# YEARLY STATUS REPORT - 2021-2022

| Part A | |
|---|---|
| **Data of the Institution** | |
| **1.Name of the Institution** | Matrusri Engineering College |
| • Name of the Head of the institution | Dr D Hanumantha Rao |
| • Designation | Principal |
| • Does the institution function from its own campus? | Yes |
| • Phone no./Alternate phone no. | 040 24074765 |
| • Mobile No: | 9703230136 |
| • Registered e-mail | principal@matrusri.edu.in |
| • Alternate e-mail | matrusri.principal@gmail.com |
| • Address | 16-1-486, Saidabad Rd, DBR Enclave, Sapota Bagh, New Malakpet, Hyderabad, Telangana 500059 |
| • City/Town | Hyderabad |
| • State/UT | Telangana |
| • Pin Code | 500059 |
| **2.Institutional status** | |
| • Type of Institution | Co-education |
| • Location | Urban |

| | | |
|---|---|---|
| • Financial Status | **Self-financing** | |
| • Name of the Affiliating University | **Osmania University** | |
| • Name of the IQAC Coordinator | **Dr M Sushanth Babu** | |
| • Phone No. | **040 24074765** | |
| • Alternate phone No. | **040 24074765** | |
| • Mobile | **9849299910** | |
| • IQAC e-mail address | **iqac@matrusri.edu.in** | |
| • Alternate e-mail address | **drsushanth@matrusri.edu.in** | |

| | |
|---|---|
| **3.Website address (Web link of the AQAR (Previous Academic Year)** | <u>Not Applicable</u> |
| **4.Whether Academic Calendar prepared during the year?** | **Yes** |
| • if yes, whether it is uploaded in the Institutional website Web link: | <u>https://matrusri.edu.in/wp-content/uploads/2023/01/Institute-Academic-Calendar.pdf</u> |

**5.Accreditation Details**

| Cycle | Grade | CGPA | Year of Accreditation | Validity from | Validity to |
|---|---|---|---|---|---|
| **Cycle 1** | **A+** | **3.30** | **2022** | **29/03/2022** | **28/03/2027** |

| | |
|---|---|
| **6.Date of Establishment of IQAC** | **03/08/2015** |

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

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

| | |
|---|---|
| **8.Whether composition of IQAC as per latest NAAC guidelines** | **Yes** |
| • Upload latest notification of formation of IQAC | <u>View File</u> |

| 9.No. of IQAC meetings held during the year | 2 | |
|---|---|---|
| • Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? | Yes | |
| • If No, please upload the minutes of the meeting(s) and Action Taken Report | No File Uploaded | |
| 10.Whether IQAC received funding from any of the funding agency to support its activities during the year? | No | |
| • If yes, mention the amount | | |

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

1. Filled for Autonomous recognition in UGC. 2. Completed re-accreditation of NBA and got accreditation for 05 UG branches. 3. Improved students participation in technical competitions and hackathons conducted by MSME, MHRD-SIH etc. 4. Conducting CRT programs with outsourcing certified Institutions, to prepare students to face the campus interviews. 5. With continuous monitoring of the activities in the Research and Development, significant research contribution and research funding are improving.

**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 |
|---|---|
| Applied for re-accreditation of NBA | 05 UG programs are re-accredited |
| Conducted awareness on Institution UGC Autonomous Status | Filled for UGC Autonomous recognition |

| 13.Whether the AQAR was placed before statutory body? | Yes |
|---|---|
| • Name of the statutory body | |

| Name | Date of meeting(s) |
|---|---|
| Governing Body | 05/03/2022 |

## 14.Whether institutional data submitted to AISHE

| Year | Date of Submission |
|---|---|
| 2021-22 | 05/01/2023 |

## 15.Multidisciplinary / interdisciplinary

As the Institution is an affiliated college of Osmania University, Hyderabad, it has to abide by the University Curriculum. In order to give practical exposure multidisciplinary laboratories/resources like MakerSpace, E- Yantra, Spoken Tutorial, Center of Excellence in Electric Vehicles, Cyber Security and Reference Globe are established in the campus.

## 16.Academic bank of credits (ABC):

As the Institution is an affiliated college of Osmania University, Hyderabad, it has to abide by the University Curriculum and scheme of evaluation of Academic credits. Once the university adapts NEP 20200, the Institution will follow the guidelines of the university.

## 17.Skill development:

The institution has taken several initiatives to enhance the skills of the students. Several programs are organized by the institution to impart soft skills, communication skills and employability skills of the students. Guidance is provided to the students on career planning. Training programs are conducted by professionals from industry to help students prepare for competitive examinations and placements. Several workshops, seminars and Yoga sessions are conducted by the institution to train the students on Stress Management techniques and improving life skills. All the students are motivated to ensure their complete participation in various activities organized by the institution. Students are encouraged to participate in various cultural and sports activities organized by the college and at outside. Our students received several awards and prizes in many events. Several committees, chapters and clubs are
constituted at the institution and department level with adequate student representation to promote sports, cultural and extracurricular activities and also for holistic development of student fraternity.

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

The institution integrates Indian Knowledge System as part of the curriculum by offering the courses on Essence of Indian Traditional Knowledge, Indian Constitution to the students. The institution also supports the students to improve the socio economic factor by organizing events on Indian Culture. The integration of Indian Knowledge System in the curriculum helps the students in exploring India's intellectual, scientific and artistic knowledge traditions. It will lead the students to an understanding of classical thought traditions and practices of Indian civilization through and insider's perspective. This knowledge enables self-control, stabilizes consciousness and destroys selfishness, wisdom born of knowledge kindles one's self-control.

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

 The institution adheres to the Outcome Based education since 2016, and continuously conducting awareness on OBE to faculty and students every year. After subject allocation, faculty are recommended to prepare course outcome and present the same to the students. The Cos are mapped with the Program Outcomes [Pos] and Program Specific outcomes [PSOs] to identify the course gap and take remedial action if required. Content beyond syllabus is also recommended to each faculty to fill the course gap. CO, PO direct and indirect attainments are assessed after the SEE and compared target values. Course exit survey, Programme exit survey, employer survey, stakeholder survey are considered for evaluating indirect attainment. 20% of the indirect attainment and 80% of the direct attainment are considered for the overall attainment assessment.

The Cos and CO-PO and PSO mapping and their relevance is dissimated to students at various possibilities like course file, PPT, laboratories, Lab manual, Assignment books etc.  POs & PEOs are dissimated at central facilities and department facilities for all stakeholders. IQAC monitors the implementation of OBE regularly and necessary recommendations are given to departments for effective implementation.

**20.Distance education/online education:**

The e-resources like online journals, online books, and online software databases are accessed remotely by the faculty and students . MECS Library subscribed with NDL and given an access of all advanced and core subjects of all engineering disciplines as an integrated platform to all students and faculty.

**Virtual labs in all engineering disciplines is encouraged and the students are motivated to join online courses on SWAYAM and COURSERA.**

**The Institute is affiliated to Osmania university Hyderabad and as per the guidelines of University, all lectures and practical are conducted in physical mode. During pandemic, the system has followed purely online mode and after the pandemic adopted a blend mode of classroom teaching and learning. Google drive, Google classrooms are effectively used for course conduction and evaluation process. Each course contents are available on Goggle classroom including syllabus, PPTs and notes. The assessments of the courses are done through online assignments, quizzes. Online sessions are conducted and recorded on google meet. Various student activities are conducted online using the google meet.**

## Extended Profile

### 1.Programme

| 1.1<br><br>Number of courses offered by the institution across all programs during the year | **275** |
|---|---|

| File Description | Documents |
|---|---|
| Data Template | [View File](#) |

### 2.Student

| 2.1<br><br>Number of students during the year | **2119** |
|---|---|

| File Description | Documents |
|---|---|
| Data Template | [View File](#) |

| 2.2<br><br>Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year | **210** |
|---|---|

| File Description | Documents |
|---|---|
| Data Template | [View File](#) |

| 2.3 Number of outgoing/ final year students during the year | **395** |
|---|---|

| File Description | Documents |
|---|---|
| Data Template | View File |

## 3.Academic

| 3.1 Number of full time teachers during the year | **134** |
|---|---|

| File Description | Documents |
|---|---|
| Data Template | View File |

| 3.2 Number of Sanctioned posts during the year | **134** |
|---|---|

| File Description | Documents |
|---|---|
| Data Template | View File |

## 4.Institution

| 4.1 Total number of Classrooms and Seminar halls | **38** |
|---|---|
| 4.2 Total expenditure excluding salary during the year (INR in lakhs) | **965.29** |
| 4.3 Total number of computers on campus for academic purposes | **739** |

# 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

**Matrusri Engineering College, is an affiliated college to OU and**

approved by AICTE and ISO 9001:2015 certified and NBA and NAAC A+
grade accredited. The institute implements the Outcome Based
Education (OBE).

**Curriculum planning:**

The curriculum is designed by the Board of Studies (BoS) of the OU.
The Almanac is provided by OU, the Institute Academic calendar is
prepared and followed by all the departments which includes guest
lectures, seminars and other academic activities along with almanac

Timetables are prepared including the library and project hours and
are uploaded to the Institute

website and displayed on all department notice boards.

**Curriculum Delivery**

- Subjects are allocated to the faculty based on the area of
  specialization, experience and prepare the lesson plans and
  course outcomes of the subjects and map them to the POs.
- The ERP system is used to maintain the documentation of
  curriculum delivery and the Class monitoring committee
  collects the feedback from the students on syllabus coverage
  and academic related matters.
- Online E-learning resources like NPTEL videos, Spoken Tutorial
  (IIT Bombay) and

Learning Management systems (LMS) are used to enhance the concepts
of engineering knowledge.

- Industry visits and guest lectures are arranged to bridge the
  curricular gap.
- Students are motivated to participate in various technical
  events.

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

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

- The University provides the Almanac and the Institute prepares the Academic calendar and forwards it to the departments, where department wise academic calendars are prepared.
- The academic calendar contains the date of commencement of class work, instruction period, internal and external examination duration, vacation period, last date for submission of internal marks, and last date of instruction, proposed Guest lectures, workshops, industrial visits and Training & Placement activities.
- Each department prepares the time-table as per the guidelines as per the academic calendar and is disseminated on the institute website and on the notice boards.
- The Faculty members prepare the lesson plans and the course files which consists of course outcomes, lesson plan, suggested references, study material and the solved previous examination papers. An awareness among the students on the course schedule and the course outcomes is created at the beginning of the semester.
- The Syllabus coverage status is verified by the course monitoring committee periodically.

Conduct of Continuous Internal Evaluation CIE:

- Performance of the students is evaluated by conducting internal examinations, assignments and slip tests.
- Experiment wise performance of the students in laboratory is evaluated.
- The Project Work is evaluated using rubrics.
- Question papers are prepared with course outcomes and revised Blooms Taxonomy levels along with scheme of evaluation and key.
- Department exam branch ensures smooth conduct of examinations.
- The quality of the question paper is assessed by senior faculty.
- CIE marks are uploaded to University web portal within the stipulated time as per the almanac.

| File Description | Documents |
|---|---|
| Upload relevant supporting documents | View File |
| Link for Additional information | Nil |

**1.1.3 - Teachers of the Institution participate in following activities related to curriculum** A. All of the above

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

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

## 1.2 - Academic Flexibility

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

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

**6**

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

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

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

**48**

| File Description | Documents |
|---|---|
| Any additional information | **No File Uploaded** |
| 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

**1927**

### 1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

**1927**

| 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

**The cross cutting issues that are relevant to Professional Ethics ,human Values ,Environment, Sustainability and Gender sensitization have been integrated in to the curriculum by way of the regular courses.**

**Human Values and Professional Ethics:The Course on Human Values and Professional Ethics covers the importance and ethics of human values and skills, professional happiness, importance of trust, with an appropriate technology and management patterns to create harmony in professional as well as personal life.**

**Environment and Sustainability:The Course Environment and Sustainability is teaches the basic knowledge on environment and its allied problems. It has been given much stress in creating understanding the importance of biological diversity, conservation of natural resources, awareness on Green technologies, Environmental**

Laws and regulations.

Gender Sensitization:The course Gender sensitization is offered to all the programmes and it is being taught as a basic requirement to understand the sensitive needs of a particular gender. The course imparts the understanding of gender-sensibility and the issues of gender, the key biological aspects of the gender and its critical perspective.

The following is the list of courses which teach Human Values, Environment & Sustainability, Gender sensitization, Professional ethics as a part of curriculum prescribed by the university:

- Gender sensitization
- Human Values & Professional Ethics
- Environmental science
- Essence of Indian Traditional knowledge
- Industrial Psychology
- Biology for Engineers
- Energy Sciences and Engineering
- Indian constitution
- Renewable Energy Technologies

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

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

257

| File Description | Documents |
|---|---|
| Any additional information | **No File Uploaded** |
| Programme / Curriculum/ Syllabus of the courses | View File |
| Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses | View File |
| MoU's with relevant organizations for these courses, if any | View File |
| Number of courses that include experiential learning through project work/field work/internship (Data Template) | View File |

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

**1914**

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

**1.4 - Feedback System**

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

**A. All of the above**

| File Description | Documents |
|---|---|
| URL for stakeholder feedback report | View File |
| Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload) | View File |
| Any additional information(Upload) | **No File Uploaded** |

**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://matrusri.edu.in/feedback-analysis-on-curriculum/](https://matrusri.edu.in/feedback-analysis-on-curriculum/) |

**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 sanctioned seats during the year**

**600**

| 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**

**210**

| 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 performance of the student in the internal assessments and semester-end exam is chosen as the metric for grouping of students**

as advanced and slow learners.

**Measures taken to support slow learners**

- Counseling the students who are irregular to class work and whose performance is poor in CIE as well as SEE and advise them to improve.
- Tutorial and remedial classes are conducted.
- Additional course material, question banks, Video lecture links are provided.
- Advanced learners are grouped with slow learners to execute the project works.

**Measures taken to support advanced learners**

- University and class toppers are awarded with Gold Medals and certificates.
- College is associated with Spoken Tutorial, NPTEL, CISCO and ORACLE Academy and COURSERA which help students to get certified in advanced courses for skill up-gradation.
- College organizes various events for students in association with professional bodies, IIC and ED Cell to improvelearning ability of students.
- Events like Project Expo and Hackathons are organized, which motivates students to exhibit their project models with financial assistance.
- Training & Placement Cellorganizes Campus Recruitment Training (CRT) and higher education orientation programs.
- College in association with reference globe provides online assessments to the students to improve in aptitude, reasoning, technical and communicationskills.

| File Description | Documents |
|---|---|
| Link for additional Information | Nil |
| Upload any additional information | View File |

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

| Number of Students | Number of Teachers |
|---|---|
| 2119 | 134 |

| 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

**Experiential learning: Experiential learning practices are:**

- **Internships: Hands-on training while working in the company.**
- **Industrial Study Visits: Opportunity to learn practically through interaction with various organizations.**
- **Industry Driven Competition: Exhibit ideas by participating in Hackathons, TechFests.**
- **Integrated tools: Ad-on Courses with additional information like NPTEL, Spoken Tutorial.**
- **Bridge courses: Academic gaps are filled for lateral entry students.**

**Participative learning: Participative Learning Methodologies are:**

- **Workshops, Guest lectures: Trained in latest Technologies by interaction with Industry Experts.**
- **Group Discussions:Implemented to help students to form individual ideas and share with in other groupsfor discussions.**
- **Technical Presentation: Present their ideasthrough posters, papers and model presentations and contribute articles to the magazines.**
- **Peer collaborative learning: Multi-disciplines streams are involved for development of products by sharing their experience with each other.**
- **Alumni Interaction: Build strong relationship between students to share their experience and knowledge for career building.**
- **Technical club activities: Actively participate in various activities organized under different clubs like IEEE, IEI, CSI, SAE, IIC etc.**

**Problem Solving Methodologies: Problem solving Methodologies are:**

- **Innovative model development: Design projects as per industry requirement and contribute for society.**
- **Quizzes: Analyze performance and capability of students.**
- **Virtual Labs: Used for higher order learning and providing**

**solutions.**

| File Description | Documents |
|---|---|
| Upload any additional information | [View File]() |
| Link for additional information | [Nil]() |

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

**ICT enabled tools make education system more interesting and creates rich learning environment. Every classroom and laboratory is well equipped with modern teaching aids like LCD projectors and internet enabled computer systems for classroom instruction.**

- **White Board &Blended Teaching: Teaching aids like video, PowerPoint with Presentations, collaborative and individual learning strategies.**
- **Online Teaching: Faculty made a swift transition by usingGoogle classroom, ZOOM and You-tube.**
- **Edu-blogs: Faculty blogs are used as instructional potential for online resources for students.**
- **Course Handouts: Video lectures, lecture notes, assignment questions, tutorial questions andmodel question papers shared using Google classroom, Edu-blogs**
- **Courseware: Course specific software like MATLAB, VLSI, Xilinx, e-sim, CAD CAM are used to execute laboratory experiments and also to implement innovative ideas.**
- **Ability Assessment Test: Online platforms like Reference Globe, Co-Cubes areprovided for training and to assess the capabilities of the students in analytical, aptitude, technical skills.**
- **LMS Tools: Apart from regular teaching techniques Faculty uses various LMS tools likeGoogle classroom, Google Form, MOODLE, Info-gram, Canvas, Slide share and Mentimeter to deliver the lecture, sharing of content resources and to assess the skills of students.**

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Provide link for webpage describing the ICT enabled tools for effective teaching-learning process | https://matrusri.edu.in/faculty-blogs-ece/ |

**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**

**134**

| 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**

**134**

| File Description | Documents |
|---|---|
| Full time teachers and sanctioned posts for year (Data Template) | [View File](#) |
| Any additional information | **No File Uploaded** |
| 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**

**39**

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

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

**2.4.3.1 - Total experience of full-time teachers**

**785**

| 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.

**Institution is affiliated to Osmania University and follows all regulations formulated by the university. University issues almanac for every academic year, the department prepares academic calendar for every semester which includes schedule of internal assessment, assignments and other curricular and co curricular activities.**

**Transparency is maintained in the conduction and assessment of internal exams and assignments for theory, lab, project and internship as follows:**

**Theory**

**Syllabus and schedule for every internal assessment and assignment is communicated to students well in advance. Internal examination question paper along with scheme and key is prepared by respective staff member and audited by senior faculty.**

Answer scripts are evaluated and shown to the students within three days of completion of exam schedule for any grievances. Scheme and key of the question paper is discussed in the classroom.

Finalized CIE marks are displayed in notice board and communicated to parents.

**Lab**

Performance of a student is evaluated at the end of every laboratory session based on theoretical knowledge, skills to implement the experiment and results.

**Project**

Project reviews are conducted and evaluated using rubrics periodically by department project review committee.

**Internship**

Internships are evaluated using rubrics by conducting a review by the senior faculty members.

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

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

The internal answer scripts and assignments are evaluated within 3 days after the completion of exam schedule and are given to students for self assessment.

For complete transparency, finalized marks are displayed on notice board, sent to parents and given sufficient time to correct to address any grievances raised by the students.

The general grievances and redressal mechanism with regard to internal examinations are:

- Discrepancy in totaling of marks: If any student finds any mistake in totaling of marks, the student approaches the staff to resolve the issue.

- **Wrong posting in mark sheets: If any student finds wrong posting of marks in display of notice board, the matter is reported to the HOD then appropriate action will be initiated.**
- **Discrepancy in aggregate internal marks: If any student finds a discrepancy in aggregate marks, student approaches HOD then it is resolved after verification.**
- **Discrepancy due to wrong numbering of question: If the marks are not awarded due to wrong numbering, student submits a grievance for redressal.**
- **Re-conduction of exam: If any student misses the internal exam due to valid reason, exam is re-conducted with an acceptance letter from HOD.**

| File Description | Documents |
|---|---|
| Any additional information | [View File](#) |
| Link for additional information | [Nil](#) |

## 2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

**Awareness about Vision, Mission, PEOs, POs/PSOs & COs is made to students, faculty by displaying them in the respective departments, course file, and handout materials and on the college website.**

**Course outcomes communicated to students through assessment question papers, Lab Records and Lab Manuals.**

**The Vision and Mission both of the institution and departments, the POs and PSOs, COs are then published at**

- **College Website:Vision and Mission of institution.**
- **Main Library:Vision and Mission of institution.**
- **Departmental Website: Vision and Mission of department, POs, PSOs &PEOs**
- **Department Notice Boards: Vision and Mission, POs, PSOs &PEOs**
- **Departmental News Letters: Vision and Mission**
- **Classrooms: Vision and Mission of both institution and department, POs and PSOs**
- **HOD and Faculty Rooms:Vision and Mission, POs and PSOs, relevant COs**
- **Department Library:Vision and Mission, POs, PSOs &PEOs,**
- **Laboratories:Vision and Mission, POs, PSOs &PEOs, relevant COs**

- **Course Files: Vision and Mission, POs, PSOs &PEOs, relevant COs**
- **Lab Manuals: Vision and Mission, POs, PSOs &PEOs, relevant Cos**
- **Lab Records:Vision and Missionof institution.**
- **Attendance Register: Vision and Mission, POs, PSOs &PEOs, relevant Cos**
- **Pamphlet given to Staff: Vision and Mission, POs, PSOs &PEOs.**

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Paste link for Additional information | Nil |
| Upload COs for all courses (exemplars from Glossary) | View File |

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

**PO Assessment Tools are categorized into direct and indirect methods to assess the program educational objectives, program outcomes and course outcomes.**

- **Direct methods(80%Weightage)display the students' knowledge and skills from their performanceis obtained by mapping the average value of course outcome attainment with the mapping of the target or expected POs for the particular course.**
- **Indirect methods(20%Weightage) gather perceptions of how well students are achieving/achieved a learning outcome.**

**The indirect component of PO contribution is obtained from different surveys:**

- **Program Exit Survey- 10%**
- **Course Exit Survey- 5%**
- **Alumni Survey- 2.5%**
- **Employer Feedback Survey 2.5%**

**Assessment processes for Course Outcomes**

**The process is as follows.**

**1. Identify Assessment Methods:**

- **Continuous Internal Evaluation (CIE)**
- **Semester End Examination (SEE)**

**2. Identify the set value for each course outcome:For the next academic year, higher set values are considered for each CO for any given subject that has met the previous set value, otherwise the same set value is considered.**

**3. Frequency of data collection: The data required for assessing the COs is gathered twice in a semester.**

**4. Analyze the results: Student's performance in each of the assessment tool is analyzed for the set target.**

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

## 2.6.3 - Pass percentage of Students during the year

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

395

| 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 | Nil |

## 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://matrusri.edu.in/wp-content/uploads/2022/12/Stud-Satisf-Survey.pdf

## RESEARCH, INNOVATIONS AND EXTENSION

## 3.1 - Resource Mobilization for Research

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

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

**20.27**

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

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

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

**5**

| 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 | [View File](#) |
| Paste link to funding agency website | https://matrusri.edu.in/wp-content/uploads/2022/12/Link-to-funding-agency-website.pdf |

**3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year**

**3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year**

**51**

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

## 3.2 - Research Publications and Awards

**3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year**

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

**81**

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

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

**3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year**

**23**

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

## 3.3 - Extension Activities

3.3.1 - 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 student volunteers visit neighbouring localities and conduct various activities regularly. Extension activities in the neighbourhood community in terms of impact and sensitizing students**

to social issues and holistic development during the last seven years. Matrusri EngineeringCollege organizes and participates in various extension activities with a dual objective of not only sensitizing the students about various social issues but also contribute to the community and strengthen community participation.

The NCC and NSS college units take part in various initiatives like

1. Swachh Bharat initiatives
2. Blood donation camps
3. Awareness programs on Anti Ragging Campaign
4. Awareness program organised by IEEE Volunteers to educate Upper primary and secondary school pupil in terms of Higher education for better opportunities.
5. Environmental pollutions.

This joint venture encourages and facilitates various extension programs. Events like participation of the students who take up activities in collaboration with other agencies to spread awareness. College also organised awareness camp related to Plastic free campaign and health awareness against pollution and COVID19 too. NSS Special Camps are organized every year in the adopted village where activities like bush-cutting, laying of approach roads, desalting of water bodies, weeding out unwanted plants in water tanks, digging of drainage canals, bridging erosion/breaches in irrigation canals and plantation are carried out by NSS volunteers.

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

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

**3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year**

20

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

**3.3.3 - 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**

**3.3.3.1 - 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**

**18**

| File Description | Documents |
|---|---|
| Reports of the event organized | [View File](#) |
| Any additional information | **No File Uploaded** |
| Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template) | [View File](#) |

**3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year**

**3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

**1985**

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

**3.4 - Collaboration**

**3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year**

**98**

| File Description | Documents |
|---|---|
| e-copies of linkage related Document | View File |
| Details of linkages with institutions/industries for internship (Data Template) | View File |
| Any additional information | **No File Uploaded** |

**3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year**

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

**15**

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

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

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

**Matrusri Engineering College is spread over 3.62 acres with 14,730 Sq.mts. built up area.Institution has adequate infrastructure and physical facilities for teaching-learning as per regulations ofAICTE and Osmania University. The environment is serene, lush green and eco-friendly. The facilitiesavailable are:**

**Classrooms:**

Institution has spacious, well-equipped, well ventilated classrooms with LCD projectors and WI-FI. Adequate tutorial and smart classrooms are provided.

**Laboratories:**

- Institution has domain centric well-equipped laboratories. Facilitiesare available to address content beyond syllabus, projects and research activities.
- Institution hasfacilities like Center of Excellence for Electric Vehicles,CISCONetworking Academy, Matrusri MakerSpace, MSME incubation center and e-Yantra laboratory.

**Seminar Halls:**

- Institution has adequate seminar halls to conduct seminars, conferences, guest lectures and workshops.
- Seminar halls are equipped with LCD projectors, PAS with WIFI connectivity and air conditioned withseating capacity ranging from 60 to 500.

**Computing Equipment:**

Institution has 709 high-end computers with all necessary peripherals.

**Library:**

Institution has a central library with adequate seating capacity. It has a reference section and digitallibrary with 25 systems, accessible NDL, SWAYAM lecture videos. Staff andstudents are able to access online journals through IEEE, ASME, ASCE, DELNET, JGATE. Each department is equippedwith department library.

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

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

**Cultural Activities:Students are encouraged to join college level cultural clubs like MCC, Photography Club, Heritage Club, Orators**

Club, Music Club, and Dance Club.

Institution organizes cultural fests, co-curricular and extra-curricular activities and encourages students to participate actively. Institution has adequate facilities like auditorium, Audio Visual rooms, and quadrangle court yard to organize these cultural activities.

Sports & Games (indoor, outdoor):Institution is equipped with indoor and outdoor sports facilities for students and faculty Students participated in various sports events at inter college, inter university, state level and national level competitions and brought laurels to the institution.

- Indoor and Outdoor sports facilities of the institution are available from the inception (2011).

Gymnasium:Gymnasium has adequate facilities like tread mill, dumbbells, weights, hand clips, bar bells, cycles, multi-purpose weight bench, gym balls, skipping ropes.

- Gymnasium facilities are utilized by students and staff under the supervision of instructor. Gymnasium facilities are available beyond college hours.

Yoga Centre:Regular yoga sessions are organized for awareness of healthy lifestyle. Every year 21st of June is celebrated as International Day of Yoga in college campus. Yoga mats are available to perform Yoga.

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

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

38

## 4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

38

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Paste link for additional information | Nil |
| Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template) | View File |

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

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

**73.89**

| File Description | Documents |
|---|---|
| Upload any additional information | **No File Uploaded** |
| 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 central library of carpet area 627 Sq.mt. is located in M block with good infrastructure and ambience. There is regular subscription to newspapers, magazines and journals, there by augmenting the library as a rich source of knowledge.**

**NewGenLib is a fully web based integrated library management software that runs on distributed computers through a network or server. NewGenLib is a unique combination of a library automation software, digital library software and a database search facilitator.**

**It uses Java technology, Postgre SQL for the database & Apache for Web server. It has six main modules, i.e.**

- Technical processing
- Circulation.
- Acquisitions serial management.
- OPAC besides administration.
- Queries
- Utilities

NewGenLib Compatible with international standards such as MARC 21. Scalable, manageable and efficient. Compatible to run on Latest version of Windows and Linux. Automated email/instant messaging is integrated in different function of software Form and letter can be configured to save time. Extensive use of parameters to enable easy configuration of the software to suit specific. Needs Allows digital attachment to metadata. Enables users to search online databases through OPAC.Self-issue return is enabled that save the time of the user.

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

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

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)**

24.98

| 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**

**519**

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

## 4.3 - IT Infrastructure

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

- Procured 30 desktop computers for academic purpose.
- 46 Wi-Fi access points were added to campus network.
- Upgraded internet bandwidth of 70 Mbps in 2015 to 110 Mbps in 2017 and to 280 Mbps in 2019. Procured Microsoft Cloud Campus subscription licenses in 2013 and renewed every year.
- Procured licensed MATLAB software in 2015 & 2019 and other department software's in CED, CSE, EEE, ECE, MECH and their upgradations.
- Upgraded RAM from 4 GB to 8 GB for 30 desktop computers.
- Procured LCD/LED projectors for classrooms, seminar halls, conference halls and laboratories.
- The institution has smart classroom equipped with smart interactive board.
- Biometric Attendance for staff and students is introduced.
- Electronic surveillance system with 63 cameras is installed on the campus.
- All the CRT monitors are upgraded to LCD/LED monitors.

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Paste link for additional information | [Nil](#) |

## 4.3.2 - Number of Computers

**596**

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Student – computer ratio | [View File](#) |

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

| File Description | Documents |
|---|---|
| Upload any additional Information | **No File Uploaded** |
| Details of available bandwidth of internet connection in the Institution | [View File](#) |

## 4.4 - Maintenance of Campus Infrastructure

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

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

**382.21**

| File Description | Documents |
|---|---|
| Upload any additional information | **No File Uploaded** |
| 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.

Institution has structured system for maintaining and utilizing facilities available.Institution has formulated a maintenance committee for looking after academic supportfacilities, infrastructure maintenance and its utilization.Each facility has a supervisor to look after the maintenance and a log register is used to recordmaintenance activities.The maintenance procedure for various facilities are:

Classrooms

Regular inspection of furniture and classroom equipment is carried out.

Laboratories

- Performance of equipment is monitored on a regular basis and respective log books are maintained.
- Calibration of equipment is carried out periodically.
- Minor repairs are done by laboratory technicians. Major repairs are outsourced.

Library

- Library has advisory committee to look after proper functioning.
- An accession register is maintained.
- Stock verification process is carried out before commencement of academic year.
- Damaged books are sent for re-binding.

Computers

- System administratorlooks after maintenanceof computers.
- Computers are protected with antivirus and firewalls.

Sports Facilities

Sports facilities are maintained periodically.

RO Plant

Periodical maintenance of RO plants is carried out.

**Electrical Maintenance**

- **Telangana State Electricity department inspects performance of the transformer**
- **periodically, based on recommendations, corrective actions are initiated.**
- **Generators for power back up are inspected for proper maintenance.**

**Landscaping**

**College has AMC for maintenance of landscapes,greenery.**

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

## 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

**1002**

| 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**

**251**

| 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 | https://matrusri.edu.in/capacity-building-and-skills-enhancement-initiatives/ |
| 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**

**2119**

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

**2119**

| 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 | No File Uploaded |

## 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

**262**

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

**43**

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

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

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

**50**

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

**11**

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

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 Institution has various academic and administrative bodies of which the students are encouraged and motivated to be part of them to gain administrative and leadership skills.**

**These committees have been nurturing them as responsible citizens, motivating them to serve the society. Being part of these committees, the students are able to come forward with proposals related to academics, cultural and sports activities, issues related to society and contribution of their time and resources to attend to societal problems, helping the poor students and supporting juniors to meet the new era challenges.They are also able to interact with alumni and institutes for internships, projects and employment opportunities.**

**As members of professional bodies like IEI, IEEE, ISTE, CSI, CESA, SAE and IESTE, the students participate in various activities organized at local and regional chapters.**

**The following are the committees at departmental and institutional level, where the students have been actively participating.**

**Institute level Committees**

- **Internal Quality Assurance cell (IQAC)**
- **Anti-ragging committee (ARC)**
- **Internal Complaints Committee (ICC)**
- **Cultural & Sports Committee (CSC)**
- **Matrusri campus connect (MCC)**
- **Matrusri Alumni Welfare association**

**Department Level committees**

- **Student Interaction Committee (SIC)**
- **Program Assessment Committee (PAC)**

| File Description | Documents |
|---|---|
| Paste link for additional information | https://docs.google.com/document/d/1Mkr2DKz6YgyrCY05EDlrW9yUJ50JD20n/edit?usp=share_link&ouid=108868203023877292709&rtpof=true&sd=true |
| 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

**20**

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

## 5.4 - Alumni Engagement

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

**The institution has a registered and functional Alumni Association called, Matrusri Alumni Welfare Association, which is very young and has been very promising. Every year an alumni meet is conducted in the institute to encourage interaction with their juniors in college.**

**Knowledge Transfer: Our Alumni has been actively contributing in**

**establishment of Labs and Knowledge hubs in college.Our Alumni from ECE, was instrumental in transfer of technical knowledge and establishing e-Yantra lab in the campus.One alumni from EEE department is actively coordinating with T-Hub and conducting workshops and seminars.**

**Guidance for Higher Education:The Alumni pursuing their higher studies in various universities across the world help our students to choose the best Institutes and domains.They also share details about scoring well in GRE, TOEFL and IELTS etc.**

**Guidance on Placements: Our Alumni are placed in various reputed organizations like Hitachi, TCS, GOOGLE, Cognizant etc., They actively interact with our students and help them to prepare for their placements and share tips and give suggestions on improving articulation skills.**

**Extra-curricular Activities: Our Alumni Mr. Pridhvi from Mechanical Engineering and Ms. Vaishnavi from ECE are associated with Matrusri Dance Club. They actively participated and guided our students for URVI 2021.**

| File Description | Documents |
|---|---|
| Paste link for additional information | https://matrusri.edu.in/matrusri-alumni-welfare-association/ |
| Upload any additional information | View File |

**5.4.2 - Alumni contribution during the year (INR in Lakhs)**     **D. 1 Lakhs - 3Lakhs**

| 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 Vision and Mission of the college are:**

**Vision:**

To be a premier academic institution striving continuously for excellence in technical education, research and technological service to the nation.

Mission:

- To recognize and make quality Engineering education available to the society.
- To create a community of learning in which students acquire knowledge and apply them professionally with societal concern.
- To prepare for life-long learning to meet intellectual and career challenges.
- To promote professional ethics, leadership qualities and social responsibilities.
- To maintain research environment with an opportunity to create, apply and disseminate knowledge to the needs of society and the industry.

Quality Policy:

We strive to be recognized as a centre of excellence and committed to continuously improve the quality of technical education by producing outstanding engineers willing to work to the spirit of challenge and innovation with high ethical and professional standards.

Institutional Management, the institution's structure and functioning are clearly defined, and its implementation is in line with the institute's vision and mission, ensuring that the goals of its strategic plan are successfully attained.

Participation of Faculty in different committees:

Faculty members ofthe Institute are inclusive in all decision-making bodies andcommittees of the institute such as, Governing Body (GB), AcademicCouncil, Board of Studies, IQAC and etc.,

The faculty are also members of other Committees viz., AntiRagging, Grievances and Redressal, Industry-Institute Interactionetc., which have been constituted with specific functions andresponsibilities as mandated by regulatory bodies.

| File Description | Documents |
|---|---|
| Paste link for additional information | [Nil](#) |
| Upload any additional information | [View File](#) |

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

**The Principal and HODs have been given the authority to make decisions on daily operations by the management.Major decisions inframing policies concerning the Institution are taken by the topmanagement through the feedback of stakeholders.**

**Teaching-Learning Process, Research and Development, Innovation, Entrepreneurship Development, Faculty Empowerment, Academic Aspects, Student Counselling,Infrastructure and facilities, Faculty Appraisal, Conduction of Exam, Training &Placement, Internships & Career, Industry Institute Interaction, Alumni and Stakeholders Interaction, Student Discipline, Library and College Ambience, among other functions, are among the various functions that are delegated.**

**The participative management approach is practicedat different levels in the college and all the stakeholders areinvolved in the process of decision-making based on collectivewisdom. The stakeholders participate in the following committees andcontribute to the decision-making.**

**Participatory Management System for academic and administrativeactivities**

- **Governing Body Meeting2021-2022**
- **College Academic Council 2021-2022**
- **HoDs Meeting**
- **Department advisory Committee meeting (DAC)**
- **Program Assessment Committee meeting (PAC)**

**Participatory Management System for Quality Assurance**

- **Internal Quality Assurance Cell (IQAC)**
- **Alumni Meeting**
- **Parents Teachers Meeting**
- **Students Counsellors Meeting**
- **Faculty Meeting**

| File Description | Documents |
|---|---|
| Paste link for additional information | [https://matrusri.edu.in/organogram/](https://matrusri.edu.in/organogram/) |
| Upload any additional information | [View File](#) |

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

**The institute has developed a Strategic Plan 2021-2025with the help and suggestions from all the stakeholders. The strategic goals of this plan were:**

**Strategy- 1: Good Governance**

**Strategy- 2: Autonomous Status**

**Strategy- 3: Accreditation & Certification**

**Strategy- 4: Infrastructure and facilities**

**Strategy- 5: Teaching & Learning**

**Strategy- 6: Industry & Institute Collaborations**

**Strategy- 7: Training &Placement, Internships & Career**

**Strategy- 8: Research & Development**

**Strategy- 9: Alumni engagement and interaction**

**Strategy-10: Library & information centre**

**Strategy- 11: Entrepreneurship**

**Strategy- 4: Infrastructure and facilitiesStrategy**

**The improvements in infrastructure keeping in line the changing pedagogy and its implementation like aggressive adoption of ICT through improved facilities in classrooms, e-classrooms, skill development centers, incubation centers, laboratory, library,and alsomore no of Wi-Fi access points have been provided in the campus**

to strengthenthe teaching learning process.

Enterprise Resource Planning (ERP) software is purchased to manage day to day academic and administrative activities.

Enhancement of energy conservation systems - A 50 kWP solar power plant installed to meets 30% of power requirement. Green andenvironmental audit on a regular basis.

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

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

Matrusri Engineering College, Saidabad, Hyderabad, Telangana, was established by Matrusri Education Society in 2011 aiming at becoming a pioneer in Technical Education in the private sector. The policies and procedures on academic matters & administrative setups are taken care by the following council committees/ institutional bodies.

Executive Council:The major decision-making activities of Matrusri Educational Society are taken care by the Executive Council.

Board of Governors (BOG):The board of governors is constituted as per the AICTE norms and meets at regular intervals to reviews the operations of the institution.

Internal Quality Assurance Cell (IQAC)&College Academic Council (CAC):The Committee monitors the academic, research, co-curricular and extracurricular activities to ensure quality in teaching & learning.

Other Academic and Administrative Duties:

- The principal monitors the various academic and administrative matters.
- Heads of the Department (HODs), Coordinators and In-charges provide academic support to the principal.
- Establishment Section assists the principal in administrative

  activities.
- **Training & placement cell conducts training in skill development and provides placement assistance.**
- **Examination Cell Incharge monitors the conduct of internal & external examinations.**
- **Entrepreneurship & Development committee conducts interactive sessions and trainings between the industry and the academia/students.**

**Service Rules, Policies and Procedures:The service rules and policies regarding recruitment and promotion are prepared as per AICTE and Osmania University norms.**

| File Description | Documents |
|---|---|
| Paste link for additional information | https://matrusri.edu.in/staff-service-rules-hr-policy/ |
| Link to Organogram of the Institution webpage | https://matrusri.edu.in/organogram/ |
| 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 interfaces | View File |
| Any additional information | View File |
| Details of implementation of e-governance in areas of operation, Administration etc (Data Template) | View File |

## 6.3 - Faculty Empowerment Strategies

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

**The institution has effective welfare measures for teaching and nonteaching staff such as**

- EPF contribution by management.
- Availability of Casual, Special Casual Leaves in a calendar year.
- Provision for CCLs, ELs and summer vacation.
- Commuted leave facility of 20 half days (= 10 full days) per year on medical grounds.
- Maternity Leave.
- Subsidized transport facility for the staff.
- Accidental Insurance policy for the staff.
- Institution organizes refresher courses, FDPs and workshops for teaching staff.
- Institution conducts training programs onIT enabled skills and soft skills for non-teaching staff.
- Best teacher awards to encourage teaching staff.
- ESI-facility for all eligible staff.
- Festival Advance for non-teaching staff.
- Cafeteria facility
- Sports and gymnasium facilities for staff
- The institution organizes health awareness camps and free health checkups.
- A health clinic and ambulance facilities.
- Partial reimbursementof health insurance policy premium.
- Yoga and Recreation facility is provided to the employees for their physical and mental well beings.
- faculty members are provided with Individual cabin to facilitate good ambience
- Summer/ Winter Vacations for faculty members

**Professional growth welfare schemes:**

- Financial Support for attending FDP, Refresher courses, workshops and for publications in journals & conferences, NPTEL courses etc.,
- Financial assistance for Professional body memberships.
- ODforattending conferences, seminars, FDPsand research work.
- Financial Support for patent publications.
- Sponsorships to attend and present papers in conferences both in India as well as abroad

| File Description | Documents |
|---|---|
| Paste link for additional information | https://drive.google.com/file/d/1GHmynGn6KG234kgZLYYi5lLafl5KbUtC/view?usp=share_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**

**134**

| 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**

**21**

| File Description | Documents |
|---|---|
| Reports of the Human Resource Development Centres (UGCASC or other relevant centres). | No File Uploaded |
| Reports of Academic Staff College or similar centers | No File Uploaded |
| Upload any additional information | 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**

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

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

**Teaching Staff:**

**The annual faculty appraisal form is a self-assessment report submitted by the faculty, verified by the HOD and forwarded to the principal.**

**The faculty performance appraisal form consists of two parts.**

**Part - I**

- **Professional details.**
- **Teaching load.**
- **Projects guided, FDP's/ Seminars attended/organised, administrative works carried out &Contribution to society**

**Part -II**

**The quantitative assessment:**

- **Instructional related parameters**
- **Participation in Institutional , departmental and student activities**
- **Contributions to Research publications , Consultancy works and R&D**
- **Student feedback**
- **Result analysis**

- **The self-appraisal form is submitted by the faculty at the end**

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of each academic year is verified by HOD based on supporting documents and a consolidated report is submitted to the principal through IQAC for further Action.

- A review committee comprising of Principal, HOD, and two senior faculties review the appraisal report.
- The committee interacts with individual faculty and based on the observations& IQAC recommendations, the review committee also recommends a list of suggestions to be implemented by individual faculty through an advisory note.

**Non-Teaching Staff:**

The performance of non-teaching staff and administrative staff is also assessed.The assessing parameters are

- Workload/ Works allotted
- Academic/additional Duties
- Training courses attended

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

## 6.4 - Financial Management and Resource Mobilization

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

Accounts are frequently subjected to both internal and external auditing procedures. The institution's external chartered accountant oversees supervising both audits.The internal audit isconducted every fiscal quarter while the external audit is done atthe end of the fiscal year.

Internal audits are typically conducted every three months with the primary goal of ensuring that accounting rules are being followed. Ledger entries are checked for compliance with purchasing procedures, note approvals, budgetary provisions, and bank statement reconciliation. The principle and management get periodic realisation of receipts and risk analyses to verify the institution is functioning properly.

Statutory auditors mainly focus on the following documents for the

audit purpose.

1. Delegation of financial powers
2. Bank statements and certificates.
3. Previous years Audit Report, Auditor's remarks, and observations.
4. Budget, cash flow statements, Govt. Orders for fixation of fee, reports of physical verification of asset items.
5. Policies, Procedures, and methods adopted by Accounts Section for collection of fee and payments made and recording transactions in the books of accounts.
6. Reports of Internal Auditors.

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

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

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

3.62

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

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

Strategies for mobilization of funds:

The strategies followed for mobilization of funds is as follows:

- Collection of student fee through e-collect based on norms of Telangana State Higher Education [TSCHE].
- Interest earned from fixed deposits

- Grants received from MHRD (UBA)
- Sponsorship received from AICTE for STTPs
- Sponsorship from private organization
- Revenue generated from state & National level examination conduct in the campus.
- Internal revenues generated from consultancy works.
- Amounts received from alumni, philanthropists, and other stakeholders for organizing tech fest, student's research, and project activities.
- Grants and sponsorships from various organizations including Professional Bodies to conduct various Symposiums, Seminars, National and International Conferences and other similar activities.

Strategies for Optimal utilization of resources:

Majorly, the funds are utilized under following categories:

- Salaries of teaching and non-teaching staff
- Purchase of Equipment and Infrastructure
- Research and Development
- Faculty and student development Activities
- Maintenance of Infrastructure

The optimal utilization of financial resources is achieved through financial committee atManagement level, College Academic Committee and Department Advisory Committee, Program Assessment Committee.

- The internal and external audit is performed regularly to make sure that the budget is optimally utilized for the purpose it is intended.
- The expenses are utilized based on the budget approvals.
- All purchases are made through quotations, comparative statements and negotiations for procurement of capital equipment and Infrastructure facilities.

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

## 6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the

quality assurance strategies and processes

The Institute's Internal Quality Assurance Cell (IQAC) is asper the guidelines of NAAC. Few of the quality assurancestrategies that are implemented regularly to improve the education quality process are as follows:

1. Academicaudits:

The first significant step as aninitiative of IQAC cell isthrough regular conduct of academic audit. This audit is meant to encourage departments to assess the quality of teaching learning process followed.

- Hands on Workshops for students& Value-Added courses,
- Faculty development programmes.
- Student participation in inter/intra curricular, co-curricular and extra-curricular activities.
- Faculty participationin national & international conferences/FDPs at various reputed Organisations etc.,
- Grant of seed money to faculty for research activities.
- Conduct of stakeholders meeting, feedback from them oncurriculum design and implementation of corrective measures taken.

2.Faculty academic enrichment:

The IQAC cell's second important objective is to increase faculty competence by encouraging them to take NPTEL courses and take part in Professional / subjectexpert programmes.As part of ProfessionalDevelopment Program, during the start of every academic year,newly recruitedfacultywill undergo professional training programs like "English Matters for Masters". Senior professors will provide direction to these faculty members in the development of lecture materials, topic delivery, and Bloom's Taxonomy-based question preparation.The college imparts training for all staff to improve their communication skills, enhancing the quality of instruction and assisting students in their endeavours.

| File Description | Documents |
|---|---|
| Paste link for additional information | Nil |
| 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

**To maintain effective teaching and learning for the desired goal, the IQAC has devised a continuous review method for teaching and learning.IQAC is a firm believer in successful planning. Following are few parameters on which review isconducted.**

- **Curriculum**
- **Syllabus coverage**
- **Student feedback**
- **Mini projects, Projects and internships**
- **Remedial classes**
- **Attainment of Cos, POs and PSOs**
- **Co-curricular Activities**
- **Academic Calendar**
- **Student development programmes**
- **Industrial visits**
- **Student participation in inter/intra college activities under paper contests, model making**
- **Faculty Development programmes**
- **MOOCS/NPTEL/COURSERA certifications by faculty and students**
- **Professional society Activities**
- **Student & Faculty Publications**
- **Faculty Research Activities**

**The IQAC Cell is making a lot of effort to make significant improvements in quality and post-accreditation quality activities.**

| File Description | Documents |
|---|---|
| Paste link for additional information | https://drive.google.com/file/d/1E1CuVCDlT9V1n6LnLN75TCMouVRLXIM1/view?usp=sharing |
| 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**

**A. All of the above**

**Certification, NBA)**

| File Description | Documents |
|---|---|
| Paste web link of Annual reports of Institution | https://matrusri.edu.in/annual-reports/ |
| 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

**Gender issues can be sensitized in college through various activities like seminars, discussions, debates and other forms of arts.**

**Students apprised of the gender issues during the Self Induction program held for newly admitted students each year. To promote Women Education & Empowerment the college is doing consistent efforts by conducting seminars like "Women Empowerment -Attitude & Altitude" , "Empower Girls for a Brighter Tomorrow".**

**The college celebrates Women's Day every year to facilitate the global inspiration, engagement and advancement of women in technical disciplines.**

| File Description | Documents |
|---|---|
| Annual gender sensitization action plan | http://matrusri.edu.in/wp-content/uploads/2023/02/Annual-Gender-Sensitization-Plan-2022.pdf |
| Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information | https://matrusri.edu.in/special-facilities-provided-for-women/ |

**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

**Waste management includes the process of collection, transportation and disposal of garbage and sewage and other waste products. The college believes in creating awareness on environmental responsibility among its students, through various activities. Swach Bharat Campaigns are organized every year by the students. Waste management is very important to maintain an ecofriendly campus.**

**Waste Management steps include:**

**Solid waste management:**

**Different dustbins are provided in the college at all department staff rooms, labs, library, at the entrance of every floor and at the canteen to collect the dry waste and wet waste. Cleaning or emptying the dustbins is done on a regular basis. The garbage and plastic waste, collected by our housekeeping personnel, are handed over to Municipal vehicle that visits the college regularly.**

**Liquid waste Management:**

**All waste water lines from toilets, bathrooms, kitchens, and laboratories are connected to the GHMC sewerage lines. The Hazardous Lab chemicals are diluted and stored in plastic containers, segregated by compatibility and are placed at safe place in the laboratory.**

**E-waste management:**

**The E-waste management is as follows (i) disposing off of E-waste**

**through an authorized agency to ensure proper recycling. (ii) Some of the computer peripherals are used for demonstration to the students.**

| File Description | Documents |
|---|---|
| Relevant documents like agreements/MoUs with Government and other approved agencies | View File |
| Geo tagged photographs of the facilities | https://matrusri.edu.in/wp-content/uploads/2022/12/7.1.3-Geo-Tagged-Photographs-of-Facilities.pdf |
| Any other relevant information | 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**

**A. Any 4 or all 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:**

**A. Any 4 or All of the above**

1. **Restricted entry of automobiles**
2. **Use of Bicycles/ Battery powered vehicles**
3. **Pedestrian Friendly pathways**
4. **Ban on use of Plastic**
5. **landscaping with trees and plants**

| File Description | Documents |
|---|---|
| Geo tagged photos / videos of the facilities | 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 | `No File Uploaded` |

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

**Cultural Diversities&Regional Diversities:**

The college promotes regionalism by celebrating regional festivals like Telangana Formation Day, Bathukamma, Bonalu, Sankranthi and Rangoli.

Students of Jammu & Kashmir and Ladakh have been allotted seats in Matrusri Engineering College every year by AICTE under "The Prime Minister's Special Scheme (PMSSS) " to pursue various professional UG programs since 2016.

**Linguistic Diversities:**

The promotional events conducted are "Enhancing speaking skills in English-Invited Talk", "Skill developmental program- English proficiency test". A workshopon'pupil to professional' on the importance of soft skills, psychometric tests has been conducted. Matsuri Orators Club, organizes JAM sessions, Group Discussions to improve the communication skills of the students.

**Communal Diversities:**

Various communal events like Dandiya , Rangoli ,Holi , Kite Festivals are conducted. College promotes events like Go greenGanesha , Ganesh Nimarjan, new year celebrations and Anuual Day Celebrations.

The students of various religions are allowed to go to religious places during working hours to peform prayers. The students are sanctioned optional leaves to celebrate the festivals like Onam, Boxing Day, Guru Gobind Singh's Birthday.

**Socioeconomic and other diversities :**

The college supports the students to improve the socio economic factor by organizing events such as "Building career path", "Global Challenges and opportunities", "Career Planning, Goal Setting, Habit formation, How to lead life, Moral values, Indian Culture", "Motivation cum Personality Development", which help them to improve their employability and entrepreneur skills.

| 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

**Institution organizes Annual awareness programs on professional ethics for students, teachers, administrators and other staff. The institution offers a course on Essence of Indian Traditional Knowledge, Human Values and professional ethics, Gender sensitization, Environment Sciences Indian Constitution and Industrial psychology. Also seminars and workshops are conducted on days of national importance on various rights, duties and responsibilities of citizen.**

**Values:**

**The college establishes policies that reflect core values. Code of conduct is prepared for students and staff and everyone should obey the conduct rules.**

**Right:**

**The institution has arranged various Seminars/webinars/Workshops/Interactive activities for students to improve their employability skills and also motivate them towards fulfilling the need of society.**

**Duties:**

**The institution has always been made aware of the climate and to make a clean healthy environment.**

**Responsibility:**

**The institution has planted sapling of various trees in college to make the environment clean, beautiful, healthy, and sound resistant. Under the NSS Scheme Institute has been working in the rural area to connect with villagers and motivate them for cleaning their village, educate their children, etc.**

| File Description | Documents |
|---|---|
| Details of activities that inculcate values; necessary to render students in to responsible citizens | [View File](#) |
| Any other relevant information | [View File](#) |

**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

**Institution organizes national and international commemorative days, events and festivals.**

**Every year Republic Day is celebrated on 26th Jan by organizing activities highlighting the importance of Indian Constitution. Independence Day is also celebrated every year to highlight struggle of freedom and importance of Indian constitution**

**Constitution Day is celebrated with sensitization of students on responsibility towards the constitutional values, rights, duties and responsibilities of citizens. Students are inspired to contribute in activities on the related themes.**

**Women's Day: The students organize women's day celebrations to honor and respect the women staff in the college. Institution organised the women health program, the primary goal of the program was to reduceinfant mortality and also the maternal mortality ratio. Guest lectures are organised on technical subjects.**

**Yoga day: International Day of Yoga is observed on 21st June, to spread awareness about the importance and effects of Yoga on the health. The word 'Yoga' is derived from Sanskrit which means 'to join' or 'to unite'. MECS organizes the day in which all students and faculty participate in Yoga sessions.**

| 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.

**Best Practice # 1:**

**TITLE: MATRUSRI MAKERSPACE**

- **Objective: MatrusriMakerspace is to create a centre of excellence where students and faculty can turn their ideas into a working model.**
- **Context: This facility is created to encourage experiential learning and experimentation.**
- **Practice: The centre is equipped with latest computer systems and software.**
- **Evidence of Success:**

1. **MSME Idea Hackathon 2022 (March/April 2022): Out of 22 projects, 10 were shortlisted and 2 projects were selected by MoMSME for funding**
2. **SIH projects competition (26.03.2022): Out of 35 themes 28 were shortlisted and uploaded for next round of selection.**
3. **Project Expo 2021: Out of 40 projects displayed, 3 projects were awarded 1st, 2nd and 3rd prizes.**

- Problems encountered: Infrastructure for reverse engineering, high end instrumentation for testing the prototypes.

Best Practice # 2:

TITLE: Simulated learning Environment For Laboratory Experiments.

- Objective: To provide a complete Learning Management System around the Virtual Laboratories
- Context: Virtual labs are virtual environments that are designed for various experiments.
- Practice: During extensive usage of Virtual Labs MECS is indirectly supporting IIIT Hyderabad and evaluating performance of experiments & debugging activities.
- Evidence of success: Students can access a realistic virtual lab from their devices anytime and anywhere.
- Problems encountered: While students are practicing experiments related to content beyond syllabus additional resources are to be provided especially in the case of interdisciplinary courses.

| File Description | Documents |
|---|---|
| Best practices in the Institutional web site | [View File](#) |
| Any other relevant information | No File Uploaded |

## 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

TITLE: To make the students focus on understanding values, nurturing skills and moving towardsknowledge by way of e-Teaching and Learning.

- Matrusri Campus Connect (MCC): The college under MCC conducted many activities like Orientation Day, celebrated national and traditional festivals and many programs on save environment, cleanliness, traffic awareness etc
- Vivekananda Institute of Human Excellence: Vivekananda Yuva Kendra, organized "Disha Darshanam" (Career guidance) program for SSC passed out students which focused the skills required for the students.
- Sathyardhaan: This year the department of S&H offered financial support to attender Chaitanya of Chemistry Lab to pay the school fees of their children

- **e-Yantra:** e-Yantra Robotics Competition was conducted and the winners were given prizes.A One Week Value Added Course on "Arduino Board-Task Based Training" from 7 June to 13 June 2022 was organized in association with HARISYNOM Ltd. on Arduino.
- **CISCO Networking Academy:** Around 1281 students of different branches from II, III & IV years have registered for various courses offered by CISCO of which 810 students got qualified.
- **Spoken Tutorial:** Nearly 1380 students from different branches completed various courseslike, JAVA, HTML, Python, C language through Spoken Tutorial -IIT Bombay.
- **Free Book Bank:** Free books are provided for under privileged students.
- **Winnou, an Eduportal:** It supervises every detail of studentsand the whereabouts of students is messaged to parents.

# 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

Matrusri Engineering College, is an affiliated college to OU and approved by AICTE and ISO 9001:2015 certified and NBA and NAAC A+ grade accredited. The institute implements the Outcome Based Education (OBE).

Curriculum planning:

The curriculum is designed by the Board of Studies (BoS) of the OU. The Almanac is provided by OU, the Institute Academic calendar is prepared and followed by all the departments which includes guest lectures, seminars and other academic activities along with almanac

Timetables are prepared including the library and project hours and are uploaded to the Institute

website and displayed on all department notice boards.

Curriculum Delivery

- Subjects are allocated to the faculty based on the area of specialization, experience and prepare the lesson plans and course outcomes of the subjects and map them to the POs.
- The ERP system is used to maintain the documentation of curriculum delivery and the Class monitoring committee collects the feedback from the students on syllabus coverage and academic related matters.
- Online E-learning resources like NPTEL videos, Spoken Tutorial (IIT Bombay) and

Learning Management systems (LMS) are used to enhance the concepts of engineering knowledge.

- Industry visits and guest lectures are arranged to bridge the curricular gap.
- Students are motivated to participate in various technical events.

| File Description | Documents |
|---|---|
| Upload relevant supporting document | [View File](#) |
| Link for Additional information | [Nil](#) |

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

- **The University provides the Almanac and the Institute prepares the Academic calendar and forwards it to the departments, where department wise academic calendars are prepared.**
- **The academic calendar contains the date of commencement of class work, instruction period, internal and external examination duration, vacation period, last date for submission of internal marks, and last date of instruction, proposed Guest lectures, workshops, industrial visits and Training & Placement activities.**
- **Each department prepares the time-table as per the guidelines as per the academic calendar and is disseminated on the institute website and on the notice boards.**
- **The Faculty members prepare the lesson plans and the course files which consists of course outcomes, lesson plan, suggested references, study material and the solved previous examination papers. An awareness among the students on the course schedule and the course outcomes is created at the beginning of the semester.**
- **The Syllabus coverage status is verified by the course monitoring committee periodically.**

**Conduct of Continuous Internal Evaluation CIE:**

- **Performance of the students is evaluated by conducting internal examinations, assignments and slip tests.**
- **Experiment wise performance of the students in laboratory is evaluated.**
- **The Project Work is evaluated using rubrics.**
- **Question papers are prepared with course outcomes and revised Blooms Taxonomy levels along with scheme of evaluation and key.**
- **Department exam branch ensures smooth conduct of examinations.**
- **The quality of the question paper is assessed by senior faculty.**

- **CIE marks are uploaded to University web portal within the stipulated time as per the almanac.**

| File Description | Documents |
|---|---|
| Upload relevant supporting documents | View File |
| Link for Additional information | Nil |

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

**A. All 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**

**6**

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

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

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

**48**

| File Description | Documents |
|---|---|
| Any additional information | **No File Uploaded** |
| 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**

**1927**

**1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year**

**1927**

| 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

**The cross cutting issues that are relevant to Professional Ethics ,human Values ,Environment, Sustainability and Gender sensitization have been integrated in to the curriculum by way of the regular courses.**

**Human Values and Professional Ethics:The Course on Human Values and Professional Ethics covers the importance and ethics of human values and skills, professional happiness, importance of trust, with an appropriate technology and management patterns to create harmony in professional as well as personal life.**

Environment and Sustainability:The Course Environment and Sustainability is teaches the basic knowledge on environment and its allied problems. It has been given much stress in creating understanding the importance of biological diversity, conservation of natural resources, awareness on Green technologies, Environmental Laws and regulations.

Gender Sensitization:The course Gender sensitization is offered to all the programmes and it is being taught as a basic requirement to understand the sensitive needs of a particular gender. The course imparts the understanding of gender-sensibility and the issues of gender, the key biological aspects of the gender and its critical perspective.

The following is the list of courses which teach Human Values, Environment & Sustainability, Gender sensitization, Professional ethics as a part of curriculum prescribed by the university:

- Gender sensitization
- Human Values & Professional Ethics
- Environmental science
- Essence of Indian Traditional knowledge
- Industrial Psychology
- Biology for Engineers
- Energy Sciences and Engineering
- Indian constitution
- Renewable Energy Technologies

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

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

257

| File Description | Documents |
|---|---|
| Any additional information | **No File Uploaded** |
| Programme / Curriculum/ Syllabus of the courses | View File |
| Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses | View File |
| MoU's with relevant organizations for these courses, if any | View File |
| Number of courses that include experiential learning through project work/field work/internship (Data Template) | View File |

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

**1914**

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

**1.4 - Feedback System**

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

| File Description | Documents |
|---|---|
| URL for stakeholder feedback report | View File |
| Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload) | View File |
| Any additional information(Upload) | No File Uploaded |

| **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://matrusri.edu.in/feedback-analysis-on-curriculum/ |

## 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 sanctioned seats during the year

**600**

| 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

**210**

| 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 performance of the student in the internal assessments and semester-end exam is chosen as the metric for grouping of students as advanced and slow learners.**

**Measures taken to support slow learners**

- **Counseling the students who are irregular to class work and whose performance is poor in CIE as well as SEE and advise them to improve.**
- **Tutorial and remedial classes are conducted.**
- **Additional course material, question banks, Video lecture links are provided.**
- **Advanced learners are grouped with slow learners to execute the project works.**

**Measures taken to support advanced learners**

- **University and class toppers are awarded with Gold Medals and certificates.**
- **College is associated with Spoken Tutorial, NPTEL, CISCO and ORACLE Academy and COURSERA which help students to get certified in advanced courses for skill up-gradation.**
- **College organizes various events for students in association with professional bodies, IIC and ED Cell to improvelearning ability of students.**
- **Events like Project Expo and Hackathons are organized, which motivates students to exhibit their project models with financial assistance.**
- **Training & Placement Cellorganizes Campus Recruitment Training (CRT) and higher education orientation programs.**
- **College in association with reference globe provides online assessments to the students to improve in aptitude, reasoning, technical and communicationskills.**

| File Description | Documents |
| --- | --- |
| Link for additional Information | Nil |
| Upload any additional information | View File |

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

| Number of Students | Number of Teachers |
| --- | --- |
| 2119 | 134 |

| 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

**Experiential learning: Experiential learning practices are:**

- **Internships: Hands-on training while working in the company.**
- **Industrial Study Visits: Opportunity to learn practically through interaction with various organizations.**
- **Industry Driven Competition: Exhibit ideas by participating in Hackathons, TechFests.**
- **Integrated tools: Ad-on Courses with additional information like NPTEL, Spoken Tutorial.**
- **Bridge courses: Academic gaps are filled for lateral entry students.**

**Participative learning: Participative Learning Methodologies are:**

- **Workshops, Guest lectures: Trained in latest Technologies by interaction with Industry Experts.**
- **Group Discussions:Implemented to help students to form individual ideas and share with in other groupsfor discussions.**
- **Technical Presentation: Present their ideasthrough posters, papers and model presentations and contribute articles to the magazines.**
- **Peer collaborative learning: Multi-disciplines streams are involved for development of products by sharing their**

experience with each other.

- Alumni Interaction: Build strong relationship between students to share their experience and knowledge for career building.
- Technical club activities: Actively participate in various activities organized under different clubs like IEEE, IEI, CSI, SAE, IIC etc.

Problem Solving Methodologies: Problem solving Methodologies are:

- Innovative model development: Design projects as per industry requirement and contribute for society.
- Quizzes: Analyze performance and capability of students.
- Virtual Labs: Used for higher order learning and providing solutions.

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Link for additional information | [Nil](#) |

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

ICT enabled tools make education system more interesting and creates rich learning environment. Every classroom and laboratory is well equipped with modern teaching aids like LCD projectors and internet enabled computer systems for classroom instruction.

- White Board &Blended Teaching: Teaching aids like video, PowerPoint with Presentations, collaborative and individual learning strategies.
- Online Teaching: Faculty made a swift transition by usingGoogle classroom, ZOOM and You-tube.
- Edu-blogs: Faculty blogs are used as instructional potential for online resources for students.
- Course Handouts: Video lectures, lecture notes, assignment questions, tutorial questions andmodel question papers shared using Google classroom, Edu-blogs
- Courseware: Course specific software like MATLAB, VLSI, Xilinx, e-sim, CAD CAM are used to execute laboratory experiments and also to implement innovative ideas.
- Ability Assessment Test: Online platforms like Reference Globe, Co-Cubes areprovided for training and to assess the

> capabilities of the students in analytical, aptitude, technical skills.
>
> - LMS Tools: Apart from regular teaching techniques Faculty uses various LMS tools likeGoogle classroom, Google Form, MOODLE, Info-gram, Canvas, Slide share and Mentimeter to deliver the lecture, sharing of content resources and to assess the skills of students.

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Provide link for webpage describing the ICT enabled tools for effective teaching-learning process | https://matrusri.edu.in/faculty-blogs-ece/ |

## 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

**134**

| 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

**134**

| File Description | Documents |
|---|---|
| Full time teachers and sanctioned posts for year (Data Template) | View File |
| Any additional information | No File Uploaded |
| 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**

**39**

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

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

**2.4.3.1 - Total experience of full-time teachers**

**785**

| 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.

Institution is affiliated to Osmania University and follows all regulations formulated by the university. University issues almanac for every academic year, the department prepares academic calendar for every semester which includes schedule of internal assessment, assignments and other curricular and co curricular activities.

Transparency is maintained in the conduction and assessment of internal exams and assignments for theory, lab, project and internship as follows:

Theory

Syllabus and schedule for every internal assessment and assignment is communicated to students well in advance. Internal examination question paper along with scheme and key is prepared by respective staff member and audited by senior faculty.

Answer scripts are evaluated and shown to the students within three days of completion of exam schedule for any grievances. Scheme and key of the question paper is discussed in the classroom.

Finalized CIE marks are displayed in notice board and communicated to parents.

Lab

Performance of a student is evaluated at the end of every laboratory session based on theoretical knowledge, skills to implement the experiment and results.

Project

Project reviews are conducted and evaluated using rubrics periodically by department project review committee.

Internship

Internships are evaluated using rubrics by conducting a review by the senior faculty members.

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

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

The internal answer scripts and assignments are evaluated within 3 days after the completion of exam schedule and are given to students for self assessment.

For complete transparency, finalized marks are displayed on notice board, sent to parents and given sufficient time to correct to address any grievances raised by the students.

The general grievances and redressal mechanism with regard to internal examinations are:

- Discrepancy in totaling of marks: If any student finds any mistake in totaling of marks, the student approaches the staff to resolve the issue.
- Wrong posting in mark sheets: If any student finds wrong posting of marks in display of notice board, the matter is reported to the HOD then appropriate action will be initiated.
- Discrepancy in aggregate internal marks: If any student finds a discrepancy in aggregate marks, student approaches HOD then it is resolved after verification.
- Discrepancy due to wrong numbering of question: If the marks are not awarded due to wrong numbering, student submits a grievance for redressal.
- Re-conduction of exam: If any student misses the internal exam due to valid reason, exam is re-conducted with an acceptance letter from HOD.

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

## 2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the

Programmes offered by the institution.

Awareness about Vision, Mission, PEOs, POs/PSOs & COs is made to students, faculty by displaying them in the respective departments, course file, and handout materials and on the college website.

Course outcomes communicated to students through assessment question papers, Lab Records and Lab Manuals.

The Vision and Mission both of the institution and departments, the POs and PSOs, COs are then published at

- College Website:Vision and Mission of institution.
- Main Library:Vision and Mission of institution.
- Departmental Website: Vision and Mission of department, POs, PSOs &PEOs
- Department Notice Boards: Vision and Mission, POs, PSOs &PEOs
- Departmental News Letters: Vision and Mission
- Classrooms: Vision and Mission of both institution and department, POs and PSOs
- HOD and Faculty Rooms:Vision and Mission, POs and PSOs, relevant COs
- Department Library:Vision and Mission, POs, PSOs &PEOs,
- Laboratories:Vision and Mission, POs, PSOs &PEOs, relevant COs
- Course Files: Vision and Mission, POs, PSOs &PEOs, relevant COs
- Lab Manuals: Vision and Mission, POs, PSOs &PEOs, relevant Cos
- Lab Records:Vision and Missionof institution.
- Attendance Register: Vision and Mission, POs, PSOs &PEOs, relevant Cos
- Pamphlet given to Staff: Vision and Mission, POs, PSOs &PEOs.

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Paste link for Additional information | Nil |
| Upload COs for all courses (exemplars from Glossary) | View File |

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

PO Assessment Tools are categorized into direct and indirect methods to assess the program educational objectives, program outcomes and course outcomes.

- Direct methods(80%Weightage)display the students' knowledge and skills from their performanceis obtained by mapping the average value of course outcome attainment with the mapping of the target or expected POs for the particular course.
- Indirect methods(20%Weightage) gather perceptions of how well students are achieving/achieved a learning outcome.

The indirect component of PO contribution is obtained from different surveys:

- ○ Program Exit Survey- 10%
- ○ Course Exit Survey- 5%
- ○ Alumni Survey- 2.5%
- ○ Employer Feedback Survey 2.5%

Assessment processes for Course Outcomes

The process is as follows.

1. Identify Assessment Methods:

- ○ Continuous Internal Evaluation (CIE)
- ○ Semester End Examination (SEE)

2. Identify the set value for each course outcome:For the next academic year, higher set values are considered for each CO for any given subject that has met the previous set value, otherwise the same set value is considered.

3. Frequency of data collection: The data required for assessing the COs is gathered twice in a semester.

4. Analyze the results: Student's performance in each of the assessment tool is analyzed for the set target.

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

## 2.6.3 - Pass percentage of Students during the year

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

395

| 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 | Nil |

## 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://matrusri.edu.in/wp-content/uploads/2022/12/Stud-Satisf-Survey.pdf

## RESEARCH, INNOVATIONS AND EXTENSION

## 3.1 - Resource Mobilization for Research

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

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

20.27

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

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

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

**5**

| 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 | [View File](#) |
| Paste link to funding agency website | [https://matrusri.edu.in/wp-content/uploads/2022/12/Link-to-funding-agency-website.pdf](https://matrusri.edu.in/wp-content/uploads/2022/12/Link-to-funding-agency-website.pdf) |

**3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year**

**3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year**

**51**

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

**3.2 - Research Publications and Awards**

**3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year**

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

**81**

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

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

**3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year**

**23**

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

**3.3 - Extension Activities**

3.3.1 - 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 student volunteers visit neighbouring localities and conduct various activities regularly. Extension activities in the neighbourhood community in terms of impact and sensitizing students to social issues and holistic development during the last seven years. Matrusri EngineeringCollege organizes and participates in various extension activities with a dual objective of not only sensitizing the students about various social issues but also contribute to the community and strengthen community participation.**

**The NCC and NSS college units take part in various initiatives**

like

1. Swachh Bharat initiatives
2. Blood donation camps
3. Awareness programs on Anti Ragging Campaign
4. Awareness program organised by IEEE Volunteers to educate Upper primary and secondary school pupil in terms of Higher education for better opportunities.
5. Environmental pollutions.

This joint venture encourages and facilitates various extension programs. Events like participation of the students who take up activities in collaboration with other agencies to spread awareness. College also organised awareness camp related to Plastic free campaign and health awareness against pollution and COVID19 too. NSS Special Camps are organized every year in the adopted village where activities like bush-cutting, laying of approach roads, desalting of water bodies, weeding out unwanted plants in water tanks, digging of drainage canals, bridging erosion/breaches in irrigation canals and plantation are carried out by NSS volunteers.

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

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

**3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year**

20

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

**3.3.3 - 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

**3.3.3.1 - 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**

18

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

**3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year**

**3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

1985

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

**3.4 - Collaboration**

**3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year**

98

| File Description | Documents |
|---|---|
| e-copies of linkage related Document | View File |
| Details of linkages with institutions/industries for internship (Data Template) | View File |
| Any additional information | **No File Uploaded** |

### 3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

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

**15**

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

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

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

**Matrusri Engineering College is spread over 3.62 acres with 14,730 Sq.mts. built up area.Institution has adequate infrastructure and physical facilities for teaching-learning as per regulations ofAICTE and Osmania University. The environment is serene, lush green and eco-friendly. The facilitiesavailable are:**

**Classrooms:**

**Institution has spacious, well-equipped, well ventilated classrooms with LCD projectors and WI-FI. Adequate tutorial and smart classrooms are provided.**

**Laboratories:**

- **Institution has domain centric well-equipped laboratories. Facilitiesare available to address content beyond syllabus, projects and research activities.**
- **Institution hasfacilities like Center of Excellence for Electric Vehicles,CISCONetworking Academy, Matrusri MakerSpace, MSME incubation center and e-Yantra laboratory.**

**Seminar Halls:**

- **Institution has adequate seminar halls to conduct seminars, conferences, guest lectures and workshops.**
- **Seminar halls are equipped with LCD projectors, PAS with WIFI connectivity and air conditioned withseating capacity ranging from 60 to 500.**

**Computing Equipment:**

**Institution has 709 high-end computers with all necessary peripherals.**

**Library:**

**Institution has a central library with adequate seating capacity. It has a reference section and digitallibrary with 25 systems, accessible NDL, SWAYAM lecture videos. Staff andstudents are able to access online journals through IEEE, ASME, ASCE, DELNET, JGATE. Each department is equippedwith department library.**

| File Description | Documents |
|---|---|
| Upload any additional information | [View File]() |
| Paste link for additional information | [Nil]() |

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

**Cultural Activities:Students are encouraged to join college level cultural clubs like MCC, Photography Club, Heritage Club, Orators Club, Music Club, and Dance Club.**

**Institution organizes cultural fests, co-curricular and extra-curricular activities and encourages students to participate**

actively. Institution has adequate facilities like auditorium, Audio Visual rooms, and quadrangle court yard to organize these cultural activities.

Sports & Games (indoor, outdoor):Institution is equipped with indoor and outdoor sports facilities for students and faculty Students participated in various sports events at inter college, inter university, state level and national level competitions and brought laurels to the institution.

- Indoor and Outdoor sports facilities of the institution are available from the inception (2011).

Gymnasium:Gymnasium has adequate facilities like tread mill, dumbbells, weights, hand clips, bar bells, cycles, multi-purpose weight bench, gym balls, skipping ropes.

- Gymnasium facilities are utilized by students and staff under the supervision of instructor. Gymnasium facilities are available beyond college hours.

Yoga Centre:Regular yoga sessions are organized for awareness of healthy lifestyle. Every year 21st of June is celebrated as International Day of Yoga in college campus. Yoga mats are available to perform Yoga.

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Paste link for additional information | [Nil](#) |

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

38

## 4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

38

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Paste link for additional information | Nil |
| Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template) | View File |

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

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

**73.89**

| File Description | Documents |
|---|---|
| Upload any additional information | **No File Uploaded** |
| 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 central library of carpet area 627 Sq.mt. is located in M block with good infrastructure and ambience. There is regular subscription to newspapers, magazines and journals, there by augmenting the library as a rich source of knowledge.**

**NewGenLib is a fully web based integrated library management software that runs on distributed computers through a network or server. NewGenLib is a unique combination of a library automation software, digital library software and a database search facilitator.**

**It uses Java technology, Postgre SQL for the database & Apache for Web server. It has six main modules, i.e.**

- Technical processing
- Circulation.
- Acquisitions serial management.
- OPAC besides administration.
- Queries
- Utilities

NewGenLib Compatible with international standards such as MARC 21. Scalable, manageable and efficient. Compatible to run on Latest version of Windows and Linux. Automated email/instant messaging is integrated in different function of software Form and letter can be configured to save time. Extensive use of parameters to enable easy configuration of the software to suit specific. Needs Allows digital attachment to metadata. Enables users to search online databases through OPAC.Self-issue return is enabled that save the time of the user.

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

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

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)**

24.98

| 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

**519**

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

## 4.3 - IT Infrastructure

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

- Procured 30 desktop computers for academic purpose.
- 46 Wi-Fi access points were added to campus network.
- Upgraded internet bandwidth of 70 Mbps in 2015 to 110 Mbps in 2017 and to 280 Mbps in 2019. Procured Microsoft Cloud Campus subscription licenses in 2013 and renewed every year.
- Procured licensed MATLAB software in 2015 & 2019 and other department software's in CED, CSE, EEE, ECE, MECH and their upgradations.
- Upgraded RAM from 4 GB to 8 GB for 30 desktop computers.
- Procured LCD/LED projectors for classrooms, seminar halls, conference halls and laboratories.
- The institution has smart classroom equipped with smart interactive board.
- Biometric Attendance for staff and students is introduced.
- Electronic surveillance system with 63 cameras is installed on the campus.
- All the CRT monitors are upgraded to LCD/LED monitors.

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

## 4.3.2 - Number of Computers

**596**

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Student – computer ratio | View File |

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

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

## 4.4 - Maintenance of Campus Infrastructure

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

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

**382.21**

| File Description | Documents |
|---|---|
| Upload any additional information | No File Uploaded |
| 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.

Institution has structured system for maintaining and utilizing facilities available.Institution has formulated a maintenance committee for looking after academic supportfacilities, infrastructure maintenance and its utilization.Each facility has a supervisor to look after the maintenance and a log register is used to recordmaintenance activities.The maintenance procedure for various facilities are:

Classrooms

Regular inspection of furniture and classroom equipment is carried out.

Laboratories

- Performance of equipment is monitored on a regular basis and respective log books are maintained.
- Calibration of equipment is carried out periodically.
- Minor repairs are done by laboratory technicians. Major repairs are outsourced.

Library

- Library has advisory committee to look after proper functioning.
- An accession register is maintained.
- Stock verification process is carried out before commencement of academic year.
- Damaged books are sent for re-binding.

Computers

- System administratorlooks after maintenanceof computers.
- Computers are protected with antivirus and firewalls.

Sports Facilities

Sports facilities are maintained periodically.

RO Plant

Periodical maintenance of RO plants is carried out.

**Electrical Maintenance**

- **Telangana State Electricity department inspects performance of the transformer**
- **periodically, based on recommendations, corrective actions are initiated.**
- **Generators for power back up are inspected for proper maintenance.**

**Landscaping**

**College has AMC for maintenance of landscapes,greenery.**

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Paste link for additional information | [Nil](#) |

## 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

**1002**

| 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**

**251**

| 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 | https://matrusri.edu.in/capacity-building-and-skills-enhancement-initiatives/ |
| 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**

**2119**

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

**2119**

| 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 | **No File Uploaded** |

## 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

**262**

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

43

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

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

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

50

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

11

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

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

The Institution has various academic and administrative bodies of which the students are encouraged and motivated to be part of them to gain administrative and leadership skills.

These committees have been nurturing them as responsible citizens, motivating them to serve the society. Being part of these committees, the students are able to come forward with proposals related to academics, cultural and sports activities, issues related to society and contribution of their time and resources to attend to societal problems, helping the poor students and supporting juniors to meet the new era challenges.They are also able to interact with alumni and institutes for internships, projects and employment opportunities.

As members of professional bodies like IEI, IEEE, ISTE, CSI, CESA, SAE and IESTE, the students participate in various activities organized at local and regional chapters.

The following are the committees at departmental and institutional level, where the students have been actively participating.

Institute level Committees

- Internal Quality Assurance cell (IQAC)
- Anti-ragging committee (ARC)
- Internal Complaints Committee (ICC)
- Cultural & Sports Committee (CSC)
- Matrusri campus connect (MCC)

- **Matrusri Alumni Welfare association**

**Department Level committees**

- **Student Interaction Committee (SIC)**
- **Program Assessment Committee (PAC)**

| File Description | Documents |
|---|---|
| Paste link for additional information | https://docs.google.com/document/d/1Mkr2DKz6YgyrCY05EDlrW9yUJ50JD20n/edit?usp=share_link&ouid=108868203023877292709&rtpof=true&sd=true |
| 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

**20**

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

## 5.4 - Alumni Engagement

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

**The institution has a registered and functional Alumni Association called, Matrusri Alumni Welfare Association, which is very young and has been very promising. Every year an alumni meet is conducted in the institute to encourage interaction with their juniors in college.**

**Knowledge Transfer: Our Alumni has been actively contributing in establishment of Labs and Knowledge hubs in college.Our Alumni from ECE, was instrumental in transfer of technical knowledge and establishing e-Yantra lab in the campus.One alumni from EEE department is actively coordinating with T-Hub and conducting workshops and seminars.**

**Guidance for Higher Education:The Alumni pursuing their higher studies in various universities across the world help our students to choose the best Institutes and domains.They also share details about scoring well in GRE, TOEFL and IELTS etc.**

**Guidance on Placements: Our Alumni are placed in various reputed organizations like Hitachi, TCS, GOOGLE, Cognizant etc., They actively interact with our students and help them to prepare for their placements and share tips and give suggestions on improving articulation skills.**

**Extra-curricular Activities: Our Alumni Mr. Pridhvi from Mechanical Engineering and Ms. Vaishnavi from ECE are associated with Matrusri Dance Club. They actively participated and guided our students for URVI 2021.**

| File Description | Documents |
|---|---|
| Paste link for additional information | https://matrusri.edu.in/matrusri-alumni-welfare-association/ |
| Upload any additional information | View File |

| **5.4.2 - Alumni contribution during the year (INR in Lakhs)** | **D. 1 Lakhs - 3Lakhs** |
|---|---|

| 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 Vision and Mission of the college are:**

**Vision:**

To be a premier academic institution striving continuously for excellence in technical education, research and technological service to the nation.

**Mission:**

- To recognize and make quality Engineering education available to the society.
- To create a community of learning in which students acquire knowledge and apply them professionally with societal concern.
- To prepare for life-long learning to meet intellectual and career challenges.
- To promote professional ethics, leadership qualities and social responsibilities.
- To maintain research environment with an opportunity to create, apply and disseminate knowledge to the needs of society and the industry.

**Quality Policy:**

We strive to be recognized as a centre of excellence and committed to continuously improve the quality of technical education by producing outstanding engineers willing to work to the spirit of challenge and innovation with high ethical and professional standards.

Institutional Management, the institution's structure and functioning are clearly defined, and its implementation is in line with the institute's vision and mission, ensuring that the goals of its strategic plan are successfully attained.

**Participation of Faculty in different committees:**

Faculty members ofthe Institute are inclusive in all decision-making bodies andcommittees of the institute such as, Governing Body (GB), AcademicCouncil, Board of Studies, IQAC and etc.,

The faculty are also members of other Committees viz., AntiRagging, Grievances and Redressal, Industry-Institute Interactionetc., which have been constituted with specific functions andresponsibilities as mandated by regulatory bodies.

11-05-2023 02:30:27

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

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

The Principal and HODs have been given the authority to make decisions on daily operations by the management.Major decisions inframing policies concerning the Institution are taken by the topmanagement through the feedback of stakeholders.

Teaching-Learning Process, Research and Development, Innovation, Entrepreneurship Development, Faculty Empowerment, Academic Aspects, Student Counselling,Infrastructure and facilities, Faculty Appraisal, Conduction of Exam, Training &Placement, Internships & Career, Industry Institute Interaction, Alumni and Stakeholders Interaction, Student Discipline, Library and College Ambience, among other functions, are among the various functions that are delegated.

The participative management approach is practicedat different levels in the college and all the stakeholders areinvolved in the process of decision-making based on collectivewisdom. The stakeholders participate in the following committees andcontribute to the decision-making.

Participatory Management System for academic and administrativeactivities

- Governing Body Meeting2021-2022
- College Academic Council 2021-2022
- HoDs Meeting
- Department advisory Committee meeting (DAC)
- Program Assessment Committee meeting (PAC)

Participatory Management System for Quality Assurance

- Internal Quality Assurance Cell (IQAC)
- Alumni Meeting
- Parents Teachers Meeting
- Students Counsellors Meeting
- Faculty Meeting

| File Description | Documents |
|---|---|
| Paste link for additional information | https://matrusri.edu.in/organogram/ |
| Upload any additional information | View File |

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

**The institute has developed a Strategic Plan 2021-2025with the help and suggestions from all the stakeholders. The strategic goals of this plan were:**

**Strategy- 1: Good Governance**

**Strategy- 2: Autonomous Status**

**Strategy- 3: Accreditation & Certification**

**Strategy- 4: Infrastructure and facilities**

**Strategy- 5: Teaching & Learning**

**Strategy- 6: Industry & Institute Collaborations**

**Strategy- 7: Training &Placement, Internships & Career**

**Strategy- 8: Research & Development**

**Strategy- 9: Alumni engagement and interaction**

**Strategy-10: Library & information centre**

**Strategy- 11: Entrepreneurship**

**Strategy- 4: Infrastructure and facilitiesStrategy**

**The improvements in infrastructure keeping in line the changing pedagogy and its implementation like aggressive adoption of ICT through improved facilities in classrooms, e-classrooms, skill development centers, incubation centers, laboratory, library,and alsomore no of Wi-Fi access points have been provided in the**

campus to strengthenthe teaching learning process.

Enterprise Resource Planning (ERP) software is purchased to manage day to day academic and administrative activities.

Enhancement of energy conservation systems - A 50 kWP solar power plant installed to meets 30% of power requirement. Green andenvironmental audit on a regular basis.

| File Description | Documents |
|---|---|
| Strategic Plan and deployment documents on the website | [View File](#) |
| Paste link for additional information | https://matrusri.edu.in/strategic-plan/ |
| Upload any additional information | No File Uploaded |

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

Matrusri Engineering College, Saidabad, Hyderabad, Telangana, was established by Matrusri Education Society in 2011 aiming at becoming a pioneer in Technical Education in the private sector. The policies and procedures on academic matters & administrative setups are taken care by the following council committees/ institutional bodies.

Executive Council:The major decision-making activities of Matrusri Educational Society are taken care by the Executive Council.

Board of Governors (BOG):The board of governors is constituted as per the AICTE norms and meets at regular intervals to reviews the operations of the institution.

Internal Quality Assurance Cell (IQAC)&College Academic Council (CAC):The Committee monitors the academic, research, co-curricular and extracurricular activities to ensure quality in teaching & learning.

Other Academic and Administrative Duties:

- The principal monitors the various academic and administrative matters.
- Heads of the Department (HODs), Coordinators and In-charges

provide academic support to the principal.
- Establishment Section assists the principal in administrative activities.
- Training & placement cell conducts training in skill development and provides placement assistance.
- Examination Cell Incharge monitors the conduct of internal & external examinations.
- Entrepreneurship & Development committee conducts interactive sessions and trainings between the industry and the academia/students.

Service Rules, Policies and Procedures:The service rules and policies regarding recruitment and promotion are prepared as per AICTE and Osmania University norms.

| File Description | Documents |
|---|---|
| Paste link for additional information | https://matrusri.edu.in/staff-service-rules-hr-policy/ |
| Link to Organogram of the Institution webpage | https://matrusri.edu.in/organogram/ |
| 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 interfaces | View File |
| Any additional information | View File |
| Details of implementation of e-governance in areas of operation, Administration etc (Data Template) | View File |

## 6.3 - Faculty Empowerment Strategies

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

The institution has effective welfare measures for teaching and nonteaching staff such as

- EPF contribution by management.
- Availability of Casual, Special Casual Leaves in a calendar year.
- Provision for CCLs, ELs and summer vacation.
- Commuted leave facility of 20 half days (= 10 full days) per year on medical grounds.
- Maternity Leave.
- Subsidized transport facility for the staff.
- Accidental Insurance policy for the staff.
- Institution organizes refresher courses, FDPs and workshops for teaching staff.
- Institution conducts training programs onIT enabled skills and soft skills for non-teaching staff.
- Best teacher awards to encourage teaching staff.
- ESI-facility for all eligible staff.
- Festival Advance for non-teaching staff.
- Cafeteria facility
- Sports and gymnasium facilities for staff
- The institution organizes health awareness camps and free health checkups.
- A health clinic and ambulance facilities.
- Partial reimbursementof health insurance policy premium.
- Yoga and Recreation facility is provided to the employees for their physical and mental well beings.
- faculty members are provided with Individual cabin to facilitate good ambience
- Summer/ Winter Vacations for faculty members

Professional growth welfare schemes:

- Financial Support for attending FDP, Refresher courses, workshops and for publications in journals & conferences, NPTEL courses etc.,
- Financial assistance for Professional body memberships.
- ODforattending conferences, seminars, FDPsand research work.
- Financial Support for patent publications.
- Sponsorships to attend and present papers in conferences both in India as well as abroad

| File Description | Documents |
|---|---|
| Paste link for additional information | https://drive.google.com/file/d/1GHmynGn6K G234kgZLYYi5lLafl5KbUtC/view?usp=share_lin k |
| 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**

**134**

| 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**

**21**

| File Description | Documents |
|---|---|
| Reports of the Human Resource Development Centres (UGCASC or other relevant centres). | **No File Uploaded** |
| Reports of Academic Staff College or similar centers | **No File Uploaded** |
| Upload any additional information | 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**

**96**

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

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

**Teaching Staff:**

**The annual faculty appraisal form is a self-assessment report submitted by the faculty, verified by the HOD and forwarded to**

the principal.

The faculty performance appraisal form consists of two parts.

Part - I

- Professional details.
- Teaching load.
- Projects guided, FDP's/ Seminars attended/organised, administrative works carried out &Contribution to society

Part -II

The quantitative assessment:

- Instructional related parameters
- Participation in Institutional , departmental and student activities
- Contributions to Research publications , Consultancy works and R&D
- Student feedback
- Result analysis

- The self-appraisal form is submitted by the faculty at the end of each academic year is verified by HOD based on supporting documents and a consolidated report is submitted to the principal through IQAC for further Action.
- A review committee comprising of Principal, HOD, and two senior faculties review the appraisal report.
- The committee interacts with individual faculty and based on the observations& IQAC recommendations, the review committee also recommends a list of suggestions to be implemented by individual faculty through an advisory note.

Non-Teaching Staff:

The performance of non-teaching staff and administrative staff is also assessed.The assessing parameters are

- Workload/ Works allotted
- Academic/additional Duties
- Training courses attended

| File Description | Documents |
|---|---|
| Paste link for additional information | <div align="center">Nil</div> |
| Upload any additional information | <div align="center">View File</div> |

## 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

Accounts are frequently subjected to both internal and external auditing procedures. The institution's external chartered accountant oversees supervising both audits.The internal audit isconducted every fiscal quarter while the external audit is done atthe end of the fiscal year.

Internal audits are typically conducted every three months with the primary goal of ensuring that accounting rules are being followed. Ledger entries are checked for compliance with purchasing procedures, note approvals, budgetary provisions, and bank statement reconciliation. The principle and management get periodic realisation of receipts and risk analyses to verify the institution is functioning properly.

Statutory auditors mainly focus on the following documents for the audit purpose.

1. Delegation of financial powers
2. Bank statements and certificates.
3. Previous years Audit Report, Auditor's remarks, and observations.
4. Budget, cash flow statements, Govt. Orders for fixation of fee, reports of physical verification of asset items.
5. Policies, Procedures, and methods adopted by Accounts Section for collection of fee and payments made and recording transactions in the books of accounts.
6. Reports of Internal Auditors.

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

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

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

3.62

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

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

**Strategies for mobilization of funds:**

**The strategies followed for mobilization of funds is as follows:**

- **Collection of student fee through e-collect based on norms of Telangana State Higher Education [TSCHE].**
- **Interest earned from fixed deposits**
- **Grants received from MHRD (UBA)**
- **Sponsorship received from AICTE for STTPs**
- **Sponsorship from private organization**
- **Revenue generated from state & National level examination conduct in the campus.**
- **Internal revenues generated from consultancy works.**
- **Amounts received from alumni, philanthropists, and other stakeholders for organizing tech fest, student's research, and project activities.**
- **Grants and sponsorships from various organizations including Professional Bodies to conduct various Symposiums, Seminars, National and International**

Conferences and other similar activities.

Strategies for Optimal utilization of resources:

Majorly, the funds are utilized under following categories:

- Salaries of teaching and non-teaching staff
- Purchase of Equipment and Infrastructure
- Research and Development
- Faculty and student development Activities
- Maintenance of Infrastructure

The optimal utilization of financial resources is achieved through financial committee atManagement level, College Academic Committee and Department Advisory Committee, Program Assessment Committee.

- The internal and external audit is performed regularly to make sure that the budget is optimally utilized for the purpose it is intended.
- The expenses are utilized based on the budget approvals.
- All purchases are made through quotations, comparative statements and negotiations for procurement of capital equipment and Infrastructure facilities.

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

## 6.5 - Internal Quality Assurance System

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

The Institute's Internal Quality Assurance Cell (IQAC) is asper the guidelines of NAAC. Few of the quality assurancestrategies that are implemented regularly to improve the education quality process are as follows:

1. Academicaudits:

The first significant step as aninitiative of IQAC cell isthrough regular conduct of academic audit. This audit is meant to encourage departments to assess the quality of teaching learning

process followed.

- Hands on Workshops for students& Value-Added courses,
- Faculty development programmes.
- Student participation in inter/intra curricular, co-curricular and extra-curricular activities.
- Faculty participationin national & international conferences/FDPs at various reputed Organisations etc.,
- Grant of seed money to faculty for research activities.
- Conduct of stakeholders meeting, feedback from them oncurriculum design and implementation of corrective measures taken.

**2.Faculty academic enrichment:**

The IQAC cell's second important objective is to increase faculty competence by encouraging them to take NPTEL courses and take part in Professional / subjectexpert programmes.As part of ProfessionalDevelopment Program, during the start of every academic year,newly recruitedfacultywill undergo professional training programs like "English Matters for Masters". Senior professors will provide direction to these faculty members in the development of lecture materials, topic delivery, and Bloom's Taxonomy-based question preparation.The college imparts training for all staff to improve their communication skills, enhancing the quality of instruction and assisting students in their endeavours.

| File Description | Documents |
|---|---|
| Paste link for additional information | Nil |
| 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

To maintain effective teaching and learning for the desired goal, the IQAC has devised a continuous review method for teaching and learning.IQAC is a firm believer in successful planning. Following are few parameters on which review isconducted.

- Curriculum
- Syllabus coverage

- Student feedback
- Mini projects, Projects and internships
- Remedial classes
- Attainment of Cos, POs and PSOs
- Co-curricular Activities
- Academic Calendar
- Student development programmes
- Industrial visits
- Student participation in inter/intra college activities under paper contests, model making
- Faculty Development programmes
- MOOCS/NPTEL/COURSERA certifications by faculty and students
- Professional society Activities
- Student & Faculty Publications
- Faculty Research Activities

The IQAC Cell is making a lot of effort to make significant improvements in quality and post-accreditation quality activities.

| File Description | Documents |
|---|---|
| Paste link for additional information | https://drive.google.com/file/d/1E1CuVCDlT9V1n6LnLN75TCMouVRLXIM1/view?usp=sharing |
| 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://matrusri.edu.in/annual-reports/ |
| 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

Gender issues can be sensitized in college through various activities like seminars, discussions, debates and other forms of arts.

Students apprised of the gender issues during the Self Induction program held for newly admitted students each year. To promote Women Education & Empowerment the college is doing consistent efforts by conducting seminars like "Women Empowerment -Attitude & Altitude" , "Empower Girls for a Brighter Tomorrow".

The college celebrates Women's Day every year to facilitate the global inspiration, engagement and advancement of women in technical disciplines.

| File Description | Documents |
|---|---|
| Annual gender sensitization action plan | http://matrusri.edu.in/wp-content/uploads/2023/02/Annual-Gender-Sensitization-Plan-2022.pdf |
| Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information | https://matrusri.edu.in/special-facilities-provided-for-women/ |

| 7.1.2 - The Institution has facilities for | A. 4 or All of the above |
|---|---|

**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**

| 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

Waste management includes the process of collection, transportation and disposal of garbage and sewage and other waste products. The college believes in creating awareness on environmental responsibility among its students, through various activities. Swach Bharat Campaigns are organized every year by the students. Waste management is very important to maintain an ecofriendly campus.

Waste Management steps include:

Solid waste management:

Different dustbins are provided in the college at all department staff rooms, labs, library, at the entrance of every floor and at the canteen to collect the dry waste and wet waste. Cleaning or emptying the dustbins is done on a regular basis. The garbage and plastic waste, collected by our housekeeping personnel, are handed over to Municipal vehicle that visits the college regularly.

Liquid waste Management:

All waste water lines from toilets, bathrooms, kitchens, and laboratories are connected to the GHMC sewerage lines. The Hazardous Lab chemicals are diluted and stored in plastic containers, segregated by compatibility and are placed at safe place in the laboratory.

E-waste management:

**The E-waste management is as follows (i) disposing off of E-waste through an authorized agency to ensure proper recycling. (ii) Some of the computer peripherals are used for demonstration to the students.**

| File Description | Documents |
|---|---|
| Relevant documents like agreements/MoUs with Government and other approved agencies | View File |
| Geo tagged photographs of the facilities | https://matrusri.edu.in/wp-content/uploads/2022/12/7.1.3-Geo-Tagged-Photographs-of-Facilities.pdf |
| Any other relevant information | 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** | **A. Any 4 or all 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 with trees and plants

**A. Any 4 or All of the above**

| File Description | Documents |
|---|---|
| Geo tagged photos / videos of the facilities | 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 | No File Uploaded |

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

**Cultural Diversities&Regional Diversities:**

The college promotes regionalism by celebrating regional festivals like Telangana Formation Day, Bathukamma, Bonalu, Sankranthi and Rangoli.

Students of Jammu & Kashmir and Ladakh have been allotted seats in Matrusri Engineering College every year by AICTE under "The Prime Minister's Special Scheme (PMSSS) " to pursue various professional UG programs since 2016.

**Linguistic Diversities:**

The promotional events conducted are "Enhancing speaking skills in English-Invited Talk", "Skill developmental program- English proficiency test". A workshopon'pupil to professional' on the importance of soft skills, psychometric tests has been conducted. Matsuri Orators Club, organizes JAM sessions, Group Discussions to improve the communication skills of the students.

**Communal Diversities:**

Various communal events like Dandiya , Rangoli ,Holi , Kite Festivals are conducted. College promotes events like Go greenGanesha , Ganesh Nimarjan, new year celebrations and Anuual Day Celebrations.

The students of various religions are allowed to go to religious places during working hours to peform prayers. The students are

sanctioned optional leaves to celebrate the festivals like Onam, Boxing Day, Guru Gobind Singh's Birthday.

**Socioeconomic and other diversities :**

The college supports the students to improve the socio economic factor by organizing events such as "Building career path", "Global Challenges and opportunities", "Career Planning, Goal Setting, Habit formation, How to lead life, Moral values, Indian Culture", "Motivation cum Personality Development", which help them to improve their employability and entrepreneur skills.

| 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

Institution organizes Annual awareness programs on professional ethics for students, teachers, administrators and other staff. The institution offers a course on Essence of Indian Traditional Knowledge, Human Values and professional ethics, Gender sensitization, Environment Sciences Indian Constitution and Industrial psychology. Also seminars and workshops are conducted on days of national importance on various rights, duties and responsibilities of citizen.

**Values:**

The college establishes policies that reflect core values. Code of conduct is prepared for students and staff and everyone should obey the conduct rules.

**Right:**

The institution has arranged various Seminars/webinars/Workshops/Interactive activities for students to improve their employability skills and also motivate them towards fulfilling the need of society.

**Duties:**

**The institution has always been made aware of the climate and to make a clean healthy environment.**

**Responsibility:**

**The institution has planted sapling of various trees in college to make the environment clean, beautiful, healthy, and sound resistant. Under the NSS Scheme Institute has been working in the rural area to connect with villagers and motivate them for cleaning their village, educate their children, etc.**

| File Description | Documents |
|---|---|
| Details of activities that inculcate values; necessary to render students in to responsible citizens | View File |
| Any other relevant information | View File |

| 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

Institution organizes national and international commemorative days, events and festivals.

Every year Republic Day is celebrated on 26th Jan by organizing activities highlighting the importance of Indian Constitution. Independence Day is also celebrated every year to highlight struggle of freedom and importance of Indian constitution

Constitution Day is celebrated with sensitization of students on responsibility towards the constitutional values, rights, duties and responsibilities of citizens. Students are inspired to contribute in activities on the related themes.

Women's Day: The students organize women's day celebrations to honor and respect the women staff in the college. Institution organised the women health program, the primary goal of the program was to reduceinfant mortality and also the maternal mortality ratio. Guest lectures are organised on technical subjects.

Yoga day: International Day of Yoga is observed on 21st June, to spread awareness about the importance and effects of Yoga on the health. The word 'Yoga' is derived from Sanskrit which means 'to join' or 'to unite'. MECS organizes the day in which all students and faculty participate in Yoga sessions.

| 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.

Best Practice # 1:

TITLE: MATRUSRI MAKERSPACE

- Objective: MatrusriMakerspace is to create a centre of

excellence where students and faculty can turn their ideas into a working model.

- **Context: This facility is created to encourage experiential learning and experimentation.**
- **Practice: The centre is equipped with latest computer systems and software.**
- **Evidence of Success:**

1. **MSME Idea Hackathon 2022 (March/April 2022): Out of 22 projects, 10 were shortlisted and 2 projects were selected by MoMSME for funding**
2. **SIH projects competition (26.03.2022): Out of 35 themes 28 were shortlisted and uploaded for next round of selection.**
3. **Project Expo 2021: Out of 40 projects displayed, 3 projects were awarded 1st, 2nd and 3rd prizes.**

- **Problems encountered: Infrastructure for reverse engineering, high end instrumentation for testing the prototypes.**

**Best Practice # 2:**

**TITLE: Simulated learning Environment For Laboratory Experiments.**

- **Objective: To provide a complete Learning Management System around the Virtual Laboratories**
- **Context: Virtual labs are virtual environments that are designed for various experiments.**
- **Practice: During extensive usage of Virtual Labs MECS is indirectly supporting IIIT Hyderabad and evaluating performance of experiments & debugging activities.**
- **Evidence of success: Students can access a realistic virtual lab from their devices anytime and anywhere.**
- **Problems encountered: While students are practicing experiments related to content beyond syllabus additional resources are to be provided especially in the case of interdisciplinary courses.**

| File Description | Documents |
|---|---|
| Best practices in the Institutional web site | [View File](#) |
| Any other relevant information | **No File Uploaded** |

## 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

**TITLE: To make the students focus on understanding values, nurturing skills and moving towardsknowledge by way of e-Teaching and Learning.**

- **Matrusri Campus Connect (MCC): The college under MCC conducted many activities like Orientation Day, celebrated national and traditional festivals and many programs on save environment, cleanliness, traffic awareness etc**
- **Vivekananda Institute of Human Excellence: Vivekananda Yuva Kendra, organized "Disha Darshanam" (Career guidance) program for SSC passed out students which focused the skills required for the students.**
- **Sathyardhaan: This year the department of S&H offered financial support to attender Chaitanya of Chemistry Lab to pay the school fees of their children**
- **e-Yantra: e-Yantra Robotics Competition was conducted and the winners were given prizes.A One Week Value Added Course on "Arduino Board-Task Based Training" from 7 June to 13 June 2022 was organized in association with HARISYNOM Ltd. on Arduino.**
- **CISCO Networking Academy: Around 1281 students of different branches from II, III & IV years have registered for various courses offered by CISCO of which 810 students got qualified.**
- **Spoken Tutorial: Nearly 1380 students from different branches completed various courseslike, JAVA, HTML, Python, C language through Spoken Tutorial -IIT Bombay.**
- **Free Book Bank: Free books are provided for under privileged students.**
- **Winnou, an Eduportal: It supervises every detail of studentsand the whereabouts of students is messaged to parents.**

| File Description | Documents |
|---|---|
| Appropriate web in the Institutional website | [View File](#) |
| Any other relevant information | **No File Uploaded** |

7.3.2 - Plan of action for the next academic year

- **A journey towards acquiring Autonomous Status for Matrusri Engineering college accredited with A+ grade by NAAC has**

been propelled.

- Focus will be more on Research and Developmentusing the facilities of Matrusri Makerspace and other sophisticated labs to make the students solve complex engineering problems.
- To start consultancy work for Government and Industries.
- To establish new tie ups with reputed industries like DMRL, BDL, ISRO, NRSA and institutes like IITs & NITs.
- To strengthen the association with professional societies like IEEE, IETE, IE, CSI etc.
- To involve the students in making Electric vehicles, Mechatronics, Robots, Production equipment etc.
- To make the institute energy conservative and generate energy from renewable sources thereby enhancing green echo system and bring awareness in the villages adopted by the college about the same.
- To encourage the faculty to attend various conferences and seminarsconducted by institutions like IITs NITs etc.
- To take on more MOUs with industries to achieve research-based solutions.
- Organization of seminars, conferences and workshops on the campus for the faculty and students to upgrade skills.
- Preparation for next NAAC and NBA visits.