YEARLY STATUS REPORT - 2022-2023

Part A	
Data of the Institution	
1.Name of the Institution	Budge Budge Institute of Technology
• Name of the Head of the institution	Prof.(Dr.) Bhabes Bhattacharya
• Designation	Director General - Academis
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	03324820676
• Mobile no	9748493158
• Registered e-mail	executivedirector@bbitedu.in
• Alternate e-mail	director@bbit.edu.in
• Address	Budge Budge Institute of Technology, Nischintapur, Budge Budge, South 24 Parganas, Kolkata 700 137, West Bengal
• City/Town	Kolkata
• State/UT	West Bengal
• Pin Code	700137
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Urban

• Financial Status	**Self-financing**
• Name of the Affiliating University	**MAULANA ABUL KALAM AZAD UNIVERSITY OF ECHNOLOGY,WEST BENGAL**
• Name of the IQAC Coordinator	**Prof.(Dr.) Narendra Nath Jana**
• Phone No.	**03324820676**
• Alternate phone No.	
• Mobile	**8420929700**
• IQAC e-mail address	**principal@bbit.edu.in**
• Alternate Email address	
3.Website address (Web link of the AQAR (Previous Academic Year)	https://www.bbit.edu.in/
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.bbit.edu.in/downloadfile

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	**B++**	**2.77**	**2023**	**19/05/2023**	**18/05/2028**

6.Date of Establishment of IQAC	**01/09/2016**

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	View File

IQAC			
9.No. of IQAC meetings held during the year	`14`		
• 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)

`Appeal for improvement of Grade was made. Accordingly, the Grade was improved to B++ from B+`

`All document related to new metrices are made ready as and when the vents are organized`

`Apart from Quarterly meeting of IQAC, a number of subcommittee have been held during the year 2022-23`

`Special Trainings for different functional area have been organized`

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
Institutional and Departmental Academic Calendar	The curricular and co-curricular activity was adhered to the planned calendar
Academic and Administrative Audit	Academic and Administrative Audit for the Department could be completed for the year 2021-22
Final Year Project Review by the Institute	Project quality has been improved significantly by adopting a comprehensive guideline
Monthly Review of Teaching -learning.	Monthly review of various Curricular components under Teaching – Learning carried out, resulting in overall improvement of academic processes
Best Practices have been identified	Practiced in the current academic year
5 – day FDP on Research Methodology, OBE, ED & IPR	Executed in the current year
Framing a Policy to motivate faculty to engage in Research work including registration for PhD.	Number of such faculty enrolled in PhD has been improved significantly
Feedback Processes	Augmented feedback procedure involving various stakeholders and corrective actions taken have improved overall Academic and Administrative functioning of the Institute.

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

- Name of the statutory body

Name	Date of meeting(s)
Academic Council	16/06/2023

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021-22	15/02/2023

15.Multidisciplinary / interdisciplinary

Budge Budge Institute of Technology (BBIT) is committed to promoting research and capacity development in educational policy, planning and administration at the centralized and decentralized levels. BBIT is a technical institute whose main objective is to produce resultsoriented and skilled professionals to meet the ever-growing demands of the industries. Teaching, learning, motivation, and orientation are well supported by an enabling infrastructure. A Green and serene atmosphere provides the perfect ambiance for peaceful and creative learning with one-stop amenities on academic and administrative matters along with laboratory, library, and reading room facilities that encourage academic pursuit. Flexibility in curriculum and innovative courses options are offered to students, in addition to rigorous specialization in a subject or subjects. The promoting group has developed standard educational Institutions, to deliver quality education in an excellent academic environment from Primary to UG level. The special focus areas are extended to disciplines in Commercial Area, Schooling, Engineering, Management, Medical, and Nursing Education. Assessments of educational approaches in UG education that integrate the humanities and arts with Science, Technology, Engineering, and Mathematics (STEM) have consistently shown positive learning conclusions, including augmented resourcefulness and novelty, acute thinking, and higher-order intellectual capacities, problem-solving abilities, teamwork, communication skills. The Choice Based Credit System will undoubtedly facilitate us benchmarking our courses with the best international academic practices. CBCS allows students to choose interdisciplinary, intra-disciplinary courses. CBCS makes education broad-based and at par with global standards. The CBCS provides an opportunity for the students to choose courses from the prescribed courses comprising a core, elective/minor, or skill based courses. The institutional plan for offering a multi-disciplinary, flexible curriculum depends on the provision from the Affiliating University and State Council for Technical Education. However, the University (MAKAUT) allows students to switch their course after completion of criteria as per the norms laid by the University and the

availability of the seats. We contribute an early career outlook on fostering future interdisciplinary research. Effective collaboration between people from different disciplines is necessary to maximize the potential benefits of integration for future research activity. Multidisciplinary research is a pursuit of certainty with the help of numerous specialized branches of learnin which aims at achieving a common aim with the aid of knowledge of other disciplines. Interdisciplinary research has been gaining traction in recent years and has been creating a wider social and economic impact. The participation of students, departments, and institutions in interdisciplinary education is a major first step in the development of activities and courses that cross-disciplinary divisions. At the institutional level, the realignment of courses and curricula to include interdisciplinary education provides an opportunity to increase enrollment has been noted as a means of attracting administrators. In addition, interdisciplinary education can broaden enrollment in courses offered in individual disciplines, integrating geoscience, engineering, humanities, politics, education, and other majors. At the student level, interdisciplinary education challenges students with multiple disciplines who are aware of the need to tackle real-world problems through an interdisciplinary lens.

16.Academic bank of credits (ABC):

1. The institute delivers the courses as per the Curriculum/syllabus, stipulated by the affiliating authority(s), through a religious implementation of the requirements of the course file, incorporating the essential components like a lesson plan, classroom materials, reading materials, continuous and end semester assessment/attainment details, etc. 2. Implementation of Academic Bank of Credits (ABC) is intended to be taken up as per the guidance and procedures formulated by the affiliating University and State Council for Technical Education,NEP 2020 in creating an Atma Nirbhar Bharat. 3. ABC Regulations in BBIT are intended to give impetus to blended learning Mode, allowing students to earn credits from schemes like SWAYAM, an online repository of courses. The student can earn up to 50 percent credits from outside the university curriculum. 4. In addition, the following flexibilities are also integrated into the curriculum delivery: a) Content beyond the syllabus, evolved from the gap analysis of the attainment process. b) Pedagogical Innovations (for online as well as offline), with involvement of credible MOOCs like NPTEL/SWAYAM, Coursera, Virtual Labs, etc. c) Execution of classes and Laboratories with the availability of videos for recap/revision. d) Special program for weak and advanced learners, coupled with the diagnostic procedure.

17.Skill development:

Skill development initiatives, in alignment with NSQF, have been taken up as per the norms of the State Council in a limited manner, where students from vocational streams are allowed to get admitted in the Diploma Programs. University has introduced additional credits to be earned by the student taking up NPTEL/SWAYAM courses to get B. Tech (Honours) degree. Additionally, Soft Skill, Communication Skills, and Verbal Ability development programs as per the requirements of Industries are put in place to bridge the gap between the Industry and Institute.

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

Most of the faculty have classroom delivery in bilingual mode. For non-domicile students, Hindi and English, and for regional students, Bengali and English languages are being used to explain the topic in the classroom to develop the ability of the students to meet their educational goals.

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

The outcome-Based Education (OBE) model is being adopted at a fast pace in Budge Budge Institute of Technology to improve technical education and facilitate continuous Quality Improvement. Post the NBA accreditation (from the session 2016-17 for 4 (four) B.Tech programs, i.e., CSE, ME, ECE, EE), the teaching-learning methodologies have been planned and followed keeping OBE as a key factor. Lectures are used to convey information, history, background, theories, and equations of engineering practice. Lectures are used to relate engineering practice with ethical, contemporary, and other essential attributes of Outcome Based Education.

20.Distance education/online education:

BBIT does not impart any program under distance education. However, the teaching learning processes are being conducted in blended mode i.e. both Online and Offline.

Extended Profile

1.Programme

1.1   500

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

File Description	Documents
Data Template	View File

2.Student

2.1   **1937**

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2   **325**

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   **500**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1   **184**

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2   **142**

Number of sanctioned posts during the year

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**500**

File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	**1937**

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**325**

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	**500**

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	**184**

File Description	Documents
Data Template	View File

3.2	**142**
Number of sanctioned posts during the year	

File Description	Documents
Data Template	<u>View File</u>

4.Institution

4.1	**59**
Total number of Classrooms and Seminar halls	
4.2	**126090262.81**
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	**918**
Total number of computers on campus for academic purposes	

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 Budge Budge Institute of Technology (BBIT), being affiliated institute follows the curriculum adopted by the University. The Institute prepares the Institutional Academic Calendar in alignment with the same published by the University.

Pre-Semester Activities

1. Academic Calendar

2. Class Routine

3. Review of Academic Facilities

In-Semester Activities

1.Course delivery

2.Class presentations

3.Tutorials

4.Special Classes: for Advance Learners (preparation for GATE / other National Level Competitive Examinations

5.Remedial Classes

6.Departmental Review Meeting

7.Continuous Assessment and Evaluation Process

8.University End Semester Examinations

Post Semester Activities:

1.Attainment Analysis of COs, POs, and PSOs, Gap analysis, and plan

for corrective actions.

2.Result analysis at Institute level and

identification of Target Subjects in the remedial program for the

next Academic Year

3.Follow-up actions for curricular integration involving the outputs from FDPs, Workshops, etc.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://drive.google.com/drive/folders/1JQJGz0zpnCDABy7DQzzPBnRp94DsCyyv?usp=drive_link

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

The Institute being affiliated to MAKAUT, West Bengal, the University releases the calendar of events for the affiliated colleges at beginning of every semester, which includes start and

end dates of the semester and examination schedules. The Institute prepares the detailedcalendar of events at the institute level. The Institutional Academic Calendar includes the dates of re-opening,bridge course, orientation course, commencement of internal tests,commencement of semester examinations, important functions of the college and Government, local and institutional holidays etc. The Action Plan for academic oriented activities like seminars / workshops / conferences to beorganized, subject experts are invited if required. Cultural programmes and other activities, schedule of UG and PG project reviews are decided in therespective departments / committees / clubs etc. The academic and other activities are reviewed monthly by Director General-Academics. Internal Assessment tests are conducted as per the guidelines of the University and as per academic calendar. The internal marks and evaluated books are verified by the students. The Weak students are identified and special classes are arranged. In the Remedial class, the University questions are given to them to prepare. Students are evaluated continuously and made them ready for University exams.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://smartexam-mum.s3.amazonaws.com/Notice/makaut1/1897_1658307068.pdf

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

77

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

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

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

14

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

1040

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

Our Institutional functioning incorporates crosscutting issues for overall human growth along with its surroundings. A few examples are, Faculty members have been motivated to participate in National Program on Human values conducted by AICTE. The same faculty were engaged in taking sessions on UHV as a part of Students Induction Program. Events on cultural celebration of important occasions /day throughout the calendar year with a focus on overall human development, viz., Agomoni, Viswakarma puja, Rabindra Jayanti etc. Seminar on Environmental awareness held. Students Visit to places like Botanical Garden, Howrah to create awareness on Environment. Male and Female faculty and staff member are treated equally in the work place. The institution has a grievance cell and anti-sexual Harassment Cell to handle the sensitive issues related to human rights and security for both employee and student member.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

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

161

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Institutional Data in Prescribed Format	View File

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

966

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

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

File Description	Documents
URL for stakeholder feedback report	https://drive.google.com/drive/folders/1Nf fnBHOCtTkPI5JoPdXGMcbzKoONRJHr?usp=drive_l ink
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://drive.google.com/file/d/15CTuyRgdi wvTqMgG387DVULr0Ah- sIsi/view?usp=drive_link

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

680

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

234

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 above requirement is ensured through;

- **Entry level and Exit level diagnostic tests are carried out asa part of Students. Induction Program to identify the slow andadvanced learners.**
- **Remedial and Special classes are arranged and reviewed by the administration.**
- **Resource person from the reputed institute and industries areengaged to improve the learning level of the students.**
- **The mentors are also engaged to assess and take correctiveactions.**

File Description	Documents
Paste link for additional information	*https://drive.google.com/file/d/1s89AgXVNW rcFPwtTtRLHpXgJhoE-J- w5/view?usp=drive_link*
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
1937	**187**

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

In order to promote learning experience of the students aligned withthe requirements of a professional course, the following studentcentric methods are integrate to the Teaching-Learning process;

- The Course file preparation incorporating various StudentCentric learning components is initiated before thecommencement of class.
- Lesson plan and Course Outcome are properly defined andexplained to the students accordingly. Various essentialcomponents of Course conduction are monitored regularly andpreserved in the Course file.
- E- learning platforms are adopted to keep track of theTeaching-Learning process.

A few platforms which are being promoted by the Institute include;

- SWAYAM/NPTEL
- COURSESERA
- Other learning resources through CDs, DVDs, e-banks, ejournals

These platforms facilitate to develop independent learning skills ofthe student besides supplementing the classrooms teaching.In addition to the above, following Curricular / Co-curricularexercises are associated with an aim to promote experiential andparticipative learning among students:

- Workshop/Quiz organized for the students.
- Activities under the umbrella of students chapter like IE(I),CSI, IETE etc.
- Invited talk and hands on sessions conducted by industryexpert.
- Project competition, design contest, wall magazine and techfest.
- Industry relevant projects executed through a comprehensiveguideline.
- Team spirit developed through group discussions, debate andpanel discussion.
- Industry visits and execution of mini projects as a by-productof such visits.

File Description	Documents
Upload any additional information	[View File](#)
Link for additional information	https://drive.google.com/file/d/1O8ga-3wsO AXXVCmqxZXd- If8Mh9-5YmC/view?usp=drive_link

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

Budge Budge Institute of Technology (BBIT) encourages extensive useof ICT enabled tools including online resources for effectiveteaching and learning process. Institute developed its dash board on Google Classroom Platform. Allonline materials are uploaded in these google classrooms and areaccessible to the all stakeholders including respective students.The contents uploaded are periodically reviewed by the authority andrecommendations are made to the faculty for further improvement.Students feedback is also taken online on two occasions in asemester. One during the initial phase and the other at the end ofthe semester. All faculty members have been provided with ICT toolsand resources available on its campuses. They use LCD Projectors,Video Conferencing, Google Quiz, MOOCS and e-learning technology.There are 7 ICT enabled classroom in the institute. The Seminar Hall, Auditorium, Board Room are well equipped with ICT facilities.It also uses NPTEL developed online contents of all engineeringdiscipline.Library also offers a wide range of e-resources to allstakeholders. General ICT Tools are used by all faculty members are:Desktop and laptops, Projector, Digital cameras, Printer,Photocopier, Scanners, Microphones, interactive white board etc.Faculty members are motivated to enroll inNPTEL/SWAYAM Courses toensure their continuous self-development.

File Description	Documents
Upload any additional information	[View File](#)
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

121

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

187

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

66

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

05-10-2024 03:52:45

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

2.4.3.1 - Total experience of full-time teachers

6

File Description	Documents
Any additional information	[View File](#)
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	[View File](#)

2.5 - Evaluation Process and Reforms

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

The Institute is affiliated with MAKAUT, West Bengal, the rules and regulations for the evaluation process are laid down by the affiliating University. The schedules of Internal Assessments are communicated to students and faculty at the beginning of the semester through the Institute Academic Calendar. The schedule for end-semester examinations communicates by the university and is available on the University website. Students are given general instructions regarding the evaluation methods of University answer scripts. Theory subjects are assessed through four internal tests and the end semester. University examinations. Practical subjects are assessed through Two internal tests University external lab exam.

Project Work Assessment: The final year project is executed through a comprehensive guideline. In addition to the Supervisor the monitoring of the project is carried out as per the predefined rubrics at two levels, one at the Departmental level through Departmental Project Committee (DPC) and the other at Institute level through Project Review and Implementation Committee (PRIC).

Seminar Assessment: In the final year, students have seminars in their curriculum. The students have to select a recent and innovative topic and present it in front of the seminar coordinator, department faculty, and theirclass students. Thepresentation is assessed based onselected topic ppt report .

File Description	Documents
Any additional information	[View File](#)
Link for additional information	https://drive.google.com/file/d/11MVSargTZc8lUh14fQjyDToVYlp70GTf/view?usp=drive_link

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

At the institute level, an Examination Cell, comprising of a seniorteacher as Officer-In-Charge and other teaching and non-teachingstaff as members, is constituted to handle the issues regardingevaluation process. The college follows strictly the guidelines andrules issued by the affiliating university while conductinginternals and semester-end examinations. The Time Table of theinternals are made well in advance and communicated to the students.Seating Arrangements are also displayed in prominent locations forthe internals and University Examination as well. The Exam Cell publishes the result. During Examination, for any doubt, theconcerned faculty are entrusted to give clarification. If studenthas any grievances related to evaluation of university answerscripts are intimated to the subject handling faculty and head ofthe department if necessary. Such students can apply for postpublication review process laid down by the University. Applicationsare forwarded by the institute to the University with properdocumentations. Re- evaluated marks are published by the university.Intimation is given to the students for getting the results updated after re- valuation.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	https://drive.google.com/file/d/1yZxj9ucvLlVc1jSIDz0v9qai62cWTOar/view?usp=drive_link

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.

Program Outcomes (POs) are adopted by the Institute as per theguidelines stipulated by NBA. Program Specific Outcomes (PSOs) aredeveloped to cater to the additional performance requirement of

thestudents for particular program.

Couse Outcomes (COs) for individual courses pertaining to a programare developed with a focus on their mapping requirement with POs and PSOs. They are made as on the contents of the Course file. COs arecomprehensively developed for all the theory and sessional subjects.

The following scheme is adopted for dissemination of variousOutcomes to the stakeholders:

- POs and PSOs are displayed in all strategic locations of theacademic area of the Department including the chamber of theHOD and Notice Board.
- POs, PSOs and COs are displayed in various laboratories of theDepartment, Departmental area of the Website, are made as apart of the Course files.
- Special awareness sessions on Outcome Based Education (OBE)are conducted as a part of the Student Induction Program (SIP)of the 1st Year students.
- A dedicated introductory class on OBE is made as a mandatorycomponent of the lesion pan.
- Question papers are prepared with a mapping of COs andTaxonomy for the formative assessment process of the Institutein order to provide further insight on the same to the StudentCommunity.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	https://drive.google.com/drive/folders/1lVDfPqEUCJtSjyzumU7rpJEXUorXRaIA?usp=drive_link
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.

The process of attainment of COs, POs and PSOs starts from writingappropriate COs for each course of the program from first year tofourth year in a four-year engineering degree program. The course outcomes are written by the respective faculty memberusing action verbs of learning levels (Bloom's Taxonomy)Then, acorrelation is established between COs and POs in the scale of 1

to3, 1 being the slight(low), 2 being moderate (medium) and 3 beingsubstantial (high). A mapping matrix is prepared in this regard forevery course in the program including the elective subjects. Thecourse outcomes written and their mapping with POs are reviewedfrequently by a committee of senior faculty members before they arefinalized. As BBIT, a University affiliated college, the COattainment levels can be measured based on the results of theinternal assessment and final semester examinations conducted by the university. This is a form of direct measurement of attainment. Forthe indirect components, surveys are conducted to generate feedbackfrom various stakeholders. These are quantified to arrive at itscontribution to the attainment. NBA has given, in its SAR format,the following example guidelines for arriving at an attainmentlevel:

Attainment Level 1: 60% of students score more than 60% marks out ofthe maximum relevant marks.

Attainment Level 2: 70% of studentsscore more than 60% marks out of the maximum relevant marks.

Attainment Level 3: 80% of students score more than 60% marks out ofthe maximum relevant marks.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	https://drive.google.com/drive/folders/1_iDNhfZiV_MfBRnP547lrst3gbYBsdWY?usp=drive_link

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

341

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://drive.google.com/file/d/1FXXn-8ch6 n9pHkMso17g- CvLKqQv5HK-/view?usp=drive_link

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://drive.google.com/file/d/1uXwxORxGeECqz5birImRGRChmAVHKFHk/ view?usp=sharing

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)	View File

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

3

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)	View File
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 institution has created an ecosystem for innovation including incubation center and other initiatives for creation and transfer of knowledge. The faculty members are empowered to take up research activities utilizing the existing facilities. The college got Dean (R&D) to motivate the faculty members to write feasibility studies and research projects from various funding agencies like DST, AICTE, DBT etc and also helps to create research culture among faculty members and students. Institute regularly conducts workshop/ seminars on Industry Academia Innovative Practices. Institute also helps the students to organize various events like seminars, workshops, national conferences, entrepreneurial awareness programmes, Tech Fest "Tech Medha", for inter/intra college competitions by enriching innovative ideas from the students.

Mechanical Engineering Department has a Incubation Centre under the banner of automobile club, BBIT which has developed Innovative

ekart for material handling of JKB Gas Pvt. Ltd., Budge Budge. BBIT inculcate the culture of innovative research practice, social issues identification, entrepreneurship qualities, creative ideas, business strategies, science and technological development and support to society on Nation building and regularly organizes various activities to motivate the faculty and students to take up real time projects by visiting nearby industries.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://drive.google.com/file/d/1dZLaA3Dl5IOiHJX3bSTg-JVRyTCendDy/view?usp=drive_link

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

12

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

3.3 - 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

11

File Description	Documents
URL to the research page on HEI website	https://www.bbit.edu.in/
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

17

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - 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

23

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 Institute is taking various initiatives to improve the quality of life of nearby people of the college. The Institution motivates all the students to take part in various social programmes. The

College NSS Unit also has arranged blood donation camps in collaboration with JIMSH. NSS regularly engaged with the followingsocial activities:

1. Campus Cleaning,

2. Environmental Awareness Programme,

3. Rally for all AIDS day,

4. Traffic Awareness Programme,

5. Health Care Awareness Programme in collaboration with JIMSH.

File Description	Documents
Paste link for additional information	https://drive.google.com/drive/folders/1ZLD9hx_8xGZidwB7oECTaKCbvNcWAyZQ?usp=sharing
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

21

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

3.4.3 - 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

5

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

135

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

3.5 - 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

23

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
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

7

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The institute has adequate facilities for teaching-learning as per the AICTE norms. In the beginning of the semester classes, academic load as per the course curriculum is computed, the classroom engagements are calculated. Optimal allocation of all the available facilities are ensured for all members of BBIT. Title of the facility Numbers Class Rooms (UG) 37 Laboratories-CSE 6 Laboratories- EE 11 Laboratories-ME 7 Laboratories-ECE 9 Laboratories CE 10 Laboratories-BSH 3 Workshop 1 Network Resource Centre 1 Smart Classroom 7 Departmental Library 5 Central Library 1 Seminar Hall 2 Boardroom 1. The well-equipped central library having seating capacity 180 remains open from 9:00 am to 5:30 pm on all working days (Monday – Friday) and 9:00 AM to 5:00 PM on

Saturdays. The seminar Hall is for organizing seminars, conferences, Guest Lectures, Workshop in addition to Smart Classroom. The College has well equipped Internet and Wi-fi facility to the students and faculty members at the BBIT.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://drive.google.com/drive/folders/1vMtWeG3X52e8dIdmDtnWi54GB0Rm0KNh?usp=drive_link

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

A sound mind coupled with a strong physique is the key to success. Sports activities occupy a significant part in the development of human being. Large playing fields support a wide variety of games, such as Cricket, Football, Volleyball, Basketball. There are also dedicated spaces for Indoor sport, including Table Tennis, Badminton, Weight Lifting, Power Lifting, Chess, and Caroms. Our Outdoor facilities include a 200-metre athletic track and courts for Basketball, Volleyball. BBIT also has a large indoor gymnasium facility. We host Gulabi Devi Memorial inter college Football and Cricket tournament. We also have Swimming Pool. Intra Hostel league,named Hostel Premier League (HPL) is also organized with the hostellers. Yoga Teacher is also engaged to train the students to take up yoga. Institute has annual cultural fest "MAGNUS" where inter college events are organized. It is a three day program. On the last day of the fest, celebrities do perform.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://drive.google.com/drive/folders/1AFiFZwbLDc_Pzf3PGtvF6uwmd4nohokf?usp=drive_link

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

10

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://drive.google.com/drive/folders/1jAd5xC5tHKiGR0B9x17gmHvfpvUOGp7X?usp=drive_link
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)

36.42

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

4.2 - Library as a Learning Resource

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

The Integrated Library Management System (ILMS) revolutionizes library operations by seamlessly automating various tasks. This comprehensive system efficiently manages acquisitions, cataloging, circulation, and patron interactions. With ILMS, librarians can effortlessly track book availability, streamline check-in and check-out processes, and maintain a centralized catalog for easy access. The automation reduces human errors, enhances data accuracy, and optimizes resource utilization. Additionally, ILMS facilitates online searches, reservations, and renewal options, fostering a user-friendly experience. Its robust reporting capabilities empower administrators to analyze library usage

patterns and make informed decisions. Overall, ILMS enhances the efficiency of library operations, ensuring a smooth and modernized experience for both library staff and patrons.

All the library documents are barcoded and books are issued to users by reading the barcode of the document. BBIT Central Library has been a member of the Developing Library Network (DELNET) for more than ten years. It is being extensively used for ILL and searching the database of other member libraries. Users can access e books and e journals through DELNET and NDL. We have e-lectures on different subject areas from MOOCS and NPTEL and project reports.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional Information	https://drive.google.com/file/d/1Qp0bxUwhISYus6DbdMa6M-8qLLvZGG5G/view?usp=drive_link

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

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

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

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

11.81

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

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

116

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

4.3 - IT Infrastructure

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

LAN Facility: 26 nos. HP 24 ports Switches, 12 POE network switches for CCTV cameras, 6 Nos. Access Points, 120+ Intercoms and 1 No. D-Link firewall for bandwidth management for concurrent 300 users simultaneously, 200 Mbps of internet connectivity (100 Mbps (ILL)) Work station: 1000 Nos. desktops at the departmental labs of core i3 / Dual Core with 4GB, 500 GB / 1TB hard disk with LAN connectivity out of which 150 desktops with configurations of core i3 / dual core with 4GB,500GB are available to carry out academic and administrative work.

Software: 50 genuine windows licenses, with window 7pro, 10Pro. We also use open source operating systems such as Fedora, Ubuntu and CentOS. 76 Nos. HP Laser jet and multi-function printers.

04 Nos Xerox centers and 06 Nos. scanners across the campus for

academic and administrative purposes.

Updates and up gradation: Updates are maintained regularly through WSUS (Windows Server Update Service) and anti-viruses are updated through cloud portal. Computers and its peripherals are updated /

upgraded regularly as and when needed by the Departments.

Items Status as in 2022-23

1. Number of Computers 918

2. Bandwidth 100 Mbps

3. Number of Software 34 (App) 08 (Sys)

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	[https://drive.google.com/file/d/1nIVq8W_4i hzWOlKBsr_qidJErdl1qMGf/view?usp=drive_lin k](#)

4.3.2 - Number of Computers

918

File Description	Documents
Upload any additional information	[View File](#)
List of Computers	[View File](#)

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

File Description	Documents
Upload any additional Information	[View File](#)
Details of available bandwidth of internet connection in the Institution	[View File](#)

4.4 - Maintenance of Campus Infrastructure

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

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

77.83

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.

General and Electrical fixtures:

The institute has dedicated central team for logistics and maintenance to routinely check and keep functional the general (furniture, plumbing) and electrical (fans, lights, motors, generators, a/c, elevators) fixtures.

Digital and Laboratory fixtures:

IT Support team is constituted for maintaining computers and laboratory devices with their accessories. Laboratory computers are checked routinely by the support team. The classrooms equipped with ICT facilities are regularly checked.

Laboratory Equipment:

Each laboratory is assigned a Lab-in-charge who isresponsible for proper maintenance of the equipment. An audit document for laboratory equipment is to be filled in as a part of regular check of the health of the instruments.

Transport facilities:

The vehicles (Buses, Cars and ambulance) are maintained by a dedicated team of respective drivers.

Campus Network / Telephone Network:

The campus network is under the direct supervision of the Network Administration team. This team render all services pertaining to maintaining the computer network.

Ground maintenance:

Dedicated team of garden staff have this additional responsibility of keeping the playground useable in addition to keeping the campus aesthetically green.

Sanitation:

Keeping the campus- interior and exterior, cleaning is a day to day activity and the cleaning tasks are scheduled.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://drive.google.com/file/d/1OQhfM-tx3Kzy6Cx-n2W4TSJwUoYWRU2i/view?usp=drive_link

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

418

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	[View File](#)
Upload any additional information	[View File](#)
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	[View File](#)

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

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the

institution / non- government agencies during the year

1320

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

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

File Description	Documents
Link to Institutional website	http://www.bbit.edu.in/
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

9

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

9

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

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

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

294

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

12

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

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

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

33

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

5

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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

The aim of forming Student Council is to involve the students in academic, co-curricular extra-curricular activities. Through these activities the members learn planning, organization, analysis, estimation and execution along with trouble shooting, which help in their comprehensive development. From each discipline, we have College Representation and Class Representative selected by the respective department. The CR is governed by a committee of faculty members headed by Principal of the college. The CR is further subdivided into committees such as Student Grievance, Anti Ragging, Cultural, Sports, Technical events and NSS. Following is the narrative of functions and events conducted by various Committees:

1. Student Grievance: It gets complaint from the students and address the issues

2.Anti-Ragging: This committee look into the case if any and take necessary action to prevent it.

3. Cultural: The cultural event of BBIT is looked after

4. Sport: Inter College, Intra College sports even

5. Magazine: Wall Magazine and college magazine

6. Technical Activities: Department conducts various technical events under the umbrella of Students Chapter of the department.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1bUV0yf3Ae jTY_eRdWKalfrKkpOUVMnUZ/view?usp=drive_lin k
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

41

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

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

BBIT has presently close to 700 Alumni enrolled in BBIT Alumni Association from B.Tech, Diploma and MBA course. We conduct yearly Alumni get together, which witnesses a huge participation of Alumni's. Generally, Alumni Meet is organized once a year. Our current batch of students and faculty come together to organizes a huge welcome and interaction session for BBIT Alumni's. As apart of welcome ceremony various societies of BBIT present their program in the form of dance, drama, discussion and portray how new students have taken up the responsibility to become the face of the college.

After the welcome ceremony, the college management and director

interact with Alumni. Then some of the Alumni share their success stories and discuss about the measures required to take BBIT to greater heights. All faculty members participate in the gathering to appreciate the progress and success of their students in the 21st century world and feel proud of the various positions achieved by their students in reputed organizations. Interactive session with students, Guest Lecture, Placement workshop, Alumni meet. Alumni

Have been engaged for availing their expertise for mentoring, fundraising, for career support to current students. A number of sessions have been organized in this regard. The alumni association will be conducting events along with other Committees and Departments in which the alumni would be engaged as experts to utilize their expertise and rich experiences for the benefit and progress of the present students.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1qIPpIfdNt-_XhgD7FRWDId0l_w3POTXo/view?usp=drive_link
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

The Institute was established in the year 2009, a self-financed Institute, managed by Jagannath Gupta Charitable Trust (JGFT) for imparting multidisciplinary quality technical education. BBIT is run by Jagannath Gupta Family Trust, a registered body. The Management, Director, faculty and staff members work in conjunction to formulate and implement its vision & mission statement of the Institution. The Director General-Academics,

Deans, the academic and administrative head of the Institution, is an ex-officio member of the Governing Body and evolves strategies for academic growth within the purview of university/government regulations. The faculty participates actively in policy making through two representatives in the college's Governing Body. Various committees such as Departmental Academic Council, Examination Cell, Routine Committee, Anti-Ragging committee etc.

The Director General-Academics being the Head of the Institution bears the ultimate responsibility for the smooth running of the college. The management encourages the participation of the staff in the process of decision making institutional functioning. Apart from this information available in student feedback and self-appraisal of the teachers help the authorities plan for the appropriate support the policies. The efficient participate role of the management encourages the involvement of the college staff for effective and smooth running the Institution.

File Description	Documents
Paste link for additional information	https://www.bbit.edu.in/pages/mission-vision
Upload any additional information	View File

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

Right from the Chairman of Governing Body to the staff, students and other stakeholders have a clearly defined role in the Institution. Head of the Department is empowered to take academic decision along with upgradation of the laboratory to include cutting edge technology labs in the department. Institution focuses keen on decentralization by intending equal opportunity (equal role to participate is the functioning of the Institution management comprises of management committee, college governing council and each committee has been provided with specific functions cater to the needs of institution for the ongoing progress and development of the Institution. Management committee takes case of infrastructure facilities which fulfill the quality and the required needs of the higher education bodies to reach the set goals or bench –marks of the Institution. College Governing Council takes care of financial management and the implementation of facilities for the institution with the cries to upgrade the standard of amenities which supports effectively the teaching

learning and research aspects. It guides and articulates the available resources and provides freehand to the head of the Institution to carry out the activities in order to reach the expected maximum standard in turn to motivate the teaching and non- teaching staff.

File Description	Documents
Paste link for additional information	https://www.bbit.edu.in/pages/about-us
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Strategy Type Details Admission of Students Admission Cell adheres to a stringent entrance process with various user friendly options like making admit card available online and sending message alerts. The admission data was analysed, and feedback was provided to the promotion team which led to an increase in the number of applicants. Industry Interaction / Collaboration Industry experts are invited on a regular basis to give talks and share their expertise. Various departments of the Institute organize Professional Internships, Industrial Visits to give students experiential learning. Alumni of the Institute are well placed in the industry various departments organize talks and guidance sessions of alumni on a regular basis. These sessions are extremely helpful for the existing students for their professional development. Maintenance of Grievance Redressal Cell, Anti-Ragging Committee, Sexual Harassment Committee. Institute is an affiliated college, the Institute has limited role in curriculum development.

However, the courses have been identified for any curriculum gap after attainment analysis and the same is taken up for the next year course delivery.

Moreover, the number of elective subjects being offered is more than two, so that more subjects are exposed to the students.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://www.bbit.edu.in/pages/mission-vision
Upload any additional information	View File

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

BBIT strongly believes inculcating academic leadership to its faculty members at various levels. The academic leadership is provided to the faculty through formulation of different committees and units of the College with specified activities:

(1)Academic council,

(2) Departmental Board of Studies,

(3) Examination Cell

(4) Mentoring Cell,

(5) Library Advisory Committee,

(6) R &D Cell,

(7) Routine Committee,

(8) Sports Board,

(9) NACC Committee.

(10)Anti-Raging Committee,

(11)Attendance Committee,

(12)Cultural Committee.

(13)Grievance Redressal Cell etc.

These committees consist of senior and young faculty members. It

helps them to share and learn leadership qualities. The faculty members take care of all the activities of the mentioned Committees / units.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1-vyNA0_IcDMY5U0mVBL0CEuKTfHXod0U/view?usp=drive_link
Link to Organogram of the institution webpage	https://www.bbit.edu.in/pages/about-us
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

Realizing that statisfied employee is an asset for the institution

and can make the college a productive place, the management has put several welfare measures in place for the teaching and non-teaching staff. Such provisions are listed below:

1. PF, 2. Medical Insurance, 3.Group Insurance, 4. Free Transportation, 5. Financial Support for Higher Studies,

6.Financial support for Enhancement of Quality of Teaching-Learning through NPTEL/SWAYAM courses. 7. Maternity leave for Female Staff, 8. Free/ Subsidized accommodation within campus, 9. Need based interest free loans. Such schemes are applicable to 100% employees of the Institute and they avail some of them all the time as and when required/needed by the individual. The faculty have been promoted to avail duty leaves to go to the Supervisor for pursuing PhD.

File Description	Documents
Paste link for additional information	https://drive.google.com/drive/folders/1LY7QXFj8z6CAXUQCYcA7SdBQuLPWozj1?usp=drive_link
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

8

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

4

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

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

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

12

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

The achievements of faculty members are monitored and maintained through self-appraisal system. The appraisal report of faculty is scrutinized by the concerned head of the department on the basis of once yearly achievements, discipline, quality and then

submitted to the Head of the Institute. Student Feedback form on Teachers based on NAAC recommendations also indicates the teacher quality. All the students from each and every class fill this form to help the institution assess the teacher performance and take necessary measures. The identities of students are not revealed. Secrecy of this exercise is fully maintained. The Director analyzes the students' reflections and shares it individually. Counseling is provided to staff in order to help them improve their professional capabilities. The participation of the teachers in various college affairs is closely monitored by the respective Dean's and Director. The College has a 'self-appraisal system' to evaluate the performance of the faculty and ensure that information on multiple activities, like post with salary details, teaching, research and extension program etc. is appropriately captured and considered for better appraisal. The Reports are evaluated confidentially by the Dean of Academics and send to the Director for approval. The College also appraisals the performance of its non-teaching.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1hBeVavIFBhE8XyBgbPhWq9eHUwRpumdf/view?usp=drive_link
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

- Institute regularly conducts statutory audit every year.
- External Audit is conducted by registered Chatered Accountantfirm
- Internal Audit also goes on throughout the year by certifiedauditors.

So far there have not any observations made by the firm/ auditors.

File Description	Documents
Paste link for additional information	https://drive.google.com/drive/folders/1vM GQUDmXsZhiFXtLOEzQAT3z01SDlYmR?usp=drive_l ink
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)

3

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

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

Department Heads prepare the budget proposal based on their requirements and present it to the Directorthe every year before the commencement of academic session. The top management along with the Director General academics reviews the departmental budget proposals and arrives at the budget for theInstitution. The same be presented in GB meeting. Each department budget comprises to two components: Non-recurring and Recurring. Non-Recurring: For any purchase against non-recurring heads, the Institutional purchase committee evaluate the proposals short list prospective vendors after thoroughly analyzing technically as well as financially.

Recurring: Under recurring head, departments give a list of items/ consumables to be purchased to the office of the Principal and same is purchased through purchase department. Request for maintenance Contract (AMC) or the purchase department. The purchase is made strictly following the given budget proposal. If

any deviation occurs in the budget, respective HODs have to address the issue and give justification so that subsequently the same can be rejected or approved as the case may be. Following this procedure, unnecessary purchases are avoided andthe available funds are effectively utilized. On the similar line, expenditure on the other major heads like salary, operational costs, construction, reserves are managed through budgetary control by Top Management.

File Description	Documents
Paste link for additional information	https://www.bbit.edu.in/
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

Institute has an IOAC Cell which meets regularly to the extent of two meetings per academic year.

The IQAC Committee consists of the following members:

1. Director General-Academics

2. Dean of Academics (Coordinator)

3. Dean (R&D)

4. Dean (Students)

5. Dean (MBA)

6. General Manager-Training & Placements

7. External Expert from Industry

8. HODs & IQAC Coordinators of All Departments

9. Registrar

The IQAC meetings are held regularly with the above members on the following subjects:

1. Peer Team Visit Report of NAAC of Cycle-I have been taken up for discussion and actions are taken to comply with the observations made by the NAAC Visit Team.

2. All metrics of NAAC documentation have been identified for taking up in quarterly IQAC meeting with effect from the Academic Year 2022-23.

3. Feedback Received from stakeholders

4. Most of the IQAC decisions are approved by the Management during Academic Council Meeting

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1-6vjFalRKSYzcZF8-uPqlH17mAe0eiIF/view?usp=drive_link
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 institute reviews the Teaching Learning process on monthly basis by the Head of the Institutions. The conduct of classes with respect to number of classes held and quality of the class are assessed and given the feedback during interaction. Structured format of reporting such activity is developed and discussed during review meeting.

This is further discussed in Dean -HoD Council and Academic Council Meeting held periodically. Final Year Projects are also reviewed with structured rubrics. The first three Rubrics are done by the respective Department and final rubrics are held centrally by the institution. The good quality Projects have been identified and appreciation letters have been issued for the same.

The institute developed very strong Appraisal system in 2021-22 and executed for all the faculty of the institute. As IQAC developed the Institutional Academic and Departmental Academic calendar right in the beginning of the semester, the planning of the Co-curricular programs are identified and executed accordingly. Hence number of such activities have been improved

significantly. Special / remedial class are part other standard Time Table and are being held regularly to improve the academics. IQAC has came out with a new policy of Leave Rules for Career Upskilling (LRCU), through, the faculty members were motivated to pursue PhD. Hence number of such faculty registered for PhD has been increased with a good number.

File Description	Documents
Paste link for additional information	https://drive.google.com/drive/folders/1--oOZoNTz3VGAejFyBUxckd5CAqSELrk?usp=drive_link
Upload any additional information	View File

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

File Description	Documents
Paste web link of Annual reports of Institution	https://drive.google.com/file/d/1Cbo08cVQUF6Qyd0MTiahAdnWuPbWiEdQ/view?usp=drive_link
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

BBIT has taken certain initiatives to promote Gender Equity in the working areas. It includes girl students, teaching and nonteaching staffs of the institute. The Institute has a culture of respect and equality for female gender to engage more female staff in the workforce of the institute Female staffs encouraged to take the lead in most of our cultural activity in the campus. Special attention is given to address the issues regarding safety and security of female students and staffs in the campus The Institute is vigilant all the time and ensure that no untoward incidents take place withthe female gender. Separate Girls' Hostel with dedicated femalewarden are located in the campus which away from the Boys' Hostel. Internal Compliance Committee and Sexual Harassment Committee alerts all the time and conduct awareness program toprevent any sexual abuse towards girls' students and female staff of the Institute.

File Description	Documents
Annual gender sensitization action plan	https://drive.google.com/drive/folders/18BZkHptuLgDeUf2Ehc_o1In4xmkebw5s?usp=drive_link
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://www.bbit.edu.in/pages/grievance-sexual-harassment

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

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

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

Solid Waste Management: The Institute has a proper system in place to deal with the solid waste in the campus. Solid waste are categorized into three types: biodegradable, non-biodegradable and hazardous waste.

Bio-degradable wastes include food wastes, canteen waste, wastes from toilets etc. Each and every department of BBIT as well as administrative offices creates some waste and dumped in small waste bin located in the department. Dust bins are placed in each building from where house-keeping staffs take the wastes. From the small bin wastes are dumped in big bin by the housekeeping staffs regularly.

From the big waste bins took the solid wastes and dumped in the designated area and burnt it regularly.

Biomedical waste management: No such biomedical waste is generated by the Institute. E-waste management: BBIT has very efficient mechanism to dispose e-wastes generated from various sources. E-wastes are generated from computer laboratories, electronic labs, Physics Labs, Chemistry Lab, Academic and Administrative Offices. All these wastes are put to a designated store and are being disposed off through vendors.

- Waste recycling system
- Hazardous chemicals and radioactive waste management.

Institute does not have such recycling system and as such no hazardous chemical and radioactive waste is generated.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
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	[View File]()

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. Restricted entry of automobiles 2. Use of bicycles/ Battery-powered vehicles 3. Pedestrian-friendly pathways 4. Ban on use of plastic 5. Landscaping	**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	[View File]()

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

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

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
Any other relevant information	View File

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

BBIT organizes and conducted several activities to build and promote an environment for ethical, cultural, and spiritual values among the students and staff to build a nation of youth who are noble in their attitude and morally responsible. To develop the emotional and religious feelings among the students and the

faculty, commemorative days are celebrated on the campus with the initiative and support of the management for not only recreation and amusement but also to generate the feeling of oneness and social harmony.

The Institute and its teacher and staff jointly celebrate the cultural and regional festivals, like New-Year's celebration, Fresher Party, Teacher's day, orientation and farewell program, Induction program, plantation, Youth day, Women's day, Yoga day, festivals like Agomoni celebration, Holi celebration etc. Motivational lectures of eminent persons of the field are arranged for all-round development of the students for their personality development and to make them responsible citizens following the national values of social and communal harmony and national integration. Besides academic and cultural activities, we have built up many strong infrastructures for a variety of sports activities for the physical development of the students. In this way the Institute's efforts/initiatives in providing an inclusive environment for everyone with tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic, and other diversities.

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

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

Celebration of National Days: Every year Institute celebrates Republic Day, Maharashtra Day and Independence Day on January 26, May 01 and August 15 respectively. The celebration is attended by Students, Teaching and Non-teaching Staff, Invitees, guests and any attendees. Flag hosting with National anthem and oath of national integrity followed by distribution of sweets is the regular decorum of the program.

Blood Donation: Every year institute organizes blood donation camp in association with District Civil District General Hospital and/or Rotary Club. The students are sensitized on the importance of the activity and are encouraged to participate in saving the life of citizens of India. Cleanliness/Plantation drive: Students

consistently and regularly participate in the cleaning activities on the several occasions including Mahatma Gandhi Jayanti on October 02, every year.

Moreover, students are encouraged for active participation in the plantation. Induction of the students on values, rights, duties and responsibilities: Students are made aware about the code of ethics, human values, rights, duties and responsibilities as a citizen of India during induction as well as other programmes throughout year.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://drive.google.com/drive/folders/1v-Ma29QBP6EVCLY1sk265NdjpsDXlvsY?usp=drive_link
Any other relevant information	https://drive.google.com/drive/folders/1v-Ma29QBP6EVCLY1sk265NdjpsDXlvsY?usp=drive_link

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

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

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

Our institution takes pride in commemorating and organizing a diverse array of national and international events, festivals, and commemorative days, fostering a vibrant and inclusive community. From celebrating cultural festivals that embrace our rich global heritage to observing national days that reflect our commitment to social causes, we strive to create a tapestry of meaningful experiences for our community. These events serve as platforms for cultural exchange, dialogue, and reflection, promoting understanding and unity among our diverse members. Republic Day honours the date on which the Constitution of India came into effect on 26th January 1950.It is celebrated with pravat pheri in the campus by the students residing in the hostel. The Chairman, Vice Chairman and Principal addresses the gatherings Independence day is celebrated on 15th August every year.

Environmental Day is celebrated on 5th September and tree plantation program is conducted by the students Gandhi Jayanti is celebrated every year on 2nd October to mark the occasion of the birthday of "Father of the Nation". Engineers Day is celebrated annually on 15th September as a tribute to greatest Indian Engineer Sir.M Visvesvaraya every year. Aagomoni (prior to Durgotsav in Bengal) is held every year, where, The faculty / staff do perform various cultural programs and actively participating in these celebrations, our institution emphasizes the importance of collective engagement, collaboration, and appreciation for the varied traditions that make truly special.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

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

Practice 1: Title: Final Year Project Execution Objective: Project execution governed by a uniform guideline across all Departments The Context: The final year project has always been considered as the backbone of any professional program.

The Practice:

The practice is guided by an elaborate guideline developed for the purpose. Evidence of Success: The quality of the projects has significantly enhanced during the last few academic sessions, as evident through the final project report and the IP outputs generated. Problems Encountered and Resources Required: A more equipped incubation facility would have helped students to engage in product development through the projects. Practice 2: Title: Internal Quality Assurance cell (IQAC) Procedures. Objective Identification, Planning and execution of quality procedures to be adopted as a part of the annual plan for the Institute. The Context: The existence of a vibrant IQAC is the essence of a well-functioning of Institute. The Practice: IQAC to identify a few of the quality initiatives to be undertaken during a particular semester. Evidence of Success: The number of quality initiatives undertaken by the Department/ Institute have shown incremental trend over the years.

Problems Encountered and Resources Required:

Inertia of a section of employees for changes in academic procedure

File Description	Documents
Best practices in the Institutional website	https://www.bbit.edu.in/
Any other relevant information	https://drive.google.com/file/d/1cy1315w_g ejjD30nqZgWUGtOUof-vPHr/view?usp=drive_link

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

Multi-tier Curricular Planning and implementation in a most compliant manner

- **A well planned Orientation Program at the entry level toorient the student towards the requirement of a professionalcourse. In addition to basic academic requirements, counseling sessions on eternal values and ethics, essential for overall growth of a student are inculcated.**
- **Bridge courses for academically weak category of students as apart of the Student Induction Program (SIP) are imparted. These courses are designed in a structured manner which include the following components:**
  - **Diagnostic test to identify the target student for theprogram.**
  - **Identification of appropriate content to be delivered.**
  - **Extension of the program with formalized routine, attendancemonitoring etc.**
  - **Entry and Exit tests to ascertain incremental improvementachieved through the program.**
  - **Outcome analysis of the program.**

After their induction into the respective Department, students are made to get exposure to the following components of curricular program:

- **Compliant academic procedures to ensure adequacy of theirdomain knowledge.**
- **Domain subject specific remedial program as per the structureindicated under SIP above.**
- **Brush up Program on domain subjects for final year students**
- **Special Program on higher education related to GATE, GRE**

&others.
- o **Experiential learning through Projects and Internships.**

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

- **To encourage Professors and Associate Professors for enlistingthemselves as potential research guides.**
- **To conduct more remedial /special classes to enhanceemployability**
- **To sign more MOUs with different institutions/ industries/corporate houses to enrich the industry-academia interactions.**
- **To encourage faculty members for conducting FDPs morefrequently.**
- **Encouraging non doctorate faculty members for pursuing theirPhD.**
- **To focus more on research activities especially on fundedprojects from Government as well as non-Government organizations.**
- **To conduct more training program across the institute onprofessional ethics, administrative including documentationrequired for various accreditation agencies.**
- **Take measures for health and safety of stakeholders moreprecisely for the students.**