50% of the campus has a green cover.
- Swacch Campus drives are organized from time to time to promote cleanliness through sense of ownership.

7.5 Whether environmental audit was conducted?

Yes

No

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

MIET has prepared a vision document, a comprehensive strategic plan, academic plan, operational plan and risk management plan to further consolidate its position as the premier technical institution in J&K. The stated core values of MIET are Quality, Innovation and Customer Experience. All new initiatives and programmes are congruent with the core values of the institution.

8. Plans of institution for next year

- To obtain higher CGPA during second NAAC accreditation cycle.
- To attain permanent affiliation with University of Jammu.
- Apply for NBA accreditation for B.E CSE/ECE/EE courses post NAAC accreditation.
- Upgrade quality certification to ISO 9001:2015 standards.
- To incubate 10 companies from campus under the MSME TBI.
- Enhance university results by 5%.
- Enhance student placements by 15-120% on year-over-year basis.
- To begin groundwork for start of M.Tech CSE programme in 2017.

Name: Ruksana Salathia



Signature of the Coordinator, IQAC

Name: Prof. Ankur Gupta



Signature of the Chairperson, IQAC