



YEARLY STATUS REPORT - 2022-2023

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. **04024074765**
- 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

- Affiliated / Constitution Colleges **Affiliated College**
- Type of Institution **Co-education**
- Location **Urban**

- Financial Status **Self-financing**
- Name of the Affiliating University **Osmania University**
- Name of the IQAC Coordinator **Dr K Sunil Manohar Reddy**
- Phone No. **04024074765**
- Alternate phone No. **04024074765**
- Mobile **9866482481**
- IQAC e-mail address **iqac@matrusri.edu.in**
- Alternate e-mail address **smr@matrusri.edu.in**

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

<https://matrusri.edu.in/wp-content/uploads/2024/02/NAAC-AQAR-2021-22-Re-submitted-Report.pdf>

4. Whether Academic Calendar prepared during the year?

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

<https://matrusri.edu.in/cse-time-table/>

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
Dr N Shribala	MSME Champion's Scheme	MoMSME	2022	199000
Dr N Pavan Kumar	Collaborative Research Scheme	UGC DAEC SR Indore	2023	850000
ECE	MSME Champion's Scheme	MoMSME	2022	250000

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

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

9. No. of IQAC meetings held during the year **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. Research contribution and research funding are improving significantly with continuous monitoring of Research and Development activities by faculty and students in the Institution
2. With continuous encouragement and appropriate mentoring, students participation is improved in hackathons and technical competitions

conducted by MSME, Smart India Hackathon etc

3. Preparing the students efficiently for facing the campus interviews by conducting CRT programs with certified outsourcing Institutions.

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
Promote academic interactions by organizing seminars/workshops and conferences in various departments.	A total of 64 seminars/workshops and conferences were conducted by various departments during 2022-23.
Enriching the curriculum to update knowledge and skills of the students for better job opportunities, by conducting various add-on courses.	A total of 51 Add on/Certificate courses were offered during the year in various departments.
Motivating the faculty to publish research papers in reputed journals	158 papers were published by faculty in the journals notified on UGC website during the year.

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

- Name of the statutory body

Name	Date of meeting(s)
Governing Body	19/11/2022

14. Whether institutional data submitted to AISHE

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Name	Date of meeting(s)
Governing Body	19/11/2022
14.Whether institutional data submitted to AISHE	
Year	Date of Submission
2022-23	19/02/2024
15.Multidisciplinary / interdisciplinary	
<p>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.</p>	
16.Academic bank of credits (ABC):	
<p>As the Institution is an affiliated college of Osmania University, Hyderabad, it has to abide by the University</p>	

Curriculum and scheme of evaluation of Academic credits. Once the university adapts NEP 2020, 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 dissipated to students at various possibilities like course file, PPT, laboratories, Lab manual, Assignment books etc. POs & PEOs are dissipated 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 Number of courses offered by the institution across all programs during the year	283
File Description	Documents
Data Template	View File
2.Student	
2.1 Number of students during the year	2186
File Description	Documents
Data Template	View File
2.2 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	501
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	134

Number of Sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1 Total number of Classrooms and Seminar halls	44
4.2 Total expenditure excluding salary during the year (INR in lakhs)	1040.18
4.3 Total number of computers on campus for academic purposes	834

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 accredited with NBA and NAAC A+ rated and AICTE approved college, and is certified to ISO 9001:2001 implementing the outcome based Education (OBE)scheme .

Curriculum planning:

The OU Board of Studies (BoS) is in charge of creating the curriculum. OU provides the almanac, the institute and department Academic calendars are prepared adhering to OU almanac. This includes guest lectures, seminars, and other academic events along with internal and external exam schedules. The Timetables are prepared and are posted on all department notice boards and published to the Institute website.

Curriculum Delivery

- Faculty members are assigned subjects according to their areas of expertise and experience. They then create lesson plans and course objectives and outcomes for each subject and map them to the POs.

- The class monitoring committee gathers student input on syllabus covering and academic-related issues, and the ERP system is used to keep track of curriculum delivery paperwork.
- Engineering concepts are enhanced by the usage of online e-learning materials such as Learning Management Systems (LMS), Spoken Tutorial (IIT Bombay), and NPTEL videos.
- To improve the notions of engineering knowledge, online e-learning resources like NPTEL videos, IIT Bombay's Spoken Tutorial, and Learning Management Systems (LMS) are used.
- Students are inspired to take part in a range of technological activities.

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 supplies the Almanac. Based on it, the Institute creates the academic calendar and sends it to the departments, where department-specific academic calendars are created.
- The start date of classes, the length of the instruction period, the internal and external exam periods, the vacation period, the deadline for submitting internal grades, the end date of instruction, and the proposed guest lectures, workshops, industrial visits, and training and placement activities are all listed in the academic calendar.
- Every department creates a schedule in accordance with the academic calendar's rules, which are then posted on the institute's website and notice boards.

Conduct of Continuous Internal Evaluation CIE:

- Slip tests, assignments, and internal exams are used to assess students performance.
- Students' performance in the lab is assessed based on their experiments conduction.
- Rubrics are used to evaluate the project work.
- Exam questions are prepared based on the course objectives and updated Blooms Taxonomy levels along with the evaluation

scheme, and key.

- Department exam branch ensures smooth conduct of examinations.
- According to the almanac, CIE marks are submitted to the university website within the allotted time.

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

7

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)

51

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

1945

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

1945

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 curriculum has been incorporated with cross-cutting issues related to Human Values, Professional Ethics, Sustainability,

Environment, and Gender Sensitization through regular courses.

Human Values and Professional Ethics:The relevance of human values and skills, professional satisfaction, the value of trust, and the use of appropriate technology and management techniques to foster harmony in both personal and professional life are all covered in the course on human values and professional ethics.

Environment and Sustainability:Basic information about the environment and related issues is taught in the course Environment and Sustainability. The significance of biological diversity, the preservation of natural resources, the awareness of green technologies, and environmental laws and regulations have all received a lot of attention.

Gender Sensitization:All programs provide the gender sensitization course, which is presented as a fundamental prerequisite to comprehending the delicate demands of a certain gender. The course offers knowledge of gender issues, gender sensibility, the major biological components of gender, and gender from a critical standpoint.

The following is the list of courses which include cross cutting issues as a part of curriculum prescribed by the university:

- Gender sensitization
- Professional practices & Ethics
- Environmental science
- Essence of Indian Traditional knowledge
- Energy Sciences and Engineering
- Indian constitution
- Effective Technical Communication

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

265

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

1836

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

199

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

- The mentor counsels students who are irregular in class and have poor performance in CIE and SEE, also guide and support them to improve.
- Tutorial and remedial classes are conducted.
- Unit wise important questions are given as assignments to the students.
- Additional course material, question banks and video lecture links are provided.
- Slow learners are grouped with advanced learners to execute the project works.

Measures taken to support advanced learners

- University and class toppers are awarded with Gold Medals and Certificates during annual day celebrations.
- Institute is associated with Spoken Tutorial, NPTEL, CISCO and ORACLE Academy and COURSERA which help students to get advanced certifications for skill up-gradation.
- In association with professional bodies, IIC, and ED Cell various events are organized for students to enhance their learning abilities.
- Events like Project Expo and Hackathons are organized, which motivates students to exhibit their academic project models.
- Training & Placement Cell organizes Campus Recruitment Training (CRT) and higher education orientation programs.
- Guiding students to do special internships through Internshala to be industry ready.

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
2186	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 groups for discussions.
- **Technical Presentation:** Present their ideas through 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, IET, 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 using Google 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 and model 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 ReferenceGlobe, Co-Cubes are provided 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 like Google 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

43

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

890

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 the 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.
- 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.
- 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.
- 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 Mission of 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 performance is 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

501

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/2024/02/2.7.1.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)

22.89

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

3

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	Nil

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

64

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

158

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

53

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 college has been actively engaged in conducting extension activities within the neighborhood community, serving as a bridge between academic learning and societal needs. These endeavors aim to sensitize students to prevalent social issues, fostering their holistic development beyond classroom education.

Through various outreach programs, students gain practical exposure and hands-on experience, contributing to their overall growth as socially responsible individuals. These extension activities serve as platforms for students to actively engage with the community, addressing pressing social issues such as poverty, healthcare accessibility, environmental sustainability, and education disparities.

By participating in initiatives such as community service projects, awareness campaigns, and skill-building workshops, students develop empathy, leadership skills, and a deeper understanding of the challenges faced by marginalized populations. The impact of these extension activities extends far beyond the college campus, positively influencing both the students and the community at large. Students emerge from these experiences with a heedful attention of their roles as agents of change and a commitment in making a meaningful difference in society. Simultaneously, the community benefits from the knowledge, skills, and resources contributed by the college, fostering sustainable development and collaborative efforts towards addressing societal challenges.

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

21

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

20

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

2033

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

105

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 of AICTE and Osmania University. The environment is serene, lush green and eco-friendly. The facilities available 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. Facilities are available to address content beyond syllabus, projects and research activities.
- Institution has facilities like Center of Excellence for Electric Vehicles, CISCO Networking 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 with seating 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 digital library with 25 systems, accessible NDL, SWAYAM lecture videos. Staff and students are able to access online journals through IEEE, ASME, ASCE, DELNET, JGATE. Each department is equipped with 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 extracurricular 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.

44

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

44

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

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

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

in lakhs)

395.92

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)

22.31

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

547

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 125 desktop computers for academic purpose.
- 46 Wi-Fi access points spread across the campus network.
- Upgraded internet bandwidth of 70 Mbps in 2015 to 110 Mbps in 2017 and to 280 Mbps in 2019 and to 725Mbps to 2022-2023.
- Procured Microsoft Image subscription license 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.
- 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 existing 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

652

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

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

the Institution

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure**4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)****4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)**

540.64

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 support facilities, infrastructure maintenance and its utilization. Each facility has a supervisor to look after the maintenance and a log register is used to record maintenance 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 administrator looks after maintenance of 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

989

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

81

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

2186

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

2186

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

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

A. All of the above

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

246

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

45

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

58

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.**

12

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&oid=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

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. Om Srivatsava from ECE actively participated and guided our students for MSME IDEA Hackathons 2022.

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 C. 3 Lakhs - 4Lakhs (INR in Lakhs)

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

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.

Perspective Plans: The Strategic Plan for 2022-2027 is currently being implemented. Achieving higher academic standards, better placements, improved R&D, Industry-Institute Interaction, attract better human resources are key strategic factors.

Participation of the teachers in the decision-making bodies: Faculty are represented on the Board of Governors, Academic Council, Board of Studies, IQAC, etc. Faculty are also represented as members of various other committees, viz., Anti Ragging, Grievances, and Redressal, Industry-Institute Interaction, etc.

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

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

Decentralization and Participative management: The institution has decentralized and transparent mechanism in management, administration, financial and academic affairs. This mechanism is delegating appropriate responsibilities from the top level management to low level and allows the top management to focus on policy making and major decisions. The Governing Body is the highest decision-making body which formulates/ amends rules and regulations, delegates powers and responsibilities to various Committees, Principal, Heads of the Departments (HoDs), Heads of the Sections. The constitution of statutory committees like Governing Body, Academic Council, Finance Committee, IQAC are systematically carried out with specified functions and responsibilities as per the requirements to the regulatory/statutory bodies. These committees play a major role in policy making of governance, academics, finance, research and teaching learning. The Principal and HODs have been given the authority to make decisions on daily operations by the management.

The stakeholders participate in the following committees and

contribute to the decision-making.

Participatory Management System for academic and administrative activities

- Governing Body Meeting
- College Academic Council
- 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 2021-2025 with 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- 5: Encouraging student summer Internships Programmes in reputed organizations.

The notable improvement in student summer internship programs in reputed organizations during the academic year 2022-23 reflected a commitment to providing interns with valuable learning experiences, mentorship, and professional development opportunities. By continually refining and enhancing these programs, organizations played a pivotal role in shaping the next generation of talented professionals and fostering a culture of excellence.

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	View File

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

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

- Availability of Casual, Special Casual Leaves in a calendar year.
- Provision for CCLs, ELs, Maternity Leave and summer vacation.
- Commuted leave facility of 20 half days (= 10 full days) per year on medical grounds.
- EPF contribution by management.
- 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 on IT enabled skills and soft skills for non-teaching staff.
- Best teacher awards to encourage teaching staff.
- ESI-facility for all the eligible staff members.
- Festival Advance for non-teaching staff.
- Canteen facility
- Sports, gymnasium, Yoga and Recreation facilities for staff
- The institution organizes health awareness camps and free health checkups.
- A health clinic and ambulance facility.
- Partial reimbursement of health insurance policy premium.

Professional growth welfare schemes:

- Financial Support for attending FDP, Refresher courses, workshops and for publications in journals & conferences, patents and NPTEL courses etc.,

- Financial assistance for Professional body memberships.
- OD for attending conferences, seminars, FDPs and research work.
- Financial Support for travel grants for faculty mentors to attend the hackathons and competitions.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/17CdbJ_rInHZNlLKpgsyojAEu-yBk14G3/view
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

136

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

20

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

92

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	Nil
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

The Institute has assigned an internal audit team that reviews things of both income and expenditure. The team verifies all the accounts and scrutiny all the financial transactions on a regular basis and also the audit team observe the process of all recorded financial transactions on daily and monthly basis. The Institute has also appointed external Auditors who scrutinize primarily incoming financial statements through student fee payments, funds or grants received from any government agencies, and alumni, after that verify Expenditure statements and schedules of balance sheets. Verify the all the vouchers, cash payment and connected recorded accounts and documents, bank reconciliation statements, online payments, verify the account books, purchase orders, gross.

External auditor verify utilization of annual budget of institute and after the audited the all financial statements by the external, the institute keep posting financial statements in website and also sent to the statutory and regularity bodies.

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)

1.67

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 at Management 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

As per the perspective plan, the major focus of the institute is on empowering the student as well as faculty with the latest knowledge and skill. IQAC has contributed significantly in implementing the strategies and processes in this regard. IQAC has implemented two strategies:

1. Knowledge Beyond Curriculum and
2. Skill Development Programs

To have a good career, pursue higher studies or for being a successful entrepreneur, it is essential for students to gain knowledge beyond curriculum and develop or acquire necessary skills. Keeping this in mind, IQAC has initiated to the Institute's Innovation Council (IIC)-MECS to conduct various motivational session by successful entrepreneur/start-up founder under the self driven activity. IQAC has also asked various departments to float the Soft Skills, Certificate and Value-Added Courses and various talks including awareness of New Education Policy (NEP) for students.

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

The institution regularly reviews the teaching-learning process and its outcomes through:.

1. **Course Monitoring:**Conducted regularly to enhance teaching and learning outcomes, in line with recommendations from IQAC cell.
2. **Course End Feedback:**Course end feedback is collected by concerned course faculty at the end of course delivery in each semester from all students.
3. **Semester-End Feedback:**Collected at the end of semester to enhance teaching and learning outcomes, aligned with IQAC cell recommendations.
4. **Program-Exit survey:**Program Exit Survey is conducted regularly and based on students suggestions, modifications in curriculum, introduction of new courses, developments in infrastructure, and up-gradation of labs are done.

Research and Innovation: MECS-IQAC promotes research culture and innovation among students by supporting project competitions and participation in nationallevel competitions like UBA, YUKTI,and SIH.Students receive funding for these events. Additionally, MECS provides funding for faculty to publish in reputable conferences and journals.

By adopting to reforms and conducting reviews, a lot of incremental improvement has been observed in various activities:

1. Faculty members and students have published their researchwork in quality journals and conferences such as SCI, UGCCARE, Scopus, Springer, IEEE and Elsevier.
2. Increase in the number of copyrights and patents registeredby faculty members and students to 22.

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

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

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 on Women Empowerment and Women Health.

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	https://matrusri.edu.in/annual-gender-sensitization-program/
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. Swachh 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-wastethrough 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://drive.google.com/file/d/1WdtORlkbV870yt81M9UYT7vQhO_h8DEU/view
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 " Public Speaking ,Goal Setting, Leadership Skills". Matrusri Orators Club organizes JAM sessions, Group Discussions to improve the communication skills of students.

Communal Diversities:

Various communal events like Dandiya , Rangoli ,Holi , Kite Festivals are conducted. College promotes events like Go green Ganesha, Ganesh Nimarjan, New year celebrations and Annual Day Celebrations. Students of various religions are allowed to go to religious places during working hours to perform prayers. Students are sanctioned optional leaves to celebrate festivals like Onam, Boxing Day, Guru Gobind Singh's Birthday.

Socioeconomic and other diversities:

The college supports the students to improve 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", "Personality Development", which help them to improve their employability and entrepreneurs 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.

Rights: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 sampling of various desi 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

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 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 reduce infant 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: Matrusri Makerspace 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 2.0 conducted in Nov/Dec. 2022: 14 ideas have been short listed (out of 32) and uploaded for funding.
2. MSME Idea Hackathon Awareness programs conducted at other colleges viz. ISL Engineering College, Bhoj Reddy Engineering college for women.

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 towards knowledge by way of e-Teaching and Learning.

Matrusri Campus Connect (MCC): In the academic year 2022-23 MCC spurred up the social responsibility and multicultural brotherhood among the students by conducting various philanthropic, social and ethnic activities that included Kite Festival, Rangoli competitions, Republic Day, Women's Day Celebrations, Annual Cultural Fest URVI, Ganesh festival and Nimarjan, Novato fiesta - Freshers' Day.

Sathyardhaan: This year on the occasion of Independence Day, a team visited an Orphanage home, "Safe Charitable Foundation" and donated groceries worth of 20,000 rupees. The team spent time with the residents there and the atmosphere was joyful.

e-Yantra: Our Team participated in IEEE SB Project Expo- 22 held at Sasi Institute of Technology & Engineering, Tadepalligudem on 4th Nov 2022 and received Consolidated prize for the project, "Magnetic line following wheel chair robot."

CISCO Networking Academy: For the academic year 2022-23, around 302 students completed three different courses, IT Essentials, CCNA and Cyber Security Essentials.

WITHYOU: This organization is a youth driven, non-profit organization working for the betterment of society in various aspects. Registered as an NGO in 2015, K V Phanindra as its president just with a team of 6 members has spread its strength to 300+ active social workers within a couple of years.

Spoken Tutorial: During academic year 2022-2023, 1931 students completed courses like JAVA, HTML, Python, C language through Spoken Tutorial - IIT Bombay.

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 accredited with NBA and NAAC A+ rated and AICTE approved college, and is certified to ISO 9001:2001 implementing the outcome based Education (OBE) scheme

Curriculum planning:

The OU Board of Studies (BoS) is in charge of creating the curriculum. OU provides the almanac, the institute and department Academic calendars are prepared adhering to OU almanac. This includes guest lectures, seminars, and other academic events along with internal and external exam schedules. The Timetables are prepared and are posted on all department notice boards and published to the Institute website.

Curriculum Delivery

- Faculty members are assigned subjects according to their areas of expertise and experience. They then create lesson plans and course objectives and outcomes for each subject and map them to the POs.
- The class monitoring committee gathers student input on syllabus covering and academic-related issues, and the ERP system is used to keep track of curriculum delivery paperwork.
- Engineering concepts are enhanced by the usage of online e-learning materials such as Learning Management Systems (LMS), Spoken Tutorial (IIT Bombay), and NPTEL videos.
- To improve the notions of engineering knowledge, online e-learning resources like NPTEL videos, IIT Bombay's Spoken Tutorial, and Learning Management Systems (LMS) are used.
- Students are inspired to take part in a range of technological activities.

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 supplies the Almanac. Based on it, the Institute creates the academic calendar and sends it to the departments, where department-specific academic calendars are created.
- The start date of classes, the length of the instruction period, the internal and external exam periods, the vacation period, the deadline for submitting internal grades, the end date of instruction, and the proposed guest lectures, workshops, industrial visits, and training and placement activities are all listed in the academic calendar.
- Every department creates a schedule in accordance with the academic calendar's rules, which are then posted on the institute's website and notice boards.

Conduct of Continuous Internal Evaluation CIE:

- Slip tests, assignments, and internal exams are used to assess students performance.
- Students' performance in the lab is assessed based on their experiments conduction.
- Rubrics are used to evaluate the project work.
- Exam questions are prepared based on the course objectives and updated Blooms Taxonomy levels along with the evaluation scheme, and key.
- Department exam branch ensures smooth conduct of examinations.
- According to the almanac, CIE marks are submitted to the university website within the allotted time.

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

<p>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</p>	<p>A. All of the above</p>								
<table border="1"> <thead> <tr> <th data-bbox="92 689 531 757">File Description</th> <th data-bbox="539 689 1396 757">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="92 757 531 936">Details of participation of teachers in various bodies/activities provided as a response to the metric</td> <td data-bbox="539 757 1396 936" style="text-align: center;">View File</td> </tr> <tr> <td data-bbox="92 936 531 1003">Any additional information</td> <td data-bbox="539 936 1396 1003" style="text-align: center;">View File</td> </tr> </tbody> </table>	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			
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								
<p>1.2 - Academic Flexibility</p>									
<p>1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented</p>									
<p>1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented</p>									
<p>7</p>									
<table border="1"> <thead> <tr> <th data-bbox="92 1339 531 1406">File Description</th> <th data-bbox="539 1339 1396 1406">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="92 1406 531 1473">Any additional information</td> <td data-bbox="539 1406 1396 1473" style="text-align: center;">No File Uploaded</td> </tr> <tr> <td data-bbox="92 1473 531 1574">Minutes of relevant Academic Council/ BOS meetings</td> <td data-bbox="539 1473 1396 1574" style="text-align: center;">View File</td> </tr> <tr> <td data-bbox="92 1574 531 1686">Institutional data in prescribed format (Data Template)</td> <td data-bbox="539 1574 1396 1686" style="text-align: center;">View File</td> </tr> </tbody> </table>	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	
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								
<p>1.2.2 - Number of Add on /Certificate programs offered during the year</p>									
<p>1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)</p>									
<p>51</p>									

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

1945

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

1945

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 curriculum has been incorporated with cross-cutting issues related to Human Values, Professional Ethics, Sustainability, Environment, and Gender Sensitization through regular courses.

Human Values and Professional Ethics:The relevance of human values and skills, professional satisfaction, the value of trust, and the use of appropriate technology and management techniques to foster harmony in both personal and professional life are all covered in the course on human values and professional ethics.

Environment and Sustainability:Basic information about the environment and related issues is taught in the course Environment and Sustainability. The significance of biological diversity, the preservation of natural resources, the awareness of green technologies, and environmental laws and regulations

have all received a lot of attention.

Gender Sensitization:All programs provide the gender sensitization course, which is presented as a fundamental prerequisite to comprehending the delicate demands of a certain gender. The course offers knowledge of gender issues, gender sensibility, the major biological components of gender, and gender from a critical standpoint.

The following is the list of courses which include cross cutting issues as a part of curriculum prescribed by the university:

- Gender sensitization
- Professional practices & Ethics
- Environmental science
- Essence of Indian Traditional knowledge
- Energy Sciences and Engineering
- Indian constitution
- Effective Technical Communication

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

265

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

1836

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

199

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

- The mentor counsels students who are irregular in class and have poor performance in CIE and SEE, also guide and support them to improve.
- Tutorial and remedial classes are conducted.
- Unit wise important questions are given as assignments to the students.
- Additional course material, question banks and video lecture links are provided.
- Slow learners are grouped with advanced learners to execute the project works.

Measures taken to support advanced learners

- University and class toppers are awarded with Gold Medals and Certificates during annual day celebrations.
- Institute is associated with Spoken Tutorial, NPTEL, CISCO and ORACLE Academy and COURSEERA which help students to get advanced certifications for skill up-gradation.
- In association with professional bodies, IIC, and ED Cell various events are organized for students to enhance their learning abilities.
- Events like Project Expo and Hackathons are organized, which motivates students to exhibit their academic project models.
- Training & Placement Cell organizes Campus Recruitment Training (CRT) and higher education orientation programs.
- Guiding students to do special internships through Internshala to be industry ready.

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
2186	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 groups for discussions.**
- **Technical Presentation: Present their ideas through 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 using Google 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 and model 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 ReferenceGlobe, Co-Cubes are provided 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 like Google 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

43

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

890

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 the 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.
- 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.
- 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.
- 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 Mission of 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 performance is 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

501

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/2024/02/2.7.1.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)

22.89

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

3

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	Nil

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

64

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**

158

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**

53

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 college has been actively engaged in conducting extension activities within the neighborhood community, serving as a bridge between academic learning and societal needs. These endeavors aim to sensitize students to prevalent social issues, fostering their holistic development beyond classroom education.

Through various outreach programs, students gain practical exposure and hands-on experience, contributing to their overall growth as socially responsible individuals. These extension activities serve as platforms for students to actively engage

with the community, addressing pressing social issues such as poverty, healthcare accessibility, environmental sustainability, and education disparities.

By participating in initiatives such as community service projects, awareness campaigns, and skill-building workshops, students develop empathy, leadership skills, and a deeper understanding of the challenges faced by marginalized populations. The impact of these extension activities extends far beyond the college campus, positively influencing both the students and the community at large. Students emerge from these experiences with a heedful attention of their roles as agents of change and a commitment in making a meaningful difference in society. Simultaneously, the community benefits from the knowledge, skills, and resources contributed by the college, fostering sustainable development and collaborative efforts towards addressing societal challenges.

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

21

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

20

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**

2033

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**

105

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 of AICTE and Osmania University. The environment is serene, lush green and eco-friendly. The facilities available 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. Facilities are available to address content beyond syllabus, projects and research activities.
- Institution has facilities like Center of Excellence for Electric Vehicles, CISCO Networking 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 with seating 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 digital library with 25 systems, accessible NDL, SWAYAM lecture videos. Staff and students are able to access online journals through IEEE, ASME, ASCE, DELNET, JGATE. Each department is equipped with 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 extracurricular 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.

44

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

44

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

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

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

395.92

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)

22.31

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

547

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 125 desktop computers for academic purpose.
- 46 Wi-Fi access points spread across the campus network.
- Upgraded internet bandwidth of 70 Mbps in 2015 to 110 Mbps in 2017 and to 280 Mbps in 2019 and to 725Mbps to 2022-2023.
- Procured Microsoft Image subscription license 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.
- 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 existing 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

652

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	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

540.64

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 support facilities, infrastructure maintenance and its utilization. Each facility has a supervisor to look after the maintenance and a log register is used to record maintenance 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 administrator looks after maintenance of 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

989

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

81

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

2186

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

2186

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

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

A. All of the above

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

246

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**

45

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**

58

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.**

12	
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
<p>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)</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>Institute level Committees:</p> <ul style="list-style-type: none"> • 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

21

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. Om Srivatsava from ECE actively participated and guided our students for MSME IDEA Hackathons 2022.

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) C. 3 Lakhs - 4Lakhs

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.

Perspective Plans: The Strategic Plan for 2022-2027 is currently being implemented. Achieving higher academic standards, better placements, improved R&D, Industry-Institute Interaction, attract better human resources are key strategic factors.

Participation of the teachers in the decision-making bodies: Faculty are represented on the Board of Governors, Academic Council, Board of Studies, IQAC, etc. Faculty are also represented as members of various other committees, viz., Anti Ragging, Grievances, and Redressal, Industry-Institute Interaction, etc.

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

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

Decentralization and Participative management: The institution has decentralized and transparent mechanism in management, administration, financial and academic affairs. This mechanism is delegating appropriate responsibilities from the top level management to low level and allows the top management to focus on policy making and major decisions. The Governing Body is the highest decision-making body which formulates/ amends rules and regulations, delegates powers and responsibilities to various Committees, Principal, Heads of the Departments (HoDs), Heads of the Sections. The constitution of statutory committees like Governing Body, Academic Council, Finance Committee, IQAC are systematically carried out with specified functions and responsibilities as per the requirements to the regulatory/statutory bodies. These committees play a major role in policy making of governance, academics, finance, research and teaching learning. The Principal and HODs have been given the authority to make decisions on daily operations by the management.

The stakeholders participate in the following committees and contribute to the decision-making.

Participatory Management System for academic and administrative activities

- Governing Body Meeting
- College Academic Council
- 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 2021-2025 with 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- 5: Encouraging student summer Internships Programmes in reputed organizations.

The notable improvement in student summer internship programs in reputed organizations during the academic year 2022-23 reflected a commitment to providing interns with valuable learning experiences, mentorship, and professional development opportunities. By continually refining and enhancing these

programs, organizations played a pivotal role in shaping the next generation of talented professionals and fostering a culture of excellence.

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	View File

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

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

- Availability of Casual, Special Casual Leaves in a calendar year.

- Provision for CCLs, ELs, Maternity Leave and summer vacation.
- Commuted leave facility of 20 half days (= 10 full days) per year on medical grounds.
- EPF contribution by management.
- 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 on IT enabled skills and soft skills for non-teaching staff.
- Best teacher awards to encourage teaching staff.
- ESI-facility for all the eligible staff members.
- Festival Advance for non-teaching staff.
- Canteen facility
- Sports, gymnasium, Yoga and Recreation facilities for staff
- The institution organizes health awareness camps and free health checkups.
- A health clinic and ambulance facility.
- Partial reimbursement of health insurance policy premium.

Professional growth welfare schemes:

- Financial Support for attending FDP, Refresher courses, workshops and for publications in journals & conferences, patents and NPTEL courses etc.,
- Financial assistance for Professional body memberships.
- OD for attending conferences, seminars, FDPs and research work.
- Financial Support for travel grants for faculty mentors to attend the hackathons and competitions.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/17CdbJ_rInHZN1LKpgsyojAEu-yBk14G3/view
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

136

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**

20

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**

92

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	Nil
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

The Institute has assigned an internal audit team that reviews things of both income and expenditure. The team verifies all the accounts and scrutiny all the financial transactions on a regular basis and also the audit team observe the process of all recorded financial transactions on daily and monthly basis. The Institute has also appointed external Auditors who scrutinize primarily incoming financial statements through student fee payments, funds or grants received from any government agencies, and alumni, after that verify Expenditure statements and schedules of balance sheets. Verify the all the vouchers, cash payment and connected recorded accounts and documents, bank reconciliation statements, online payments, verify the account books, purchase orders, gross.

External auditor verify utilization of annual budget of institute and after the audited the all financial statements by the external, the institute keep posting financial statements in website and also sent to the statutory and regularity bodies.

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)

1.67

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 at Management 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

As per the perspective plan, the major focus of the institute is on empowering the student as well as faculty with the latest knowledge and skill. IQAC has contributed significantly in

implementing the strategies and processes in this regard. IQAC has implemented two strategies:

1. Knowledge Beyond Curriculum and
2. Skill Development Programs

To have a good career, pursue higher studies or for being a successful entrepreneur, it is essential for students to gain knowledge beyond curriculum and develop or acquire necessary skills. Keeping this in mind, IQAC has initiated to the Institute's Innovation Council (IIC)-MECS to conduct various motivational sessions by successful entrepreneur/start-up founder under the self-driven activity. IQAC has also asked various departments to float the Soft Skills, Certificate and Value-Added Courses and various talks including awareness of New Education Policy (NEP) for students.

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

The institution regularly reviews the teaching-learning process and its outcomes through:

1. **Course Monitoring:** Conducted regularly to enhance teaching and learning outcomes, in line with recommendations from IQAC cell.
2. **Course End Feedback:** Course end feedback is collected by concerned course faculty at the end of course delivery in each semester from all students.
3. **Semester-End Feedback:** Collected at the end of semester to enhance teaching and learning outcomes, aligned with IQAC cell recommendations.
4. **Program-Exit survey:** Program Exit Survey is conducted regularly and based on students suggestions, modifications in curriculum, introduction of new courses, developments in infrastructure, and up-gradation of labs are done.

Research and Innovation: MECS-IQAC promotes research culture and innovation among students by supporting project competitions and participation in national level competitions like UBA, YUKTI, and SIH. Students receive funding for these events. Additionally, MECS provides funding for faculty to publish in reputable conferences and journals.

By adopting to reforms and conducting reviews, a lot of incremental improvement has been observed in various activities:

1. Faculty members and students have published their researchwork in quality journals and conferences such as SCI, UGCCARE, Scopus, Springer, IEEE and Elsevier.
2. Increase in the number of copyrights and patents registered by faculty members and students to 22.

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

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

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 on Women Empowerment and Women Health.

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	https://matrusri.edu.in/annual-gender-sensitization-program/
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. Swachh 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-wastethrough 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://drive.google.com/file/d/1WdtORlkbV870yt81M9UYT7vQhO_h8DEU/view
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 " Public Speaking ,Goal Setting, Leadership Skills". Matrusri Orators Club organizes JAM sessions, Group Discussions to improve the communication skills of students.

Communal Diversities:

Various communal events like Dandiya , Rangoli ,Holi , Kite Festivals are conducted. College promotes events like Go green Ganesha, Ganesh Nimarjan, New year celebrations and Anuual Day Celebrations. Students of various religions are allowed to go to religious places during working hours to peform prayers. Students are sanctioned optional leaves to celebrate festivals like Onam, Boxing Day, Guru Gobind Singh's Birthday.

Socioeconomic and other diversities:

The college supports the students to improve socio economicfactor 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", "Personality Development", which help them to improve their employability and entrepreneurskills.

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.

Rights: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 sampling of various desi 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 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 reduce infant 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: Matrusri Makerspace 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 2.0 conducted in Nov/Dec. 2022: 14 ideas have been short listed (out of 32) and uploaded for funding.
2. MSME Idea Hackathon Awareness programs conducted at other colleges viz. ISL Engineering College, Bhoj Reddy Engineering college for women.

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 towards knowledge by way of e-Teaching and Learning.

Matrusri Campus Connect (MCC): In the academic year 2022-23 MCC spurred up the social responsibility and multicultural brotherhood among the students by conducting various philanthropic, social and ethnic activities that included Kite Festival, Rangoli competitions, Republic Day, Women's Day Celebrations, Annual Cultural Fest URVI, Ganesh festival and Nimarjan, Novatofiesta - Freshers' Day.

Sathyardhaan: This year on the occasion of Independence Day, a team visited an Orphanage home, "Safe Charitable Foundation" and donated groceries worth of 20,000 rupees. The team spent time with the residents there and the atmosphere was joyful.

e-Yantra: Our Team participated in IEEE SB Project Expo- 22 held at Sasi Institute of Technology & Engineering, Tadepalligudem on 4th Nov 2022 and received Consolidated prize for the project, "Magnetic line following wheel chair robot."

CISCO Networking Academy: For the academic year 2022-23, around 302 students completed three different courses, IT Essentials, CCNA and Cyber Security Essentials.

WITHYOU: This organization is a youth driven, non-profit organization working for the betterment of society in various aspects. Registered as an NGO in 2015, K V Phanindra as its president just with a team of 6 members has spread its strength to 300+ active social workers within a couple of years.

Spoken Tutorial: During academic year 2022-2023, 1931 students completed courses like JAVA, HTML, Python, C language through Spoken Tutorial - IIT Bombay.

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

7.3.2 - Plan of action for the next academic year

- To determine and prescribe own courses of study and syllabi, and offer student-centric wide choice in courses, wide range of electives and freedom in choice of

courses upon acquiring autonomous status.

- Focus on Research and Development using 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 linkages 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 seminars conducted 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.