



Yearly Status Report - 2016-2017

Part A

Data of the Institution

1. Name of the Institution	VIGNAN'S INSTITUTE OF INFORMATION TECHNOLOGY
Name of the head of the Institution	Dr. C. Narasimham
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	08912755222
Mobile no.	9866399921
Registered Email	vignaniit@yahoo.com
Alternate Email	iqac@vignanvizag.com
Address	Vignan's Institute of Information Technology Beside VSEZ Duvvada
City/Town	Visakhapatnam

State/UT	Andhra Pradesh
Pincode	530049
2. Institutional Status	
Autonomous Status (Provide date of Conformant of Autonomous Status)	28-Feb-2017
Type of Institution	Co-education
Location	Urban
Financial Status	Self financed
Name of the IQAC co-ordinator/Director	Dr. K. Venkata Rao
Phone no/Alternate Phone no.	08912755222
Mobile no.	9866386587
Registered Email	iqac@vignanvizag.com
Alternate Email	vignaniit@yahoo.com
3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	http://www.vignaniit.com/downloads/AQAR%2016-17.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	https://vignaniit.edu.in/Academic%20Calendars_2016-17.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B	2.54	2012	10-Mar-2012	09-Mar-2017

6. Date of Establishment of IQAC

11-Jun-2012

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture

Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
WORKSHOP ON INTRODUCTION TO ENTREPRENEURSHIP DEVELOPMENT	08-Dec-2016 1	450

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8. Provide the list of Special Status conferred by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institution	FIST	DST	2016 1826	4500000
Dr Srinivasa Naik	Science and Engineering Research Board	DST	2016 1095	4442389

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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	1
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
12. Significant contributions made by IQAC during the current year(maximum five bullets)	
<p>The institute was accredited by NAAC in the year 2012 and since then the institute has religiously undertaken quality management processes to ensure consistent quality of services offered at various levels. IQAC meets once a quarter to appraise the quality measurement parameters and to provide course corrections wherever necessary. The qualitative and quantitative measures undertaken have resulted in consistent good outcomes regarding all the objectives set out by the institution. The following are the significant contributions made by IQAC during the current year:</p> <ul style="list-style-type: none"> • Framing of Targets for Research Outputs: The IQAC has designed the benchmarks for Research Output and set target to the entire faculty to achieve the organizational objectives of the institute. Suitable Incentives have been instituted in order to encourage faculty who have undertaken quality research. An external team from other departments has to audit once in a semester of the availability of equipment suitable for research and their upkeep and maintenance and also the progress of research especially funded projects. • Introduction of Course files to improve teaching process: It has been introduced the concept of course file which comprises with Syllabus, Lesson plan, Course material, sources of material, assessment questionnaire, COPO mappings etc.. As a result of this, the faculty have been prepared all the course files for all the course resulted with well preparedness and produced good results. • Introduced regular quality audit on internal evaluation. The team IQAC conducts an internal Quality audit periodically on internal examination Question Papers and verifies the blooms taxonomy, quality of question paper and the quality assessment etc. • Maintenance system of the campus - IQAC has established a maintenance and monitoring system for ambiance, neatness, hygiene on campus. The system is well developed and any complaints on maintenance is attended within 48 hours and reported back. • ISO Certification System: All the above systems, processes are certified for ISO compliance and the institute has the unique recognition of being the only 	

educational institution to have a combination of ISO 9001:2015, ISO 14001:2015 and OHSAS 18001:2007 which speaks volumes of its emphasis on and implementation of quality measures.

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

Plan of Action	Achivements/Outcomes
To Increase Research Output	In order to increase the research output, design bench marks and set targets to all the faculty. Research incentives has been initiated
Introduction of Course files to improve teaching process	It has been introduced the concept of course file which comprises with Syllabus, Lesson plan, Course material, sources of material, assessment questionnaire, COPO mappings etc.. As a result of this, the faculty have been prepared all the course files for all the course resulted with well preparedness and produced good results.
To conduct Quality audit on Internal Assessment	In order to improve the quality stadandered of internal question papers, it is proposed to conduc quality audit on Internal Question papers and evaluation of internal examinations.
To improve the quality standards of Maintenance system of the campus	It is proposed to ontroduce online mechanism for taking complains on infrastructure. in order to strengthen the system, it is planing to automate the process of verification process at various levels
To conduct ISO Certification System	In order to strengthen the quality audit process, it is planning to conduct ISO audit
NAAC Accreditation	To initiate the process of renewal of the NAAC accreditation and UGC Autonomous status of the institute
Improvement of ICT facilitties	To strengthen the ICT enabled tools for all the class rooms and Laboratories
UGC Autonomous status	To apply for UGC autonomous status

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14. Whether AQAR was placed before statutory body ?	Yes				
<table> <tr> <th>Name of Statutory Body</th><th>Meeting Date</th></tr> <tr> <td>Governing Body</td><td>05-Jun-2017</td></tr> </table>	Name of Statutory Body	Meeting Date	Governing Body	05-Jun-2017	
Name of Statutory Body	Meeting Date				
Governing Body	05-Jun-2017				
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	Yes				
Date of Visit	15-Jun-2017				
16. Whether institutional data submitted to AISHE:	Yes				
Year of Submission	2017				
Date of Submission	05-Jan-2017				
17. Does the Institution have Management Information System ?	Yes				
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	Yes, Vignans Institute of Information Technology is having Management Information System.				

Part B			
CRITERION I - CURRICULAR ASPECTS			
1.1 - Curriculum Design and Development			
1.1.1 - Programmes for which syllabus revision was carried out during the Academic year			
Name of Programme	Programme Code	Programme Specialization	Date of Revision
BTech	01	Civil Engineering	03/06/2016
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1.1.2 - Programmes/ courses focussed on employability/ entrepreneurship/ skill development during the Academic year

Programme with Code	Programme Specialization	Date of Introduction	Course with Code	Date of Introduction
BTech	Civil Engineering	09/01/2011	BASIC ELECTRICAL ELECTRONICS ENGINEERING : RT21011	03/06/2016

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1.2 - Academic Flexibility

1.2.1 - New programmes/courses introduced during the Academic year

Programme/Course	Programme Specialization	Dates of Introduction
BTech	Civil Engineering	03/06/2013

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1.2.2 - Programmes in which Choice Based Credit System (CBCS)/Elective Course System implemented at the College level during the Academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BTech	Civil Engineering	03/06/2016
BTech	Electrical and Electronics Engineering	01/06/2016
BTech	Mechanical Engineering	28/05/2016
BTech	Electronics and Communication Engineering	07/07/2016
BTech	Computer Science and Engineering	01/06/2016
BTech	Information Technology	30/05/2016
BTech	Electronics and Computer Engineering	16/05/2018
Mtech	Machine Design	11/05/2016
Mtech	Software Engineering	28/05/2016

Mtech	Digital Electronics and Communication Systems	06/06/2016
Mtech	Information Technology	30/05/2016
Mtech	Power and Industrial Drives	01/06/2016
Mtech	Computer Science and Engineering	20/05/2016
Mtech	Electronics and Communication Engineering	30/05/2016
MBA	Master of Business Administration	26/05/2016
MCA	Master of Computer Application	20/05/2016

1.3 - Curriculum Enrichment

1.3.1 - Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
PLASTIC WASTE MANAGEMENT	01/06/2016	79

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1.3.2 - Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BTech	Civil Engineering	125

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1.4 - Feedback System

1.4.1 - Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 - How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained

The institute is strongly believe that the ultimate aim of stakeholders feedback is to get useful insights for the purpose of improvement the overall development of the institute including Curriculum development, improvement of teaching learning process etc. The institute follows a structured mechanism for collection of feedback from its various stakeholders. The feedback is shared with the Department Advisory Committee (DAC) and points are discussed and presented to Academic Monitoring Committee (AMC) headed by the Principal for further analysis and implementation. Before finalisation of curriculum, feedback is collected from all stakeholders (students, alumni, employers, and faculty). The collected feedback is analysed and incorporated in new curriculum to the best of the possibilities. Students - Anonymous feedback is collected through online and offline once in every semester on the relevance of different topics, difficulty level of topics and scope for further enrichment of the programme, sufficiency of time for conduct of regular and enriched programmes etc. The main aim of the student input in enhancing the quality of the teaching-learning environment cannot be overstated. During the academic year 2017-18, the institute solicited comments from students of many disciplines. Their recommendations are analysed and presented to the Academic Council for debate and possible implementation into the curriculum. Faculty Members - Formally, it is taken once every semester and informally, the feedback is collected during the HoDs meet. It is also done during the BoS meetings with respect to the weightage allotted for different concepts, linkage between theory and lab, difficulty faced in incorporating enrichment programmes into the regular curriculum, etc., Employers - The performance of graduates, their knowledge and skill gaps and suggestions made for rectification are taken at the time of the employer's visit during interviews, guest lectures, seminars and workshops. Formal feedback is also sought from the industry through online mechanism. Alumni - Feedback is taken at annual alumni meetings about their performance and the gaps identified. VIIT assists in bringing the alumni community together on a shared platform to create another channel of personal and professional support for members through 'self-help within the community. Through events, guest lectures, reunions, and networking opportunities, the VIIT attempts to keep Alumni engaged to the institution. Parents - Formal feedback is taken from the parents during the parents meetings once every semester regarding student progression and the sufficiency of the current curriculum. Based on the feedback collected periodically, the institute contributes to the institute towards affecting changes like syllabus revision, Curriculum Enrichment, Introduction of new courses into the institute curriculum etc. Internal Quality Assurance Cell (IQAC) provides a crucial and significant commitment to improving educational quality and focuses the institutional activities and measures on achieving academic excellence.

CRITERION II - TEACHING- LEARNING AND EVALUATION

2.1 - Student Enrolment and Profile

2.1.1 - Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BTech	Civil Engineering	180	211	179

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2.2 - Catering to Student Diversity

2.2.1 - Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2016	4631	340	271	19	11

2.3 - Teaching - Learning Process

2.3.1 - Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
301	301	78	78	3	7

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

2.3.2 - Students mentoring system available in the institution? Give details. (maximum 500 words)

Having a rich experience in the field of education, the Institute believes that effective mentoring is one of the key components in teaching and learning process and a key strength of the institute. This has helped in the smooth functioning without any untoward incidents that could hamper the progress of both the students as well as the institute. Mentoring has played a crucial role in attaining consistent academic records with a good number of placements. It has further enabled a nurturing environment that helps in developing a positive mindset of the students. Process of Mentoring Each faculty is allotted a batch of 8-15 mentees. At the very outset, student

information is collected in the given format developed after careful deliberation and planning. Regular interaction between the mentors and mentees is stressed upon to identify ❖ any behavioural/ disciplinary issues ❖ health and general well-being ❖ academic/ co-curricular/ extra-curricular performance ❖ family background ❖ personal aptitude After thorough understanding of the above parameters of the mentees, the mentors follow various approaches to guide and motivate the mentees. Following are the approaches followed by the mentors Mentees who are good at academics and other co-curricular activities are encouraged to participate in various events like hackathons, online coding contests, and online certification programs etc. In addition to that, mentees are involved in developing innovative projects that are helpful for the society. Career Guidance and Professional grooming sessions are conducted at regular intervals. Mentees who are weak at academics are provided academic guidance through remedial classes, backlog classes, quick reference materials, basic techniques and tips for learning at a good pace. Mentees facing any other kinds of issues are closely monitored with frequent interactions to ensure a comfortable environment enabling the student to share and discuss their problems. Necessary steps are then taken to resolve the issues with the help of department and management. Mentors work closely with mentees and their parents to understand the issues affecting the mentees. Help of the senior faculty is taken if necessary.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
4971	297	1:17

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
297	297	0	14	42

2.4.2 - Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2016	Dr.CHALLA NARASIMHAM	Principal	YUVA CII AWARD
2016	Mr.I.KRISHNA RAO	Associate Professor	FELLOW IEI
2017	DR>RUDRA PRATAP DAS	Professor	SENIOR MEMBER IEEE
2016	MR.A.SAMPATH DAKSHINA MURTHY	Assistant Professor	ASSOCIATE MEMBER OF IEI
Nil	MR.A.SAMPATH DAKSHINA MURTHY	Assistant Professor	MEMBER OF IET

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2.5 - Evaluation Process and Reforms

2.5.1 - Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BTech	Civil Engineering	I/I	16/12/2016	25/02/2017
BTech	Electrical and Electronics Engineering	I/I	16/12/2016	25/02/2017
BTech	Mechanical Enginnering	I/I	16/12/2016	25/02/2017
BTech	Electronics and Communication Engineering	I/I	16/12/2016	25/02/2017
BTech	Computer Science and Engineering	I/I	16/12/2016	25/02/2017
BTech	Information Technology	I/I	16/12/2016	25/02/2017
BTech	Electronics and Computer Engineering	I/I	16/12/2016	25/02/2017
MBA	Master of Business Administration	I/I	27/05/2017	12/07/2017
MCA	Master of Computer Application	I/I	27/05/2017	13/07/2017
Mtech	Machine Design	I/I	30/05/2017	06/07/2017

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2.5.2 - Average percentage of Student complaints/grievances about evaluation against total number appeared in the examinations during the year

Number of complaints or grievances about evaluation	Total number of students appeared in the examination	Percentage
58	4798	1.2

2.6 - Student Performance and Learning Outcomes

2.6.1 - Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

https://www.vignaniit.edu.in/btech_pos.php

2.6.2 - Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
01	BTech	Civil Engineering	125	106	84.80

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2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<https://www.vignaniit.edu.in/Student%20Satisfaction%20Survey%202020.pdf>

CRITERION III - RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Promotion of Research and Facilities

3.1.1 - The institution provides seed money to its teachers for research

Yes			
Name of the teacher getting seed money	The amount of seed money	Year of receiving grant	Duration of the grant
Dr.Rudra Pratap Das	50000	2016	365

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3.1.2 - Teachers awarded National/International fellowship for advanced studies/ research during the year

Type	Name of the teacher awarded the fellowship	Name of the award	Date of award	Awarding agency
National	Mr I.Krishna Rao	Fellow of IE	31/12/2016	Institution of Engineering

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3.2 - Resource Mobilization for Research

3.2.1 - Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Minor Projects	1095	DST-ECR	36.03	25.34

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3.2.2 - Number of ongoing research projects per teacher funded by government and non-government agencies during the years

1

3.3 - Innovation Ecosystem

3.3.1 - Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Sensitization Program on Business Incubation	ECE	05/12/2016

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3.3.2 - Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
MSME -EXPO	Certificate of Appreciation	MSME	11/12/2016	Institution

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3.3.3 - No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					

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3.4 - Research Publications and Awards

3.4.1 - Ph. Ds awarded during the year

Name of the Department	Number of PhD's Awarded
CSE	1

3.4.2 - Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
International	CSE	42	1.58

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3.4.3 - Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Information Technology	1

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3.4.4 - Patents published/awarded during the year

Patent Details	Patent status	Patent Number	Date of Award
Apparatus and method for detecting lesion in brain magnetic resonance image, and computer-readable recording medium for implementing the method	Published	US 2017/0143207	13/04/2017

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3.4.5 - Bibliometrics of the publications during the last academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Novel fuzzy preview controller for rotary	Srikanth K., Nagesh	International Journal of Fuzzy	2017	0	Yes	0

inverted pendulum under time delays	Kumar G.V.	Logic and Intelligent Systems				
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3.4.6 - h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Novel fuzzy preview controller for rotary inverted pendulum under time delays	Srikanth K., Nagesh Kumar G.V.	International Journal of Fuzzy Logic and Intelligent Systems	2017	9	0	Yes

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3.4.7 - Faculty participation in Seminars/Conferences and Symposia during the year

Number of Faculty	International	National	State	Local
Presented papers	12	0	0	0

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3.5 - Consultancy

3.5.1 - Revenue generated from Consultancy during the year

Name of the Consultan(s) department	Name of consultancy project	Consulting/Sponsoring Agency	Revenue generated (amount in rupees)
0	0	0	0

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3.5.2 - Revenue generated from Corporate Training by the institution during the year

Name of the Consultan(s) department	Title of the programme	Agency seeking / training	Revenue generated (amount in rupees)	Number of trainees
00	0	0	0	0

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3.6 - Extension Activities

3.6.1 - Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Happy Streets	NSS	20	1000

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3.6.2 - Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Mega Blood Donation Camp	Certificate of Appreciation	NTR blood Bank ,Visakhapatnam	420

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3.6.3 - Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Aids Awareness	NSS	World AIDS Day	200	7200

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3.7 - Collaborations

3.7.1 - Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
Research	Mr I.Krishna Rao	0	30

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3.7.2 - Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Internship	Internship	BSNL, Visakhapatnam	03/03/2017	06/05/2017	50

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3.7.3 - MoUs signed with institutions of national, international importance, other institutions, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
National Research Development Corporation, Visakhapatnam	18/03/2017	The development of technologies and their successful transfer to industry for commercial exploitation and socio-economic benefits, patents, designs, copy rights and awareness program on entrepreneurship development, start-ups.	20

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CRITERION IV - INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
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65000000					72442325				
4.1.2 - Details of augmentation in infrastructure facilities during the year									
Facilities				Existing or Newly Added					
Campus Area				Existing					
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4.2 - Library as a Learning Resource									
4.2.1 - Library is automated {Integrated Library Management System (ILMS)}									
Name of the ILMS software		Nature of automation (fully or patially)				Version		Year of automation	
eZlib		Partially				eZlin V0.1		2016	
4.2.2 - Library Services									
Library Service Type		Existing		Newly Added		Total			
Text Books		26181	8283155	850	416352	27031		8699507	
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4.2.3 - E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc									
Name of the Teacher		Name of the Module		Platform on which module is developed			Date of launching e-content		
Dr E Laxmi Lydia		LMS		Canvas			05/01/2017		
No file uploaded.									
4.3 - IT Infrastructure									
4.3.1 - Technology Upgradation (overall)									
Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	824	6	40	2	5	2	8	40	6
Added	140	1	10	0	0	0	0	10	0

Total	964	7	50	2	5	2	8	50	6
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4.3.2 - Bandwidth available of internet connection in the Institution (Leased line)

50 MBPS/ GBPS

4.3.3 - Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
nil	Nil

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
5250000	5000000	13200000	12000000

4.4.2 - Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website)

The Institute has an established system for maintaining and utilizing the physical, academic and support facilities on campus. Preventive maintenance measures are taken. The department of IQAC leads the system and ensures that the campus is well-maintained in all aspects. The IQAC team inspects the campus and sends a Daily Quality Check Report to the Management and circulates amongst faculty. The report includes: • Attendance of staff and students • Paper publications and citations • Class quality review report of Rector and Principal • Administrative decisions made • Power consumption • Maintenance issues raised and status • Recommendations for improvement This report facilitated to understand the overall health of the campus and needful measures were taken for rectifying the problems. A feedback mechanism is in place to inform the maintenance problems to the people concerned. Dean administration assigns these concerns to the campus manager who attends these problems and solved within One Week. The physical facilities such as sanitary works, civil works and electrical works are maintained in-house consisting of the manager and his team of plumbers, and electricians. Day-to-day maintenance includes daily running repairs, like replacing light bulbs, repairing water leakages - leaking water pipes, taps, valves, and cisterns, cleaning blocked drains, and repairing locks and door handles. Other minor repairs that are necessitated are taken care of by the Campus Manager and his team members. A team comprising of competent professionals under the Systems in charge takes care of systems and maintains the IT infrastructure

of the campus. The damaged ones are processed for e-waste. General maintenance including cleanliness of the buildings, classrooms, labs, libraries, furniture, campus ground, sports facilities, staff lounge, student's amenity areas, cafeteria, and hostel buildings supervised by campus manager and his team consisting of floor in-charges and their teams. The transport fleet is monitored and maintained by the Transport Manager and his support staff. All the vehicles are preventively maintained to avoid the breakdowns. The Lab In charges with the help of Lab technicians take care of both Electrical and instrument maintenance. The respective faculty members, staff, lab assistants, and other service personnel are responsible for maintaining the equipment under their purview. Standard operating procedures for all high-end equipment are made available to the users. The condemned/obsolete items are discarded by procedure after getting the report of the maintenance department, and the same is entered into the stock. The sports equipment, fitness equipment, and various playgrounds on the campus are supervised and maintained by the Physical Directors and Faculty members of the Physical Education Department. They are supported by campus manager. An exclusive team of groundskeepers work under head of physical education. Plantation and landscaping, lawn maintenance, time to time trimming of the plants is outsourced.

Outcomes: • Clean and green environment • Higher satisfaction of faculty and students • Conducive environment for learning • 90 of resources are always under utilization • Preventing the degradation of the equipment and vehicles • Saving the financial resources

<http://complaint.vignaniit.com/>

CRITERION V - STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Vignans Means-cum-Merit Scholarship	30	902475
Financial Support from Other Sources			
a) National	AP Govt. Fee Reimbursement scheme	2143	81933400
b) International	Nill	Nill	Nill

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5.1.2 - Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Technical Coding Skills in association with CCC, Hyderabad.	19/10/2016	150	CCC Technical Training

[View File](#)

5.1.3 - Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2017	campus recruitment training	940	0	0	625
2017	Career Guidance and Counselling	0	350	153	0

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5.1.4 - Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassmt and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
22	22	2

5.2 - Student Progression

5.2.1 - Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
INFOSYS	60	9	Nill	Nill	Nill

[View File](#)

5.2.2 - Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2016	1	B.Tech	CSE	Andhra University, VSKP	Master of Business Administration

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5.2.3 - Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
GATE	46

[View File](#)

5.2.4 - Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Intra Collegiate Games Sports Competition organized by CSE	Institute	150

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5.3 - Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2016	Bronze Medal	International	1	Nil	15L31A0153	K. Sai Kiran

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5.3.2 - Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The Students Activity Council (SAC) in our Institute is a selected representation of the student community. Our SAC not only conducts the various activities on campus, but is a key governing body of the Institute, who are involved in all academic and non-academic aspects of the Institute, both on campus and off the campus. The SAC is a legislative body, who frame policies and make decisions for the advantage of the student community, in compliance with the Institute policies. It is a mediating council through which the students can put forward their opinions and concerns. The SAC continuously identifies student-related issues through feedback sessions formally and informally, and resolves them, under the guidance of the Dean Student Affairs, thereby creating a happy environment in the institute. Our students are our brand ambassadors and play a key role in the effective functioning of our Institute. The members of our SAC facilitate in cascading information from the administration office and other committees to all students. They assist the Institute in planning and organizing various student-oriented activities. The members of SAC act as the communication vehicle between students and faculty to share the feedback gathered from all students, discuss in detail and identify an approach to address the concerns. SAC meets on a monthly basis and recommends healthy initiatives. Functions:

- Conduct of student events and fests on campus, that includes planning of the event, budgeting for the event, gathering sponsorship for the event, selecting and inviting prominent guests for the event, and ensure smooth conduct of the event.
- Nominates members in various administrative committees, such as Board of Studies (BoS), Academic Council (AC), Governing Body (GB), Sports Committee, Library Committee, Hostel Committee, Canteen Committee, Cultural Committee, Discipline Committee, Transport Committee, Recreation and Health Club, Publicity Committee, Magazine Committee, Press Clubs, Finance Committee
- Submits feedback report on various functionaries with the concerned authorities time to time to address the concerns, and enhance the quality of the Institute.
- Identifies the students with socio-economic issues and gathers needful support from the Student Community and Institute.
- Conducts extension activities in regions close by addressing social concerns, with the help of NSS unit.
- Monitor discipline on campus and supports the discipline committee.
- Identifies and ensures participation of students in various external fests and events.
- Identifies the companies for placements and visits them to invite them for campus placements and internships.
- Ensures the healthy interaction and knowledge sharing among student community.
- Promotes and develops the Institute's abilities in and around the region.
- Frames the policies and plans programs that nurture the aptitude of the student community for holistic development.
- Raises funds internally and externally, whenever there is need to fulfil any social responsibility.

Out Comes:

- Significant improvement in the leadership qualities.
- Considerable improvement in the confidence levels, team spirit and

managerial skills. • There was the development of sense of responsibility and active participation among the students.

5.4 - Alumni Engagement

5.4.1 - Whether the institution has registered Alumni Association?

Yes

The Institute's Alumni Association is established to build a strong networking platform amongst the alumni of the Institute and also between the alumni and Institute. It facilitates in ensuring that the futuristic students of the Institute are driven in the right path to achieve their goals. The Alumni Association of the Institute is called as Vignan Institute of Information Technology Alumni Association, registered vide number 150/2008. A alumni platform developed by Coherendz connects all our alumni and we have 868 alumni registered so far. Some of our alumni work in top-notch technology and product firms such as Amazon, PayPal, and some have established themselves as successful entrepreneurs in various domains. These successful alums contribute to our Institute, in both monetary and kind. The Dean Student Affairs takes needful measures to well-connect the alumni association, and actively involves the alum at various stages of development, for the benefit of the existing students, faculty and the Institution at large. Each department has a faculty coordinator to monitor department level alumni activities. The alumni of our Institute extend their support by interacting with the current students through guest lectures, workshops, funding for a cause, coordinating for Industry collaborations, facilitating in internships and placements. Contribution of the Alumni Association • Alumni are involved in various Institution level committees, to share their feedback for the improvement of curricula, processes and procedures. • Feedback from alumni is consistently sought on the teaching learning process, who recommend the need of advanced technologies for the quality delivery of classes. • The alum also facilitates in designing real time problems of the industry, which are developed as mini projects by our current students. This enables students to groom themselves towards objective and analytical thinking process. This bridges the gap between the Industry and Institution. • The alum educates the students on the emerging trends of the industry vide guest lectures and seminars, which facilitates the students to keep themselves ahead of the regular student community. • The alum interacts with the current students in various occasions, online and offline, and mentor them to address any academic and non-academic concerns, which boosts their morale and confidence to perform better in their academics and other activities. • The alumni who are working in different industries connect the Institute and their HR, that facilitates in inviting the firm for campus placements in our Institute. • Alumni Association helps the staff members and the students with any donations when they are in need. • It is highly essential that students while pursuing their degrees perceive the industry experience in relevance to their courses and curriculum. The alumni

of our Institute educate our current students about the same, that helps them understand the significance of curriculum, and stay motivated to complete their courses with best grades. Out Comes: • The Institute established an open gym worth Rupees Two lakhs, contributed by alumni association of the Institute. • Our students have successfully been able to adapt themselves in their first jobs.

5.4.2 - No. of registered Alumni:

868

5.4.3 - Alumni contribution during the year (in Rupees) :

325116

5.4.4 - Meetings/activities organized by Alumni Association :

S.No.	Date	Name of the Alumni activity	No. of alumni attended
1	15-05-2016	Alumni Meet organized by department of MBA and MCA	32
2	10-09-2016	Alumni Reunion conducted by MECH dept.	181
3	09-01-2017	Vignan's Yuvtarang 2k17 Alumni meet, Organised by Almni association	108
4	26-01-2017	Alumni Meet of EEE department, Organised by department of EEE	48
6	04-03-2017	Alumni meet of ECE department, Organised by department of ECE	44

CRITERION VI - GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - Mention two practices of decentralization and participative management during the last year (maximum 500 words)

Decentralized and participative style of management adopted for the smooth and orderly execution of all the institutional activities. The three apex bodies, supported by 18 committees comprising faculty and students, with clearly defined functions helping in transparent and democratic functioning of the institution. The four Apex Bodies, with the Principal as Chairperson are:

- o Governing Body (GB)
- o Academic Council (AC)
- o Finance Committee (FC)
- 50 of external members in apex bodies are drawn from industry and academic organizations.
- The GB meets two times, Academic council, two times and Finance committee twice a year. Weekly Meetings of Deans and HoDs: Thursday is earmarked for the weekly meetings of Deans and HoDs, which are chaired by the Principal to deliberate on planning of major activities and resolving any issues encountered like:
- Communication and dissemination of information for students and staff.
- Academic calendar
- Regular and special class work and academic activities.
- Research activities (like publications, funded projects, organizing conferences, workshops, patent filing, consultancy works).
- Training and placement activities.
- Co Extra-Curricular student activities.
- All administrative activities including budget and expenditure.

Departmental Meetings: Every week Head of the

Departments conduct meetings with the entire faculty to take feedback on regular activities and take necessary actions. Functioning of various institutional Committees: • Faculty and students actively involved in relevant committees. o Planning and Monitoring Committee (PMC) o Examination and Evaluation Committee (EEC) o Grievance Redressal Committee (GRC) o Internal Complaint Committee (ICC) o Admission Advisory Committee (AAC) o Library Committee (LC) o Student Welfare Committee (SWC) o Student Activity Committee (SAC) o Academic Planning and Audit Committee (APAC) o Department Development Committee(DDC) o Hostel Management Committee (HMC) o Anti-Ragging Committee(ARC) o Purchase Committee(PC) o Research and Development Committee (RDC) o Research Ethics Committee (REC) o Training Placement Committee (TPC) o SC,ST Welfare Committee (SSWC) o College Discipline Enforcement Committee (CDEC) The functioning of various committees keeping in mind the ethical considerations are duly approved by the apex bodies from time to time. All the layers of the organization from the apex body members, various university executives, and faculty-student committees, all work in close coordination, upholding the principle of participative management. These coordinated efforts of all the stakeholders, result in a vibrant and stimulating campus culture and harmonious relationship among its members.

6.1.2 - Does the institution have a Management Information System (MIS)?

Yes

6.2 - Strategy Development and Deployment

6.2.1 - Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	As the institute affiliated to JNTUK University, Kakinada, It is extended support to BOS of the university by providing stakeholders feedback time to time. Upon the feedback from stakeholders, the University will prepare the Curriculum once in Three years.
Teaching and Learning	In order to ensure effective teaching learning a combination of different methods of teaching are encouraged. For example: Question and answer method, home assignments, class tests formats. Remedial classes are also taken for the benefit of slow and laggards. Following are the special features of the teaching learning process at VIIT - • Emphasis on ICT based teaching • Special coaching classes for competitive entrance examinations like GATE, GRE etc • Encouraging faculty to develop their skills by attending workshops, conferences, seminars etc. • Provision of State-of-the art learning resources in Central Library Information Centre and Department Libraries. • Innovating curriculum by Add-On courses. •

	Emphasis on Counselling • Development of student support material and Organization of Remedial classes.
Examination and Evaluation	<ul style="list-style-type: none"> • Examination process Streamlined in line with JNTU (K) guidelines • Senior faculty members are deployed as observers for every internal and external examination to ensure of smooth conduct of examinations. • Adoption of a well defined and transparent system for deputation of faculty members as observers and external examiners. • Approval for collection and spot centre obtained from JNTU (K) and made functional. • Faculty members are kept up-to-date with University question papers and on the marks obtained by the students during University online tests. • Unit wise Question Banks developed for all subjects. • Common Question Paper for common subjects across branches implemented.
Research and Development	<ul style="list-style-type: none"> • Formulation Research committee • Allocation of budget for in -house R D • Orientation programs for faculty to write research paper and projects • Incentives and rewards for publications/ Research Financial assistance to students for model building • Seed Money • Identifying thrust areas • Collaborative research with outside industries, scientific labs and National level institutions and organizations • Promoting Consultancy with surrounding industries • Encouraging Engineering Projects for Community Services • Research Projects and Publications • Incentives and Best projects for students
Library, ICT and Physical Infrastructure / Instrumentation	<p>ICT enabled teaching methods (60 of the class rooms are ICT enabled). Access to virtual classroom technologies such as A-view and Co-learning platforms such as "Talk to a Teacher" (http://video.colearn.in/cov). The Institute subscribes online journals/book resources such as IEEE/IET library on line, DELNET, Springer Link (ASCE,ASME, EBSCO and Open J-Gate). The latest information and technologies are made available to the faculty through the different journals more than 1,000 journals being available. A digital library consisting of 30 high end computers where researchers can access the journals and work on key tools such as MATLAB, CATIA, Hyper works, etc., for simulation and design/analysis components of their research. A quick summary of the access provided to research journals is as follows: IEEE (169), Springer (149), Elsevier (275), DELNET (2462), McGraw- Hill (380), ASCE (35), ASME (35), JGATE (4369), Magazines (92),National/International Print Journals (79) i) The space available per student is 12.40 Sq.m which is 24 more than the one prescribed by AICTE norms. ii) Average area of each class room is 120 Sq.m as against 66 Sq.m stipulated by AICTE. iii) The average area for circulation is maintained at 30 - 35 of area, to facilitate free movement and informal discussions among students and faculty.</p>

Human Resource Management	Efforts are made to ensure the optimal use of the available human resource of the college. Both the teaching and non-teaching staff of the college are been provided with facilities for the enhancement of the teaching and research skills. Following are the features of human resource management – • Transparent and documented procedures for faculty recruitment • Formulation and communication of policies of the college through indoctrination training. • Support for academic advancement • Systematic performance appraisal system and guidance to the people concerned • Systematic promotion policies • Encourage Non-teaching staff to improve their qualification • Consensus administration with participative management
Industry Interaction / Collaboration	• MoUs has been entered into with local federation of industries for product development. • 5 MoUs have been signed with IT service providers and industry in the areas of training, Hardware, Networking Communication skills.
Admission of Students	Students are admitted on the basis of rules and regulations framed by the Govt. of A.P. under the state Govt. convenor quota (70 strength) through Engg., Medical Combined entrance test. (EAMCET). Under the Management quota (30 strength) eligibility of students is ascertained through an entrance examination and those students who qualify are provided with admission in the order of Merit. The merit of the admitted students could be improved with better EAMCET rank holders joining the institute through offering of some scholarships or fee waivers for meritorious students. It is reflected in the increase in the number of meritorious students in the current year over and above the previous year besides increase in the number of students in unconventional streams like ECM, as well as improvement in PG intake.

6.2.2 - Implementation of e-governance in areas of operations:

E-governance area	Details
Student Admission and Support	Quick View of Student Profile: CIS system provides the complete profile of a student which includes personal information, past and present academic track, attendance status and also supply the fee particulars. Employee Portal Facility: In this employee portal, CIS creates one separate page to all staff of the institute. The portal safeguards the personal and professional information of an employee. This portal provides complete information of an employee like, personal data, research data, and achievements, financial. It is also provides professional information of an employee including his/her attendance, workload/ performance appraisal. This portal also helps to administrators for quick decision making in various levels of

	process like, employee joining/relieving, leave status, research profile, and employee performance appraisal.
Examination	<p>Vignan's EMS is separate software that used in Examination cell to overseeing the examination operations. EMS provides to make examination works easier which is highly beneficial to educational institutions. Examination Management System (EMS) is a windows application tool and its deal with all examination activities. Key Features are EMS offline suite is server based Examination Management Software provides module wise accessibility for support multi user with different privilege to ensure high level of security. It is multi user and completely user friendly, generates different types of reports, developed using optimized designing and coding to maintain proper speed, proper and systematic training to end user and ultimately maintains efficient secure data management.</p>
Planning and Development	<p>Enterprise Resource planning(ERP) used by Colleges to manage their daily activities which include the management of Employees, Students, Parents details, Admission Process and Reports, Exams, Events, Attendance, Fees and Other Reports. It provides one-point access to manage these wide ranges of activities both effectively and efficiently. E-Governance: Governance helps in improving transparency, providing speedy information, dissemination, improving administrative efficiency and services in all the aspects of education system in VIIT. Marching towards its vision of being a center of excellence, VIIT is committed to implement e-governance in its administration to enable transparency, clarity indifferent functionalities by integrating the activities of the various sections such as teaching learning(Academics), Administration, Examinations, Finance and Accounting, Admissions and Student Services, which are currently having independent computerized databases and paper based documentation. Strategically implementing completely automated administrative work flow enhances productivity, effective data storage and faster retrieval of information at all levels as per hierarchical permissions.</p> <p>Comprehensive implementation of electronic mode of communication among all departments/sections of the institution viz., Academics, Administration, Finance Accounts, Admissions, Examinations, Library, Support services etc., will strengthen the internal Quality Assurance Cell (IQAC) and create a centralized data management system to support the Accreditations like NAAC, NBA, AICTE etc. Website is put into full operation as a vital information source to all the stakeholders and all important communications/circulars notices are made available in the website to ensure reaching of information to the needy any time anywhere. SMS feature has been put into maximum use to stay connected with parents, students and staff for the</p>

purpose of intimating absentees, academic performance, training programs, events schedules, examinations schedules, holidays information and other essential information. For convenience purposes, the policy is divided into various areas of operation. These areas of operation are illustrative and the institution reserves the right to implement e-governance even in the areas not enlisted herewith in this document. As part of e-governance system of VIIT, the institute developed and administered different types of software's are administered in Vignan's Institute of Information Technology (VIIT) for smooth function of administration through digitalisation. Central Information System (CIS): What is CIS: A Central Information System (CIS) is VIGNAN'S tailor made system software for creating and managing institute databases. CIS is a computer software application that interacts with the user, other applications, and the database itself to capture and analyze data. CIS is perhaps most useful for providing a centralized view of data that can be accessed by

Administration	Admin Corner: The administrative portal helps administrator to manage staff and holidays. This is also helpful to send daily/frequent communication to all students, parents and staff. This is very useful to the administrators to send/share regular communication through SMS/Mail.
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Finance and Accounts	Accounting Finance: Finance Portal: Finance Portal is one of the features in Vignan CIS which serves students, parents and administrators by providing accurate fee/financial particulars. This is highly useful to administrations to know the financial status to know the liquidity status and it is also useful for preparation budget report. All the day to day financial operations regularly recorded in CIS-Finance portal and extracted the day-to-day financial reports like, Day scrolls, Day-wise collection reports, and day-wise payment reports etc. It is also helpful in reporting of financial information to all the administrators at various levels for their decision making. State Bank- Collect (Online-Fee payment): VIIT obtained unique services from the leading corporate bank 'State Bank Collect' which facilitates our students/Parents to pay fee through online and also helps institute to receive online fee payments. Payer of the institute has to just click on 'State Bank Collect' and choose the institute for which payment has to be made, fill up particulars of goods/services towards which payment has to be made and make the payment through one of the several options displayed to him on a Multiple Option Payment System (MOPS) page. An illustrative List of online services (purposes) for availing the facility is given here under: Collection for goods and services supplied by Institutions. Fee collection by Educational Institutions. Collection
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of dues by Government/Quasi Government Bodies. Local taxes like water tax, house tax, electricity bill etc. by Semi Govt. bodies. Collection of Recruitment fee. Donations to Charitable Institutions/Religious Institutions. Samhita Software Design (Accounting) Samhita Software Design is an accounting software developed by Institute and implemented for preparation financial reports. It helps to record the flow of vouchers record and ledger preparation and also helpful in preparation of financial records. Samhita Software Design record day to day transactions, generate reports, manage customer and vendor contacts, create purchase orders, track stock levels, bill customers, and monitor account balances. It also helps manage clients, reconcile bank accounts, and generate insightful financial reports that help your business grow smoothly and continuously.

6.3 - Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2016	B. KEERTHANA	NATIONAL WORKSHOP ON SOLID WASTE MANAGEMENT	-	2500
2016	DR. AGGALA NAGAJYOTHI	INTERNATIONAL WORKSHOP ON ANGULAR JS TO DEVELOP WEB APPS FASTER	--	4000

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6.3.2 - Number of professional development / administrative training programmes organized by the Colleges for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2016	One-week FDP Student Induction Programme on Universal Human Values by AICTE	-	12/12/2016	12/12/2016	50	Nil

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6.3.3 - No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
A One Week FDP on Advanced Numerical Modelling Techniques for Mechanical engineering	41	05/07/2016	09/07/2016	5

[View File](#)

6.3.4 - Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
360	360	262	262

6.3.5 - Welfare schemes for

Teaching	Non-teaching	Students
<ul style="list-style-type: none">• Marriage Gifts: Besides the marriage leave, Institution has a tradition of offering marriage gift worth of Rs.3000/-• Ugadi/Dussehra/Diwali/Sankranthi Gift: On the occasion of Ugadi/Dussehra/Diwali/Sankranthi, Institute offers new clothes and sweets to teaching and non-teaching staff.• ESI: Institute provides ESI for all eligible staff members.• Group Health Insurance: Institute provides free health insurance for all the teaching staff members with 2,50,000/- coverage• Provident Fund: Institute provides Provident Fund for all the eligible staff members.• Vishishta Seva Award: Institution recognizes the committed staff members with more than 10 years of service	<ul style="list-style-type: none">• Marriage Gifts: Besides the marriage leave, Institution has a tradition of offering marriage gift worth of Rs.3000/-• Ugadi/Dussehra/Diwali/Sankranthi Gift: On the occasion of Ugadi/Dussehra/Diwali/Sankranthi, Institute offers new clothes and sweets to teaching and non-teaching staff.• ESI: Institute provides ESI for all eligible staff members.• Group Health Insurance: Institute provides free health insurance for all the teaching staff members with 2,50,000/- coverage• Provident Fund: Institute provides Provident Fund for all the eligible staff members.• Vishishta Seva Award: Institution recognizes the committed staff members with more than 10 years of service	<ul style="list-style-type: none">• Group Health Insurance: Institute provides free health insurance for all the students with 2,50,000/- coverage

with Vishishta Seva Award. • Institution provides Tuition Fee concessions for the wards of the staff members. • Free Transport for non-teaching staff and subsidized transport for teaching staff is provided. • Subsidized lunch and refreshments are provided for teaching and non-teaching staff. • Free tea/coffee and snacks are provided to all the staff members. • Paid Maternity Leave, Paternity Leave, Marriage Leave, Study Leave, Medical Leave and special leaves are provided for all the eligible staff members. • Earned Leaves (ELs) are provided for all the eligible staff members.

with Vishishta Seva Award. • Institution provides Tuition Fee concessions for the wards of the staff members. • Free Transport for non-teaching staff and subsidized transport for teaching staff is provided. • Subsidized lunch and refreshments are provided for teaching and non-teaching staff. • Free tea/coffee and snacks are provided to all the staff members. • Paid Maternity Leave, Paternity Leave, Marriage Leave, Study Leave, Medical Leave and special leaves are provided for all the eligible staff members. • Earned Leaves (ELs) are provided for all the eligible staff members.

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly (with in 100 words each)

The Institution has a financial audit mechanism in place and conducts regular internal and external financial audits. There is a fullstaffed finance department with administrative setup, functioning with strict adherence prescribed by accounting standards. Both the Internal and external audits are supervised by a certified Chartered Accountant, who routinely audits the Institutes accounts in compliance with statutory provisions. External Audit: The ICAI certified audit firm M/s. Rayapati Associates, Visakhapatnam is the external Chartered Accountant which audits the financial statements and submits annual financial reports. The auditors visit the Institute once in every six months and carry out audits of account statements prepared by the Finance team of VIIT. Any observations made by the team are duly rectified. At the end of every financial year, they certify the final accounts of the institution such as Income and Expenditure Statement, Balance Sheet and schedules forming part of the balance sheet. The audited financial statements are displayed on the Institution website and this information is also submitted to the All India Council for Technical Education (AICTE) and University Grants Commission (UGC) regularly. The institution has not received any objections or clarifications from the income tax department since inception which shows the transparency of the process followed. Internal Audit: The ICAI certified audit firm M/s. Rayapati Associates, Visakhapatnam is the internal auditor. They audit the transactions and all books of accounts of the institution continuously and prepare quarterly audit reports and the reports are submitted to the Principal through Finance and Accounts Manager of the institution. All observations made are duly taken cognizance of and

remedial measures adapted. The mechanisms for settling audit observations • Minor corrections in book keeping are settled by the finance department during the audit process to the satisfaction of auditors. • Observations of auditors on minor issues like settlement of advances are resolved by the finance officer before the next internal audit by acquiring the required bills. • Any major observations of the auditors are brought to the notice of the Principal and Finance Committee. • Any write-offs of the unrealized revenues or long pending payments are approved by the Principal on merit of the cases. • Any concessions in the unforeseen circumstances like COVID-19 are done by appointing a high level committee with the approval of Finance Committee. Impact: There are no serious observations by the auditors in the last five years and all audit reports are available.

The following good practices of the institute underlie the clean audit reports. • All the transactions are transparent. All receipts and payments are in cheque mode facilitating cashless transactions and verification. • No diversion of funds to the Society or any other person/agencies. • The institution follows accounting procedures as per guidelines of ICAI. • The tax deduction at source (TDS) deducted by finance office as per provisions of Income Tax Act. • Powers of disbursement are made transparent. The delegation of powers depends on the position and hierarchy with proper autonomy and monitoring system.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Nil	Nil	Nil

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6.4.3 - Total corpus fund generated

0

6.5 - Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Punnaiah Co, Guntur, Andhara Pradesh	Yes	ICAI certified audit firm M/s. Rayapati Associates

Administrative	Yes	Punnaiah Co, Guntur, Andhara Pradesh	Yes	ICAI certified audit firm M/s. Rayapati Associates
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6.5.2 - Activities and support from the Parent - Teacher Association (at least three)

Induction Programmes/STTPs/FDPs/Workshops are organized for newly recruited faculty, helping them transform into successful teachers.

6.5.3 - Development programmes for support staff (at least three)

Faculty Induction Program: At the beginning of the semester all the faculty members are oriented towards Teaching-Learning process by a well defined program. During this programme, the faculty members are explained the importance of various teaching methodologies, Pedagogical skills, Course file preparation and the importance of transparent and effective evaluation process.

6.5.4 - Post Accreditation initiative(s) (mention at least three)

Process for the Design Development of the Curriculum: The curriculum is designed for the holistic development, be it in the domain of Technical and Communicational skills, Environmental awareness, Personality development, Physical Fitness, Professional Ethics etc., In order to provide, hands on experience and experienced learning short-duration and semester long duration industry internships are made part of the curriculum. In order to provide latest knowledge on the recent changes happening in the industry add-on courses, self-learning courses are also incorporated. Video content development: Studios are developed in order to prepare digital content of all the courses. Everyday faculty prepare the lecture content and record video lectures before the commencement of the semester.

6.5.5 - Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	Yes
c) ISO certification	Yes
d) NBA or any other quality audit	Yes

6.5.6 - Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2016	Academic Administrative audit	15/06/2016	15/06/2016	18/06/2016	10
2016	Examination audit	27/07/2016	27/07/2016	29/07/2016	8

2017	Feedback collection, analysis	19/04/2017	19/04/2017	22/04/2017	10
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CRITERION VII - INSTITUTIONAL VALUES AND BEST PRACTICES					
7.1 - Institutional Values and Social Responsibilities					
7.1.1 - Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)					
Title of the programme			Period from	Period To	Number of Participants
					Female Male
Guest Lecture on Gender Sensitivity and Gender Equity			25/08/2016	25/08/2016	240 160
Training Program on Self Defence techniques for women			25/07/2016	29/07/2016	220 0
Seminar on "Gynaecological Issues of Girls"			20/09/2016	20/09/2016	220 0
Yoga training for "Women Wellness & Health"			10/10/2016	15/10/2016	250 0
Awareness on life leading skills for men and women			25/11/2016	25/11/2016	180 220
A session on preventive health check-up and Awareness on hygiene			14/12/2016	14/12/2016	112 184
Seminar on women empowerment			05/01/2017	05/01/2017	360 0
International Women's day celebrations			08/03/2017	08/03/2017	540 0
Guest Lecture on "How to manage Professional & Personal Life"			12/04/2017	12/04/2017	250 320
Seminar On "Emotional and Moral Conflict Among Teenagers"			15/05/2017	15/05/2017	135 120
7.1.2 - Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:					
Percentage of power requirement of the University met by the renewable energy sources					
<p>The college has been making constant efforts towards creating environmental awareness / protection in the college premises. The students are regularly reminded of the need to protect the environment. Awareness programmes are also organised every year to synchronise with the world environment day. Tree Plantation is done in the college campus to add to the already existing greenery of the campus. Following are some of the initiatives taken towards environmental awareness / protection – Energy conservation</p> <p>1. A maintenance team headed by EEE Department takes</p>					

up monitoring of building and campus by conducting Energy Audit. 2. Master Switch system is provided to all classrooms and buildings to control power wastage. Use of Renewable Energy 1. Students are encouraged to work on projects related to renewable resources 2. Awareness among the students and staff on use of Renewable resources Water harvesting To minimize wastage and to improve the ground water level, rain water is led into the water pit located in the campus. Efforts for Carbon neutrality 1. Paperless work - VIIT - CIS system initiated in Oct. '15 2. Plastic Free- The institute restricted the usage of plastic cups in the campus. 3. Pollution free - Care is taken to restrict vehicle entry into the campus and separate parking area is allotted for the faculty and students 4. Dead leaves of the plants and the waste paper are disposed off in the earth pits dug and used as manure for the plants. 5. The NSS unit regularly conducts awareness program on plastic free environment in campus and in surrounding villages.

7.1.3 - Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	7
Provision for lift	Yes	7
Ramp/Rails	Yes	5
Braille Software/facilities	No	0
Rest Rooms	Yes	7
Scribes for examination	Yes	2
Special skill development for differently abled students	Yes	2
Any other similar facility	Yes	1

7.1.4 - Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2017	1	1	04/11/2017	1	Awareness session on Healthy Life style1	Trained on importance of living a healthy lifestyle, monitor their food intake, have enough exercise	168

and learn to manage
their stress properly.

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7.1.5 - Human Values and Professional Ethics

Title	Date of publication	Follow up(max 100 words)
Teachers and Colleagues	01/06/2016	Teachers should Treat other members of the profession in the same manner as they themselves wish to be treated. - Speak respectfully of other teachers and render assistance for professional betterment. - Refrain from lodging unsubstantiated allegations against colleagues to higher authorities. - Refrain from allowing considerations of caste, creed, religion, race or sex in their professional endeavor.
Teachers and Authorities	01/06/2016	Discharge their professional responsibilities according to the existing rules and adhere to procedures and methods consistent with their profession in initiating steps through their own institutional bodies and/or professional organizations for change of any such rule detrimental to the professional' interest.
Teaching and non-teaching staff	01/06/2016	Teachers should treat the non-teaching staff as colleagues and equal partners in a cooperative undertaking, within every educational institution - Teachers should help in the function of joint staff-councils covering both teachers and the non-teaching staff.
Teachers and parents / guardians	01/06/2016	Teachers should - Try to see through teachers' bodies and organizations that institutions maintain contact with the parents / guardians of the students and reports of their performance to the parents / guardians whenever necessary and meet the parents / guardians in meetings convened for the purpose for mutual exchange of ideas and for the benefit of the institution.
Code of ethics and conduct for the administrators	01/06/2016	1. Encourage outstanding teaching, research, and other professional activities. 2. Maintain a safe and clean environment for student learning and faculty research. 3. Act as an advocate for faculty, staff, and students of the College. 4. Treat faculty, staff, and students fairly and impartially. 5. Refrain from engaging in behaviour on the college premises that is inconsistent with their role as College

		leaders. 6. Strive to ensure the availability of resources required to accomplish goals and objectives
Code of ethics and conduct for the students	01/06/2016	1. The student shall be regular and must complete his/her studies in the College within stipulated time. 2. All students must uphold academic respect to all persons and their rights and property and safety of others etc. 3. He/she must carry the identity card, issued by the college. 4. he/she should not Park a vehicle in a no parking zone 5. He/she is forbidden for Smoking on the campus of the college. 6. He/she should not indulge in any act of discrimination based on an individual's gender/caste/race, religion/religious beliefs, colour/region/language/disability, marital/family status, physical/mental disability/gender identity, etc.
Teacher and society	01/06/2016	Teachers should • Work to improve education in the community and strengthen the community's moral and intellectual life. • Be aware of social problems and take part in such activities as would be conducive to the progress of society and hence the country as a whole. • Perform the duties of citizenship, participate in community activities and shoulder responsibilities of public offices and • Refrain from taking part in or subscribing to or assisting in any way activities, which tend to promote feeling of hatred or enmity among different communities, religions or linguistic groups but actively work for National Integration

7.1.6 - Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Independence Day	15/08/2016	15/08/2016	2800
Krishnastami Celebrations	25/08/2016	25/08/2016	3900
Teachers Day	05/09/2016	05/09/2016	4331
Engineers Day	15/09/2016	15/09/2016	4285
Worlds Aids Day	01/12/2016	01/12/2016	2800
Christmas Celebrations	24/12/2016	24/12/2016	386
Sankranti Sambaralu	12/01/2017	12/01/2017	3215
Republic Day Celebrations	26/01/2017	26/01/2017	2350

International Womens Day - 2018	08/03/2017	08/03/2017	2390
National Yoga Day	21/06/2017	21/06/2017	1520

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7.1.7 - Initiatives taken by the institution to make the campus eco-friendly (at least five)

- 1) **Green Campus:** As a matter of principle the institution is built with open free spaces and greenery. Plantation work is done regularly to make the campus eco-friendly.
- 2) **Green Audit and ISO audit:** As it is environment conscious, the institute initiated a systematic audit process for assessment of a institute in terms of its impact on the environment. It is mandate that the institute shall implement green audit and ISO audit periodically. Hence, the institute under taken ISO 14001:2015 that specifies the requirements for an environmental management system that an organization can use to enhance its environmental performance.
- 3) **Waste Management:** The campus is working towards becoming a Zero-Waste campus. Waste generated is segregated into Bio-degradable and Non-Bio degradable. categories. Bio-Degradable waste is composted in compost pits. Non-Bio degradable waste is further segregated finely based on the materials. like Paper, Plastic, Glass, E-waste, Metal and Hazardous Waste. After finer segregationally recyclable waste will be sent for recycling and hazardous waste will be sent for disposal through authorized channels.
- 4) **Established Green Club:** Institute established Green Club and it continuously encouraging students and staff towards environment friendly events.
- 5) **Plastic Free Campus :** Efforts are taken by the institute to maintain a plastic free campus. Students and staffs are counseled against the use of plastic in the campus. Students can make use of the water cooler to refill their water bottles and are advised not to use plastic bottles.

7.2 - Best Practices

7.2.1 - Describe at least two institutional best practices

Best Practice I : 1. Title of the Practice: Campus Recruitment Training and Communications Skills Trainings 2. Goal To improve the quality of career options for students with placements in world renowned companies and admissions in the premier institutes / universities for higher studies. The Context The students who enter the institute in general have an average/below average academic record in the past such as X, 2 and EAMCET. As most of the students also belong to rural/semiurban backgrounds, their communication skills, worldly exposure and overall confidence are challenged. Hence, the general expectation of the students and parents was to complete the programs and get a

placement in a service sector company or an admission for higher studies in an average academic institution. In this context, the institute set-out to achieve an erstwhile unthinkable objective of getting placements for such students in world renowned companies which were otherwise within the dreams of only the students from the National premier institutions. Best Practice II 1. Title of the Practice Student Counseling - The institute has devised a comprehensive scientific system, 'Academic and Emotional Progression of Students (AEPS)' to monitor regularly and confidentially the academic progress and emotional quotient through trained faculty mentors. 2. Goal The goal is to achieve the following attributes and improvements in students: 1) Identification of distinct academic talent and nurturing at early Stages 2) Identification of slow learners/deviant behavior to take up remedial measure 3) Improvement in attendance and discipline 4) Cordial and harmonious relationship with peers 5) Personality development 6) Clearance of backlogs

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<http://www.vignaniit.com>

7.3 - Institutional Distinctiveness

7.3.1 - Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Most of the students of VIGNAN'S INSTITUTE OF INFORMATION TECHNOLOGY coming from rural background lack good English communication capabilities. Since, the institute makes special efforts to cover this deficiency through a 100 Hr special English language coaching, in association with Cambridge University. Well equipped with learning platforms like Rosetta Stone, Speech Solutions, TOEFL Mastery, and curriculum supported content like Mindscapes, the English Language Lab with 74 system worth Rs.28 lakhs enables semi-urban and rural students of VIIT to immerse themselves in computer aided language learning (CALL). Further, the lab curriculum provide scope for activities and tasks that help students to communicate proficiently with their teachers and peers in English, and correct their grammatical errors and helps students to prepare for Cambridge Exams like PET in the first year and BEC in the third year and secure high pass percentage in these international certifications. Thus the English lab is helping to boost the communication skills and confidence levels of the students, enabling them to perform better in campus interviews.

Provide the weblink of the institution

<http://www.vignaniit.edu.in>

8.Future Plans of Actions for Next Academic Year

Plans of the institution for next year 1. Commissioning of new building infrastructure now under construction. 2. Achieve autonomy during the next academic year. 3. Establish Centres of Excellence in CSE, ME and EEE departments. 4. Increase the current strength of doctorate faculty by around 30. 5. Courses beyond the university curriculum to make students industry ready 6. Improvement in consulting output from the institution to better, interaction with industry. 7. Set up the Incubation Center.