



SELF STUDY REPORT

FOR

1st CYCLE OF ACCREDITATION

BIJU PATNAIK INSTITUTE OF INFORMATION TECHNOLOGY AND MANAGEMENT STUDIES

**PLOT NO F/4, CHANDAKA INDUSTRIAL ESTATE, OPPOSITE INFOCITY,
PATIA, BHUBANESWAR**

751024

www.biitm.ac.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Biju Patnaik Institute of Information Technology and Management Studies (BIITM) was established in 1999 by the Gokarneswar Charitable Trust to provide high-quality, affordable management education. Over the past 25 years, BIITM has grown from its humble beginnings into one of Odisha's leading management institutions.

BIITM is located in Chandaka Industrial Estate, Bhubaneswar, which is a key education and IT hub. It spans over an area of 1.1 acres. It has a modern infrastructure and lush green campus, which create an elegant learning environment.

It was established by the visionary Late Kalapatru Das, whose dedication to education continues to drive our mission. We offer a 2-year full-time MBA & MBA (Business Administration) programs and 5-year Integrated MBA programme that are approved by AICTE and affiliated to Biju Patnaik University of Technology, Odisha.

BIITM campus provides modern amenities such as air-conditioned classrooms with the latest technology, a library full of academic resources, and a well-equipped auditorium for various events. We offer recreational facilities like sports and cultural programmes to widen students' gamut of experience.

BIITM's commitment to excellence is reflected in its recent achievements, including four consecutive University Gold Medals in the past four years, highlighting our focus on academic excellence. Our ISO 9001:2015 certification and NAAC accreditation further confirm our adherence to high academic standards.

The goal of BIITM is to help students achieve their career aspirations by fulfilling its commitment to quality education and reinforcing its legacy of impactful learning.

Vision

To achieve excellence and reputation as a nationally acclaimed business school for developing managers and leaders who will shape the world in future.

Mission

- To provide excellent academic ambience with adequate exposure to the business world in order to create innovative leaders and enterprisers with strong ethical values.
- To consistently endeavor to achieve 3600 transformation of students' talents, attitude, and personality.
- Encouraging and supporting entrepreneurship by providing an inspiring and supportive ecosystem.
- Incubating the professional values of ever-changing work culture, integrity, team spirit, commitment, and concern for sustainability in all aspects of the society and economy.

Quality Policy

To aid the students in achieving educational and professional excellence by providing timely delivery of

academics in an innovative manner by continually improving and upgrading institutional resources with true team management.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- Celebrated its 25 years of imparting Higher Education
- NAAC Accredited and An ISO 9001: 2015 certified institution.
- An UGC 2(f) and 12(B) recognized Institute.
- Acting as a Nodal Research Center for the affiliating university.
- Plastic-free, litter-free, green and eco-friendly campus.
- Rigorous academic programs that provide students with knowledge, skills, and competencies needed to enter into the workforce.
- Student-teacher rapport conducive to the development of interpersonal skills and involvement in co-curricular activities to nurture leadership qualities.
- Recognized as a Local Chapter of SWAYAM- NPTEL (Govt. of India).
- Effective mentoring system with ideal mentor-mentee ratio.
- Add-on courses to enrich the existing curriculum.
- Skill based and certification courses necessary for professional opportunities
- A participative style of management including all stakeholders; Representation of Students in the governing body and all committees.

Institutional Weakness

- Institute does not have academic autonomy.
- The affiliating University does not stick to its own academic calendar resulting in lags in course conduct and exams.
- The fees decided by the Fee Structure Committee is a barrier to the improvement of infrastructure and other developmental work.
- Institute does not have the flexibility in framing the curriculum.
- Institute does not have the flexibility to prepare its academic calendar independent of the University.

Institutional Opportunity

- Autonomous degree granting college and other openings as per NEP 2020.
- Scope for starting new innovative programmes.
- Possession of adequate land for future expansion of the campus.
- Expansion of the scope for consultancy after empanelment through 2(F) and 12B by the UGC.
- Conversion of all classrooms into smart ones and training of students to handle sessions and conferences with ICT tools.

Institutional Challenge

- Absence of permanent affiliation system from the University.
- Due to the extensive university curriculum, there is limited scope and time available for skill development.
- Non-availability of Govt. grants and funds.
- Retention of faculty members for a longer period.
- Imparting soft skills and technical to students to enable them to meet the challenges of the market.
- Attracting international recruiters to the campus.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Biju Patnaik Institute of Information Technology and Management Studies (BIITM) is affiliated to Biju Patnaik University of Technology (BPUT), Odisha. The institute implements the curriculum framed by the University and adopts a structured approach to curriculum planning and delivery. At the beginning of each academic year, the institute frames its internal Academic Calendar in accordance with that of the affiliating university, The Principal and the Dean along with a team of dedicated faculty members ensure that the scheduled curricular and co-curricular activities are carried out meticulously. Curriculum delivery at BIITM involves a wide range of teaching methods including lectures, presentations, case studies, and interactive sessions, and integrates them with the use of ICT tools to engage students effectively. Continuous internal assessments are scheduled as per the academic calendar, with transparent evaluation processes and mechanisms.

The Institute provides vital support to students through a mentor-mentee system. BIITM has introduced 46 value-added certificate courses with academic flexibility and 2424 students have enrolled for these courses during the assessment period. The students are encouraged to participate in SWAYAM-NPTEL online courses for further enhancement of knowledge and skills. BIITM has been justifiably recognized as an NPTEL local chapter.

The institution also gives encouragement to engage in projects and internships to promote professional and research aptitude. During the current academic year, 334 students were benefitted through various projects. Experiential learning is emphasized through internships, industrial visits, and seminar projects, and add-on courses are offered to increase employability.

The Institute takes feedback from teachers, students, alumni, parents and employers for curriculum evaluation and improvement. Feedback reports and action plans are publicly available on the institution's website, demonstrating BIITM's commitment to transparency and ongoing enhancement of its academic excellence.

The institute thus adopts an effective curriculum delivery mechanism, and strives hard to inculcate human values, professional ethics, gender sensitivity and environmental sustainability through effective delivery of the curriculum and through various other programs and activities.

Teaching-learning and Evaluation

BIITM has enrollment percentage of 94.12% of its intake capacity during this assessment period.

The institution has 100% full-time faculty, with the number of sanctioned posts increasing from 32 to 42 over

the past five years more than 40% of the faculty have NET and Ph.D. degrees, which indicates the institution's commitment to academic excellence and continuous professional development. The Institute maintains 19.93:1 Student Faculty ratio which reflects an optimal distribution of faculty to students.

BIITM has consistently filled up 83.9% of seats reserved for SC, ST, and OBC categories, with the number of students admitted from these reserved categories rising from 195 in 2019-20 to 322 in 2023-24.

The Mechanism of Internal and External assessment is transparent and the grievances are resolved in a timely manner. The robust process of grievance redressal at the Institute as well as at the University level takes care of students' grievances in an efficient and time-bound manner with due focus on transparency and acceptability.

The POs and COs are displayed on the college website and communicated to students. The attainment level of students is assessed for every semester as well as cumulatively.

The institute offers experiential learning such as industrial visits, live projects, and summer internships to provide students with practical insights and real-world applications. The Institute also arranges participative learning through seminars, workshops, group presentations, and role-playing activities to encourage active student engagement and collaborative learning.

BIITM integrates ICT tools effectively in its teaching learning process by using platforms like PowerPoint, Google Classroom, and BIITMIS (the institution's ERP-based LMS). These tools also facilitate the distribution of study materials, conduct of online quizzes and tests, and collection of student feedback. Faculty members regularly review and refine their teaching strategies based on this analysis, supported by feedback from the Dean and the Principal. The institution's pass percentage for final-year students is exceptionally high at 99.18%, indicative of its effective teaching and evaluation strategies.

Research, Innovations and Extension

During the last five years, BIITM has significantly enhanced its ecosystem for innovation and entrepreneurship. The institute has collaboration with renowned organizations such as AIC-CVRCE Foundation and Bhubaneswar Club of Entrepreneurs, and has set up an Entrepreneurship Development Cell in 2019. Such collaborations have increased the number of student-related events including participation in Ideathons, culminating in the registration of the BIIT-MIC Incubation Centre in 2022. The institute is also active in the Institution Innovation Council (IIC) and has an Intellectual Property Rights (IPR) Cell which has published three patents and conducted seminars on IPR.

With regard to cultural sensitivity, BIITM has included Indian Knowledge System (IKS). It offers a course entitled 'Management Lessons from Ancient India' for the students. The institute facilitated mass awareness camps in health, cleanliness, and environment conservation apart from getting involved in various social causes such as health camps and Blood Donation camps in association with Red Cross and Environment Conservation Society.

Further, BIITM has justified its commitment to academic excellence and industry engagement by conducting more than 45 workshops and seminars on research methodology, intellectual property rights (IPR), and entrepreneurship during the period of assessment. These events give students and teachers useful knowledge and hands-on skills. In addition to these initiatives, faculties have contributed around 39 research papers and book chapters in the last year alone. The Institute has signed nearly fifty functional Memorandums of

Understanding (MoUs) and established linkages with various institutions and industries. These partnerships have strengthened the institute's industry engagement, leading to the enhancement of career opportunities for its students.

Infrastructure and Learning Resources

The Institute is located in a lush green campus in Smart City Bhubaneswar, sprawling over 1.01 acres with a built-up area of 3,275 square meters to support a wide range of academic and co-curricular activities.

It has 13 ICT-enabled classrooms with Wi-Fi facility, three tutorial rooms for small group interactions, two computer labs with 130 LAN-connected desktop computers and an air-conditioned auditorium with a 300-seat capacity to enhance academic support. The institute emphasizes comprehensive student and faculty support with dedicated rooms for various student services, including placement guidance, women's development, and research. BIITM is equipped with lifts, ramps, wheelchairs, and accessible washrooms for differently-abled students.

BIITM has invested significantly in the upkeep of its facilities during this assessment period. The percentage of expenditure for infrastructure development and augmentation excluding salary during the last five years is 27.72. The expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component during the last five years is 72.28 lakhs.

BIITM library is fully automated with KOHA ILMS and has remote access to a range of digital resources. The library also has a collection of over 2912 titles, 19579 volumes, 34 journals and 10 daily newspapers. It subscribes to e-resources like Pro Quest, J-Gate, and DEL NET.

The Institute has upgraded its IT infrastructure to meet the emerging requirements. It has 9 Laptops and 214 Desktop computers, out of which 190 Desktop computers are exclusively available for students' use. The student computer ratio is 4.41:1. The students are provided with 260Mbps bandwidth of internet connection as well as a secure firewall. The Institute has a video conferencing room, a biometric attendance system, and a regularly updated website.

Student Support and Progression

BIITM makes sustainable efforts for student support and is passionate about academic excellence and holistic development of students. Students are informed about Government / Non-Government scholarships through circulars. The number of students benefited by scholarships has significantly increased over the past five years. In the academic year 2023-24, 186 students have benefited compared to 27 in 2019-20.

The Institute organizes a range of activities on soft skills, language and communication skills, life skills (such as yoga, physical fitness, and health), and ICT/computing skills to boost students' capabilities in terms of capacity development and skills enhancement. During this assessment period, 1039 number of students were benefitted by guidance for competitive examinations and career counselling offered by the institute.

BIITM has established a comprehensive grievance redressal mechanism to address student concerns through dedicated committees by implementing statutory guidelines, conducting awareness programs, and providing scope for grievance submission and timely redressal.

The number of students placed and / or progressed to higher education during the last five years is 1047 out of 1208 outgoing students.

The institute's programs are designed to prepare students for the diverse demands of the modern workforce, fostering both personal and professional growth. Despite a relatively lower percentage (3.11%) of students qualifying in state, national, or international level examinations over the past five years, BIITM remains committed to improving these figures through enhanced support and preparation strategies.

The institute has gathered 37 awards/medals at various levels over the past five years and has participated in 59 sports and cultural programs during the period.

BIITM has a registered Alumni Association which plays a pivotal role in supporting the institution. The association facilitates alumni involvement in academic events, career guidance, and campus recruitment. Alumni contribute to student development by sharing their professional experiences, offering internships, and providing financial support for various activities. The Annual Alumni Meet fosters connections and keeps alumni engaged with the institution's progress, reinforcing the bond between past and present students.

Governance, Leadership and Management

The Institute is promoted by Gokarneswar Charitable Trust which has constituted the Board of Governors (BOG) whose chairman is the Executive Director. The Institute's goals align closely with its vision and mission to offer students a comprehensive education.

The Principal is in charge of day-to-day operations, with the BOG overseeing key functions such as finance and infrastructure. The institute operates on a system of decentralized governance whereby the various decision-making bodies are composed of faculty, staff and most importantly, students. Promoting the National Education Policy is one of our goals including teacher training, education infrastructure development and student's skill development through add-on courses and industry sessions. BIITM's strategic vision is to achieve autonomy by 2027, and to develop into a Technical Campus subsequently. It values sustainable development through careful planning, all stakeholders' involvement in policy making, and maintenance of high standards in academics.

The Institutional Development Plan (IDP) is pivotal to BIITM's processes and procedures, and it involves all stakeholders in implementation and conduct of regular progress reviews. Financial management, which is principally funded by student fees, supports a variety of academic, infrastructure, and employee welfare initiatives. The e-governance of the institute is duly in place. Other areas of importance include performance appraisals as well as continued training and development of its faculty and a supportive environment. The Internal Quality Assurance Cell of this institute focuses on promoting and maintaining the quality of education, and this is done through regular meetings, as well as collecting and reviewing feedback from different stakeholders and various teaching and non-teaching development program initiatives.

Workshops, industry collaborations, and timely report submission to regulatory bodies are among the IQAC initiatives. The Institute's pledge to quality is apparent in its structured approach to governance, quality assurance, and incremental improvement, which drives its vision of becoming a Centre of Excellence.

Institutional Values and Best Practices

Celebrating of 25 years of its existence BIITM has earned the reputation not only in Academics but also in the field of corporate employment where its students are doing extremely well. BIITM believes in equal opportunity for all, and it has created an eco-system where gender equity is an esteemed value. The Institute has a good number of female faculty as well as girl students justifying its Gender Equity philosophy. While delivering input to the students, the Institute also emphasizes the inculcation of human values. In addition to its efforts towards cultural and national integration, it also raises the awareness of its stakeholders about their constitutional rights and responsibilities as citizens of an emergent India.

The Institute located in the heart of the city maintains a service campus with utmost care for the environment and its protection. The leadership always explores alternative sources of energy and ensures that everything is done to make the campus clean and green.

BIITM has produced University Toppers who have received Gold Medals for the last four consecutive years. They have added to the Institute's brand value in Academics. Our faculty members, while nurturing the students, ensure that they are not only ready for the corporate world, but also ready to serve the society by protecting and preserving the environment and by helping the deprived sections of the society. The leadership always focusses on creating valuable human resources by developing the students in a holistic manner for the larger interest of the Nation.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	BIJU PATNAIK INSTITUTE OF INFORMATION TECHNOLOGY AND MANAGEMENT STUDIES
Address	Plot No F/4, Chandaka Industrial Estate, Opposite Infocity, Patia, Bhubaneswar
City	Bhubaneswar
State	Orissa
Pin	751024
Website	www.biitm.ac.in

Status of the Institution	
Institution Status	Private

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details		
State	University name	Document
Orissa	Biju Patnaik University of Technology	View Document

Details of UGC recognition		
Under Section	Date	View Document
2f of UGC	14-05-2024	View Document
12B of UGC		

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
AICTE	View Document	08-05-2024	12	AICTE issue Extension of Approval every year based on our application

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Plot No F/4, Chandaka Industrial Estate, Opposite Infocity, Patia, Bhubaneswar	Urban	1.1	3275

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
PG	Integrated(PG),Management,MBA	60	Intermediate	English	78	69
PG	MBA,Management,Business Administration	24	Graduation	English	78	78
PG	MBA,Management,	24	Graduation	English	234	234

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	6				7				28			
Recruited	6	0	0	6	4	3	0	7	16	12	0	28
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				38
Recruited	32	6	0	38
Yet to Recruit				0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				3
Recruited	3	0	0	3
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	5	0	0	3	3	0	5	3	0	19
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	1	0	0	1	0	0	11	9	0	22
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties					
Number of Visiting/Guest Faculty engaged with the college?	Male		Female		Total
		0	0	0	

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
PG	Male	210	5	0	0	215
	Female	164	2	0	0	166
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years

Category		Year 1	Year 2	Year 3	Year 4
SC	Male	12	10	11	7
	Female	11	6	3	5
	Others	0	0	0	0
ST	Male	4	4	3	2
	Female	6	5	2	5
	Others	0	0	0	0
OBC	Male	35	25	23	25
	Female	12	17	10	10
	Others	0	0	0	0
General	Male	164	176	119	127
	Female	137	136	108	99
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		381	379	279	280

Institutional preparedness for NEP

<p>1. Multidisciplinary/interdisciplinary:</p>	<p>Our institution is dedicated to implementing the vision of National Education Policy (NEP) 2020 by fostering an academic environment that integrates diverse fields, and preparing students for the complexities of the modern business world. Vision for a Holistic Multidisciplinary Institution: As a management institution, our vision is to transform into a holistic learning environment where students can seamlessly integrate knowledge from various disciplines. We aim to equip our students with the ability to think critically and creatively across different domains. By developing partnerships with other institutions and industries, we plan to offer programs that blend management with technology,</p>
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humanities, and the social sciences. This will enable our students to develop versatile skills that are highly valued in the global market. Integration of Humanities and Science with Management: To achieve a comprehensive educational experience, we are actively incorporating elements of humanities and sciences into our management curriculum. Courses such as "Business Ethics" and "Data Science in Business" are designed to provide students with a deeper understanding of the ethical, cultural, and technological dimensions of business. By integrating these disciplines, we ensure that our graduates are not only skilled managers but also thoughtful leaders who can navigate diverse challenges. Flexible and Innovative Curricula: Our institution offers flexible and innovative curricula that include credit-based courses and projects focused on community engagement, environmental education, and value-based learning. For example, our "Corporate Social Responsibility (CSR) Projects" allow students to work on real-world projects with local communities, promoting sustainability and environmental practices. Such initiatives ensure that students gain practical experience while contributing positively to society. Multidisciplinary Flexible Curriculum: As an affiliated institute, we adhere to the curriculum framework designed by the University. Our courses are designed to align with the NEP's focus on holistic and multidisciplinary learning. Students can benefit from a curriculum that includes electives and interdisciplinary projects, allowing them to tailor their educational experience according to their interests and career goals. This approach ensures that students receive a comprehensive education that maintains rigorous academic standards while preparing them for diverse professional challenges. Multidisciplinary Research Endeavours: Our institution is committed to engaging in multidisciplinary research to address complex business and societal challenges. We have established a Research Cell that focuses on the participation of both students and faculty in various research areas. Multidisciplinary/Interdisciplinary Approaches: Our institution actively engages students in project work that involves collaborating with diverse teams to address complex business challenges. These projects foster creativity and critical thinking by encouraging students to apply knowledge from various disciplines.

	<p>Additionally, we regularly host conferences and seminars that emphasize the importance of interdisciplinary learning in management education, helping students understand and appreciate the value of integrating different fields of study. By implementing these initiatives, our institution is fully committed to realizing the goals of NEP 2020.</p>
<p>2. Academic bank of credits (ABC):</p>	<p>Academic Bank of Credits (ABC) Implementation: As an affiliated institution, we are aligned with the initiatives taken by our university in respect of the Academic Bank of Credits (ABC), as proposed in the National Education Policy (NEP) 2020. While the overall management and implementation of the ABC system are handled by the university, we actively support and integrate these efforts into our institution.</p> <p>Initiatives for Academic Bank of Credits: To support the implementation of the Academic Bank of Credits, we ensure that our academic programs are structured in accordance with the guidelines set by our university.</p> <p>Registration with the Academic Bank of Credits: While the registration and management of the Academic Bank of Credits are conducted by our university, we provide the necessary support to our students to take full advantage of the system.</p> <p>Efforts for Collaboration and Internationalization: As an affiliated institution, we do not have independence for collaboration. However, we remain committed to exploring future opportunities for internationalization and are prepared to support any university-led efforts to enhance our students' educational experiences through global exposure.</p> <p>Encouraging Faculty Innovation: We encourage our faculty to design their own pedagogical approaches. Faculty members have the autonomy to choose textbooks, reading materials and assignments that align with their course objectives. We provide support through workshops and training sessions to help the faculty develop innovative teaching strategies.</p> <p>Good Practices in Implementing ABC: During the Deeksha Arambh Program, we sensitize the students with respect to Academic Bank of Credits, its concept, values and benefits. The Professor In-charge of ABC also ensures the students' participation in various value-added programs for their own ABC.</p>
<p>3. Skill development:</p>	<p>Skill Development: Our institution is committed to enhancing soft skills and technical skill development among students. We recognize the importance of skill</p>

development and are actively exploring opportunities to strengthen these areas. Efforts to Strengthen Soft Skills: Soft skills are equally important for MBA and IMBA Students for increasing their employability. It is our emphasis to impart soft skills to students through regular weekly classes. Providing Value-Based Education: Our institution is dedicated to providing value-based education that fosters, ethical and universal human values. We emphasize the development of qualities such as truth (Satya), righteous conduct (Dharma), peace (Shanti), love (Prem), nonviolence (Ahimsa), scientific temper, and citizenship values through our curricular and extracurricular activities. This approach aims to develop well-rounded individuals who contribute positively to society. Efforts Related to Skill Development: We invite industry experts and senior corporate leaders from time to time to impart the skill development programs to our MBA as well as IMBA students. We have integrated good practices in skill development and initiated steps towards fostering a culture of skill enhancement. We regularly conduct classes on soft skills and professional development, providing students with opportunities to gain valuable insights and improve their competencies.

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

Indian knowledge system is one of the oldest banks of knowledge of the entire world. Over the years, after our independence, we have been emphasizing the adoption of the western knowledge system in our Higher Education system. In the latest NEP, which was released in 2020, the focus has been given to ensure the understanding of and apply the Indian Knowledge System in every discipline. The wellness of body, mind and soul has been ensured through conduct of Yoga at regular intervals for all its stake holders. The dissemination of knowledge, with regard to the Vedas, the Upanishads and various scriptures has been a regular practice in Faculty and student seminars and meetings. Moreover, the Institute has taken a great stride in persuading the affiliating University to revamp the entire curriculum of MBA & IMBA and to include Indian Knowledge System in the Course Curriculum. After lots of effort and continuous chase with the Board of Studies of BPUT, Curriculum Conclave was organized where we received overwhelming support to include subjects which will take care of the Indian knowledge

	<p>system. The Board of Studies has reframed the structure of MBA & IMBA programs and introduced various papers in the final curriculum. These Subjects are (i) Management Lessons from Ancient India, (ii) Universal Human Values, Ethics and Environment, (iii) Health and wellness etc. It is our pleasure to that the new curriculum has come into force from the current Academic Year 2024-25. Besides this, the Institute has been providing various sessions on Indian knowledge System from time to time.</p>
<p>5. Focus on Outcome based education (OBE):</p>	<p>The institute has been focusing on Outcome Based Education. Due to the Institute's Initiatives, BPUT organized the BOS meeting and finalized the new curriculum which has come into effect from the academic year 2024-25. Every subject of the new curriculum bears the Course Outcomes. The institute has also sensitized its students about the OBE, Course Outcomes and Program Outcomes at the start of the new semester through its faculty members. The Institute has taken the initiative to display the Program Outcomes at Academic and Administrative areas of the building. Many Workshops and awareness programs were organized by the institute to inculcate the true spirit of outcome-based Education in all the stake holders. The Institute ensures that during induction of the batches of MBA and IMBA, OBE is getting highlighted appropriately for fulfilling its purpose.</p>
<p>6. Distance education/online education:</p>	<p>Our institution is committed to enhancing educational delivery through online classes and technological tools. While we do not offer formal Distance and Online Education (ODL) programs, we actively utilize online platforms to support our teaching and learning activities. Vocational Courses through ODL Mode: Currently, our institution does not offer vocational courses through ODL mode. We are focused on delivering our programs primarily through traditional and online class formats. Development and Use of Technological Tools: Our institution has made significant strides in incorporating technological tools into our teaching and learning activities. Online Classes: We conduct online classes using platforms such as Google Meet and Zoom, which enable us to deliver lectures, facilitate discussions, and engage students in real time. Learning Management System (LMS): We utilize an LMS to manage course content,</p>

assignments, and attendances. This system supports both synchronous and asynchronous learning, providing students with a flexible and interactive learning environment. **Blended Learning:** We are developing blended learning models that combine online and in-person instruction. This approach allows us to offer a more flexible and comprehensive educational experience. Blended learning includes online lectures and resources complemented by face to-face interactions and practical sessions. **Good Practices in Online Education:** In alignment with NEP 2020, we have implemented several good practices in our online education efforts. **Interactive Online Sessions:** We ensure that online classes are interactive by incorporating tools such as polls, breakout rooms, and live Q&A sessions. This helps maintain student engagement and fosters a collaborative learning environment. **Student Support Services:** We provide robust support services for online learners, including technical assistance and academic counseling. This ensures that students have the resources and guidance they need to succeed in an online learning environment. **Regular Feedback and Improvement:** We regularly collect feedback from students regarding their learning experience. This feedback is used to continuously improve our teaching practices and address challenges in learning.

Institutional Initiatives for Electoral Literacy

1. Whether Electoral Literacy Club (ELC) has been set up in the College?	An Electoral Literacy Club exists in Biju Patnaik Institute of Information Technology and Management Studies. The ELCs motivates voters for effective participation in the electoral process.
2. Whether students' co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?	Yes, the Institute has functional ELC, consisting of student coordinators and faculty co-coordinators.
3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of	Before State and Union elections, the students and faculty members are encouraged to vote so that they have a say in the State and Nation building. The faculty members motivate the students to vote for the nation.

<p>poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.</p>	
<p>4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.</p>	<p>The Institute has undertaken awareness programs to vote for the Nation. The main objective is to encourage the young voters who are eligible for voting, to participate in the voting process This was done by the stake holders of the Institute in true spirit.</p>
<p>5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.</p>	<p>Most of the new voters entering the Institute are 18 years or above and are eligible to vote. The Institute creates awareness among students to enroll as voters in the electoral process in the online mode and visit Jan Seva Kendras. The drive was done inside and beyond the campus.</p>

Extended Profile

1 Students

1.1

Number of students year wise during the last five years

2023-24	2022-23	2021-22	2020-21	2019-20
837	745	649	563	469

File Description	Document
Upload Supporting Document	View Document
Institutional data in prescribed format	View Document

2 Teachers

2.1

Number of teaching staff / full time teachers during the last five years (Without repeat count):

Response: 55

File Description	Document
Upload Supporting Document	View Document
Institutional data in prescribed format	View Document

2.2

Number of teaching staff / full time teachers year wise during the last five years

2023-24	2022-23	2021-22	2020-21	2019-20
38	37	38	38	32

3 Institution

3.1

Expenditure excluding salary component year wise during the last five years (INR in lakhs)

2023-24	2022-23	2021-22	2020-21	2019-20
541.62	379.71	279.21	144.38	223.57

File Description	Document
Upload Supporting Document	View Document

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1

The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment

Response:

The Institute undertakes Curriculum Planning before commencement of Academic year after discussion in **Academic Review Meeting**.

1. **Academic Calendar:** Institute prepares Internal Academic Calendar in consonance with the Affiliating University's Academic Calendar.
2. **Subject Allocation:** Subjects are allocated to faculty by Principal according to their areas of expertise and experience.
3. **Time Table:** The Time Table Committee prepares the Time Table according to subject distribution of different faculties. It is circulated among faculties and students after approval by Principal.

Curriculum delivery was made with the following important aspects:

1. **Use of ICT:** Subject teachers earlier made use of ICT in classrooms for effective delivery, reported course progress and conducted Quiz and Surprise Test on Google platform. In 2023-24 session, the Institute's LMS known as BIITMIS came into operation to take care of different academic processes.
2. **Teaching Methodology:** Every subject teacher prepares a **Course File** with Lesson Plan, CO-PO's and method of delivery such as **Lecture method, PPT, Case study, Video Clips, Flip Presentations, Assignments, Teaching notes, Discussion of previous University question papers**, and above all, **Interaction with students**.
3. **Attendance:** Students' attendance is regularly monitored by Principal and follow-up action was taken by Principal's office.
4. **Course Progress:** Every subject teacher records course progress online for each class. The Principal monitors the course progress regularly and suggests correction wherever necessary.
5. **Students' feedback:** Feedback on the subject teacher's performance is collected online. The feedback analysis is prepared and scrutinized by Principal's office and intimated to concerned faculty members for improvement.
6. **Continuous Internal Assessment:** For each subject, 50 marks are allocated for continuous internal assessment. Internal Academic Calendar fixes the schedule for different components of Internal Assessment.

After each test, scripts are evaluated by the subject teacher and shown to students in class with advice on how to do better. Students' grievances regarding evaluation are also addressed.

1. **Result Analysis:** University results are analyzed for each subject in terms of average SGPA, considering grade points of individual students.
2. **Mentor-Mentees:** Each faculty mentor is assigned a group of mentees, and interaction between them is conducted to identify and solve the issues of the mentees in respect of Academics, Examinations, SIP, Placement assistance etc.
3. **SWAYAM-NPTEL Courses:** Faculty members are encouraged to attend SWAYAM-NPTEL courses to update their subject knowledge and pedagogy whereas bright students enroll for NPTEL courses related to their course subjects to gather advanced knowledge.
4. **Experiential Learning:** Students get exposure to experiential learning in Internship, Industrial visit and Seminar Project presentation under the guidance of faculty members.
5. **Add-on Courses:** Institute conducts Add-on courses as per Industry and Trade requirements for better employability.
6. **University Gold Medal:** Institute takes special care of the bright students of each batch, as a result of which BIITM students have been awarded five University Gold Medals in MBA for outstanding achievement in 2016, 2019, 2020, 2021 and 2022.

These are the systems and tools adopted in BIITM to ensure effective curriculum planning and delivery, and to achieve projected academic outcomes.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

1.2 Academic Flexibility

1.2.1

Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)

Response: 36

File Description	Document
List of students and the attendance sheet for the above mentioned programs	View Document
Institutional programme brochure/notice for Certificate/Value added programs with course modules and outcomes	View Document
Institutional data in the prescribed format	View Document
Evidence of course completion, like course completion certificate etc. Apart from the above:	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

1.2.2

Percentage of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

Response: 54.34

1.2.2.1 Number of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

2023-24	2022-23	2021-22	2020-21	2019-20
837	745	76	84	31

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

1.3 Curriculum Enrichment

1.3.1

Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability in transacting the Curriculum

Response:

The university curriculum includes topics and issues related to Professional Ethics, Gender, Environment and Sustainability and Human Values as follows:

Area	Name of the course & Course Code	Topics Covered
Professional Ethics	Business Environment & Ethics 18MBA109	Need, Importance, Nature, Scope and Objectives of Ethics, Factors influencing business ethics, Ethical aspects in Marketing, Finance, HR, Ethical Decision Making.
	International Business 18MBA206 & 16IMN704	Ethical issues in international business, Ethical decision making
	Human Resource Management 16IMN604	Ethical issues in HRM
	Business Ethics 16IMN605	Ethics & business, decision making (normal dilemmas and problems), managing ethics, ethical issues in functional areas of business (Marketing, Finance, HR)
	Product & Branding Management 16IMN903A & 18MBA402A	Branding ethics
	Business Law 18MBA108	Ethical considerations in Law of Contract, Special Contract and Company Laws
Environment & Sustainability	Marketing Management 18MBA102 & 16IMN402	Green Marketing
	Supply Chain Management & Logistics 18MBA301D	Supply chain sustainability in business management
	Operations Strategy 18MBA303D	Environmental and social sustainability strategy
	Sourcing Management 18MBA402D	Sustainability and sourcing, green sourcing
	Environmental Studies 16IMN205	Man-environment relationship, environmental ethics, environment awareness programmes, environmental issues and controlling measures, environmental protection – policies and legislation, Environmental management

		system
Gender	Consumer Behaviour 18MBA301A	Characteristics of modern women and netizens
	Employment Legislations 16IMN505	Maternity benefit, health, Minimum Wages Act, 1948, Payment of Wages Act, 1936, Factories Act, 1948
	Human Resource Management 16IMN604	Compensation Management
Human Values	Consumer Behaviour 16IMN801A	Culture and its impact on consumer behaviour, cultural values, cultural changes, cross cultural understandings, changing role of families
	Organizational Behaviour 18MBA103	Personality and Values

Professional Ethics:

BIITM actively integrates professional ethics throughout its curriculum to mold ethical professionals. Faculty members weave ethical principles into classroom discussions and case studies, urging students to resolve ethical dilemmas in real-world contexts.

Marketing courses spotlight ethical advertising practices and emphasize consumer welfare, prompting students to ponder the societal and environmental impacts of marketing endeavor.

HR classes educate students on ethical recruitment, diversity, and inclusion, fostering equity in workplaces.

Finance modules underscore corporate governance and significance of financial transparency in sound financial decision-making.

Operations courses incorporate ethical considerations into supply chain management and workplace safety.

IT classes enlighten students on data privacy, cybersecurity and digital ethics.

Classes on Business Law emphasize ethical considerations with regard to Law of Contract, Special Contract and Company Law.

Gender:

BIITM fosters an inclusive learning environment by implementing gender-sensitive practices, furthering equity and inclusion. Gender sensitization permeates various subjects such as Consumer Behavior, Employment Legislation and Human Resource Management.

Human Values:

BIITM fosters empathy, integrity, and respect for diversity through community engagement and cultural exchange, and reinforces their importance in subjects like Consumer Behaviour wherein students explore how cultural values shape consumers' ethical beliefs and preferences for sustainable products and attitudes towards corporate social responsibility. Organizational Behaviour explores how individual personalities contribute to shaping of organizational culture and values.

Environment and Sustainability:

In addition to integrating environmental awareness into its curriculum, BIITM champions environmental sustainability practices through webinars, clean-up campaigns and tree planting drives. These efforts nurture environmental ethos and responsible citizenship among students.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

1.3.2

Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)

Response: 29.75

1.3.2.1 Number of students undertaking project work/field work / internships

Response: 249

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

1.4 Feedback System

1.4.1

Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website

Response: C. Feedback collected and analysed

File Description	Document
Feedback analysis report submitted to appropriate bodies	View Document
At least 4 filled-in feedback form from different stake holders like Students, Teachers, Employers, Alumni etc.	View Document
Action taken report on the feedback analysis	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document
Link of institution's website where comprehensive feedback, its analytics and action taken report are hosted	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1

Enrolment percentage

Response: 94.12

2.1.1.1 Number of seats filled year wise during last five years (Only first year admissions to be considered)

2023-24	2022-23	2021-22	2020-21	2019-20
381	379	279	280	217

2.1.1.2 Number of sanctioned seats year wise during last five years

2023-24	2022-23	2021-22	2020-21	2019-20
390	390	312	300	240

File Description

Document

Institutional data in the prescribed format

[View Document](#)

Final admission list as published by the HEI and endorsed by the competent authority

[View Document](#)

Document related to sanction of intake from affiliating University/ Government/statutory body for first year's students only.

[View Document](#)

Provide Links for any other relevant document to support the claim (if any)

[View Document](#)

2.1.2

Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years

Response: 43.82

2.1.2.1 Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats)

2023-24	2022-23	2021-22	2020-21	2019-20
71	62	19	19	17

2.1.2.2 Number of seats earmarked for reserved category as per GOI/ State Govt rule year wise during the last five years

2023-24	2022-23	2021-22	2020-21	2019-20
113	113	60	90	53

File Description	Document
Institutional data in the prescribed format	View Document
Final admission list indicating the category as published by the HEI and endorsed by the competent authority.	View Document
Copy of communication issued by state govt. or Central Government indicating the reserved categories(SC,ST,OBC,Divyangjan,etc.) to be considered as per the state rule (Translated copy in English to be provided as applicable)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.2 Student Teacher Ratio

2.2.1

**Student – Full time Teacher Ratio
(Data for the latest completed academic year)**

Response: 22.03

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 and teachers use ICT- enabled tools including online resources for effective teaching and learning process

Response:

Student-centric Approach

The educational approach used by BIITM is primarily student-centric. This approach, in addition to fostering independence and boosting students' confidence, helps them move from the role of passive recipients to that of active and involved stakeholders. To improve students' learning experiences, a range of student-centred approaches have been offered, including ICT-based learning, experiential learning, problem-solving, and participatory learning. Our approach is based on the sound premise that each student has unique learning needs, and that it is the Institute's primary responsibility to cater to them.

Experiential Learning:

Students are exposed to experiential learning during their course through the following activities:

- Industrial Visits
- Summer Internship Projects
- Live trading classes
- Live Projects
- Experiential Learning through online exposure and case study discussion in class rooms.

Participative Learning:

Participative learning is ensured through

- Seminars and Workshops
- Group Presentation by Students
- Role play
- Team Building exercises
- Club Activities and Management games
- Business Quiz
- BIIT-MIC activities (BIIT-MIC is the institute's Incubation Centre).
- Conduct of Cultural Programs

Problem solving

The students' critical thinking and problem-solving skills are honed through Case Study Analysis and Group discussions on current economic and business issues.

ICT -Enabled Tools

Faculty members use PowerPoint presentations and Google classroom tools for lectures and assignments. For each subject, the teacher concerned provides soft copies of study materials to students. Teachers also use online resources to draw visual aids such as graphics and videos for classroom teaching. Surprise tests and class quizzes are also conducted by teachers in the online mode. All classes on Digital Marketing, Fundamentals of IT & ERP, Add-on courses like Advanced Excel are taken using ICT tools in the computer labs.

Students are encouraged to prepare and deliver presentations on topics in different subject areas as well as on case studies, using ICT tools.

Students' feedback on class room delivery by various teachers is collected online. Faculty members who function as Mentors to the students allotted to them usually interact with their mentees through google meet. Lesson Plans and Course Coverage details are submitted by faculty members on google sheets and on LMS platform for access of all.

Both students and faculty have enrolled themselves in various SWAYAM- NPTEL courses. This has enriched the Knowledge Quotient of the faculty and students and contributed to the effectiveness of teaching.

By using these ICT tools, BIITM has been at the forefront of creating an excellent learning ambience. The faculty members effectively utilize Audio Visual aids to enhance the students' learning experience through:

- Power point Presentation
- Google classroom
- Soft copy of study materials
- Visual aids and graphics

The Institute is using LMS, which is named as BIITMIS. This system is used to record students' attendance, Lesson Plans, Course Progress, and to access study materials and notifications by the students from time to time.

We plan to raise the level of our student-centricity in the coming years by providing wider scope for experiential learning, participative learning and problem solving to our students and by providing our teachers with incremental ICT -enabled tools.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.4 Teacher Profile and Quality

2.4.1

Percentage of full-time teachers against sanctioned posts during the last five years

Response: 96.32

2.4.1.1 Number of sanctioned posts year wise during the last five years

2023-24	2022-23	2021-22	2020-21	2019-20
42	39	39	38	32

File Description	Document
Sanction letters indicating number of posts sanctioned by the competent authority (including Management sanctioned posts)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.4.2

Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)

Response: 42.08

2.4.2.1 Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D year wise during the last five years

2023-24	2022-23	2021-22	2020-21	2019-20
19	17	19	14	8

File Description	Document
List of faculties having Ph. D. / D.Sc. / D.Litt./ L.L.D along with particulars of degree awarding university, subject and the year of award per academic year.	View Document
Institution data in the prescribed format	View Document
Copies of Ph.D./D.Sc / D.Litt./ L.L.D awarded by UGC recognized universities	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.5 Evaluation Process and Reforms

2.5.1

Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient

Response:

Internal/External Assessment :

In the beginning of each semester, information regarding various components of internal assessment is communicated to students. The Institute prepares an Academic Calendar which includes schedule of internal assessment tests and strictly followed.

The marks for internal assessment are 50 out of a total of 150 marks in each paper; 100 marks are earmarked for the semester-end University examinations.

The components of internal assessment stipulated by the University are as follows :

Components	Marks
Class Test -I	15
Class Test –II	15
Surprise Test	05
Quiz	10
Assignment	05
Total	50

Class test notice is issued seven days before commencement of the tests which includes the programme, pattern of questions and the portions to be covered in the test. Concerned faculty communicates the students the expected level of questions which helps the students to prepare for the test thoroughly.

Once an internal test is completed, the subject teachers evaluate the answer scripts within seven days. The faculty shows the answer scripts to all students in the class so that they can check their answer

scripts for any anomalies which, if present, are resolved.

Summer Internship Project (SIP) Evaluation: SIP carries weightage of 4 credit points with 100 marks. After completion of SIP, students submit a Dissertation. The Principal constitutes an SIP Evaluation Committee comprising faculty members and an External Evaluator. Students give PowerPoint presentations, and the committee awards marks on the basis of the presentation and viva.

A great deal of emphasis is put on implementation of the evaluation process in an efficient and time bound manner.

All grievances related to internal assessments are resolved in time by the concerned faculties before handing over the compiled marks to the office of the Principal.

Re-Checking and Re-Totaling & Photocopy of Answer Script

Our university has put in place a robust mechanism to deal with student's grievances arising from examinations. A student can apply for both retotaling and rechecking of answer scripts and photocopy of answer scripts within 15 days from the publication of results. The University re-evaluates such papers and changes in marks, if any, are updated in the result sheet of the student and grade point of the student is revised accordingly.

This robust process at the College as well as at the University level takes care of students' grievances in an efficient and time-bound manner with due focus on transparency and acceptability.

Both internal tests and University exams are conducted judiciously following University examination rules, which is ensured through CCTVs installed in all examination halls and the invigilators' vigilance. Confidentiality of the Examination Cell of the Institute is maintained through CCTVs and restricted entry into the Cell. To sum up, the Institute takes all measures to keep the internal and external assessment system clean and takes care of students' grievances in an efficient and time-bound manner with due focus on transparency.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.6 Student Performance and Learning Outcomes

2.6.1

Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website

Response:

BIITM has a system in place for assessment of educational outcomes including attributes that are broader and more encompassing than mere employability requirements and help in the development of academic excellence, good citizenship, skills and competencies. One of the driving forces behind this system is the notion that students should possess the knowledge, skills, abilities and other values in order to avail of dynamic employment opportunities while also comprehending the benefits and constraints of the career perspectives, understanding their role as active citizens in the burgeoning corporate economy. Consequently, some common graduate attributes identified by the academic community have been emphasized in the programme outcomes framework of the management programmes dispensed by BIITM. Some of them are critical thinking skills, research skills, effective communication, leadership, teamwork and digital literacy which contribute not only to the students' corporate readiness but also to their entrepreneurial mindset.

These graduate attributes are best realized through an outcome-based teaching-learning process. Presently, BIITM has carefully crafted 6 Programme Outcomes (POs) ensuring the achievement of the aforementioned graduate attributes, formulated by a team of senior faculty members and HODs during the curriculum design stage and approved by the Board of Studies (BoS). All courses in the programme have well-defined Course Outcomes (COs), which refer to the specific knowledge, skills, behaviors, abilities, or attitudes that students are expected to exhibit upon successful completion of the course. These course outcomes based on the broader goals of the course provide a clear and measurable way to assess whether those goals have been met. The lesson plan for each course is diligently calibrated where topics to be taught in every session is mapped to the COs defined for the course in consultation of the HODs, course faculties and course coordinators. The POs and aligned COs provide both instructors and students with a clear understanding of what is expected from the course in terms of learning outcomes. This clarity helps in organizing the course content, teaching methodologies, and assessment strategies around the mission of achieving these course outcomes, and cumulatively the programme outcomes.

BIITM meticulously displays Programme Outcomes (POs) and Course Outcomes (COs) for all its offerings on its website (<https://www.biitm.ac.in>), and these are also visible on the BIITM Information System (BIITMIS), an ERP-based LMS system implemented by the institute. Additionally, the POs, along with the institute's vision and mission, are prominently displayed within the campus, reinforcing our commitment to the students' attainment of educational excellence. This exemplifies the transparency of our course delivery and commitment to quality management education. This initiative also ensures that students, faculty, and stakeholders are well-informed about educational objectives and learning expectations, fostering an environment of clear goals and engaged learning. By aligning courses and programs with institutional goals, BIITM promotes a cohesive and purposeful educational experience. Furthermore, this practice underpins the process of continuous curriculum evaluation and upgrading, reflecting BIITM's dedication to maintaining high standards of teaching and learning. The public declaration of POs and COs symbolizes BIITM's accountability and its pursuit of excellence in education.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.6.2

Attainment of POs and COs are evaluated.

Explain with evidence in a maximum of 500 words

Response:

For the sake of Assurance of quality Learning, the Institute adopts a systematic assessment policy for evaluating and improving student learning. This helps us to evaluate the course outcomes (Cos) and Programme Outcomes POs of each and every subjects in all the semesters.

BIITM has an effective process related to the attainment of Cos & POs as well. This is an assessment of the learning achieved by students, which then gets directly linked to the overall POs. Student evaluation consists of course-embedded assessments, including internal exams, end semester exams, followed by mapping of student performance directly to Course Outcomes. All the faculty members at BIITM start off by determining COs for their courses and mapping those to the respective POs well before the start of the each semester and prepares the course file. This mapping is captured in the lesson plan to ensure an explicit linkage between the course content and Course Outcomes with the Programme Outcomes.

The Institute holds two internal examinations, Class Tests I and II, each of 30 marks, as per affiliating university guidelines. The faculty members evaluate answers against the questions in internal examinations with COs. Marking and entry are CO-wise, so that accurate records of student performance against each CO can be maintained. The affiliating university, conducts a semester-end examination of 100 marks. Grades are published for students in each course, incorporating internal and university exam marks. BIITM considers both internal assessments and the university grade with respective weightages of 30% and 70% toward determining the final CO attainment for each course. This helps in all-round evaluation combining institute-specific assessments which includes internal marks along with external validation from the university.

Then, subject-wise attainment of COs is computed by analyzing the number of students achieving pre-determined threshold marks (e.g., 60% or more). This gives a clear picture of the performance of students at the CO level. The CO-wise analysis of the performance of students shows the scope of the improvement in each subject to suggest the necessary interventions for future instruction. The Institute developed and adopt the measuring tools in order get the error free calculate with respect to CO & PO attainment.

The conclusions derived from the final CO-PO mapping in different courses of the various semesters are utilised in planning the course for the next batch also have been sharing in the Academic Review meeting and all efforts are made to close the loop between anticipated level of Cos and POs and the students' level of attainment.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.6.3

Pass percentage of Students during last five years (excluding backlog students)

Response: 99.18

2.6.3.1 Number of final year students who passed the university examination year wise during the last five years

2023-24	2022-23	2021-22	2020-21	2019-20
327	270	259	183	169

2.6.3.2 Number of final year students who appeared for the university examination year-wise during the last five years

2023-24	2022-23	2021-22	2020-21	2019-20
333	271	260	185	169

File Description	Document
Institutional data in the prescribed format	View Document
Certified report from Controller Examination of the affiliating university indicating pass percentage of students of the final year (final semester) eligible for the degree programwise / year-wise.	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.7 Student Satisfaction Survey

2.7.1

Online student satisfaction survey regarding teaching learning process

Response: 3.76

File Description	Document
Upload database of all students on roll as per data template	View Document

Criterion 3 - 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 last five years (INR in Lakhs)

Response: 1.05

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

2023-24	2022-23	2021-22	2020-21	2019-20
0	1.05	0	0	0

File Description

Document

Upload supporting document

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

3.2 Innovation Ecosystem

3.2.1

Institution has created an ecosystem for innovations, Indian Knowledge System (IKS), including awareness about IPR, establishment of IPR cell, Incubation centre and other initiatives for the creation and transfer of knowledge/technology and the outcomes of the same are evident

Response:

Innovation Ecosystem

In the last five years, BIITM has taken steps to create a favorable ecosystem for innovations and knowledge transfer. The Institute signed MoUs with AIC-CVRCE Foundation of CV Raman Global University and Bhubaneswar Club of Entrepreneur. Entrepreneurship Development Cell was established in 2019 under which Inter-college Ideathon competition have been conducted for benefit of the students.

The turning point for the Institute was registration of its Incubation Centre BIIT-MIC on the 20th of June 2022 under section 8 of MCA, Govt of India.

After registration, BIITM signed MOUs with leading academic institutions and corporate entities to build an entrepreneurial ecosystem on its campus. This led to participation of students in myriad innovative

and entrepreneurship activities. Since 2021, management students have participated in events such as Hackathons, Ideathons, Business quizzes, etc., at IIT Bhubaneswar, Startup Odisha, Silicon Institute of Technology, KIIT Technology Business Incubator etc. Our students bagged top prizes on five occasions for showcasing their innovative ideas.

BIITM organized entrepreneurial events such as Shark Tank and BPUT Tech Carnival. Students from 10 colleges from across Odisha, were given a platform to pitch their innovative ideas. BPUT, the affiliating University's Tech-Carnival was hosted on the campus in 2023, in which the event "Pitch Deck using Canva Video" was organized for students from 16 BPUT affiliated colleges demonstrating their innovations before a jury comprising industry experts.

The Institute's outreach activities included visits to Incubation Centres of prestigious institutions like Odisha Hub, AIC-CVRCE Foundation, IIT Bhubaneswar, Silicon University, etc. Students were also allowed to participate in seminars and workshops on Innovation and Entrepreneurship in these institutions.

Institution Innovation Council (IIC)

BIITM has been a constituent member of Institution Innovation Council (IIC) under Ministry of Education, Govt. of India since December 2022. Quarterly reports of activities at the Institute are uploaded on the IIC portal regularly.

Indian Knowledge System (IKS)

The Institute has implemented various measures to tap into the rich tapestry of Indian knowledge and philosophy as per NEP 2020. Integrated MBA 2nd semester students of BIITM attended an Ethics Workshop on "Gita Study Circle" organized by Akshaya Patra Foundation on 28th of May 2022. Two of our students jointly presented a paper on "Integrating Spiritual Learning for Agility and Adaptability of Millennials in Organizations" in a conference on, "Addressing Leadership Challenges in Contemporary Management based on Indian Scriptures" at VK-AICYAM Bhubaneswar on 15th January, 2023. In the Academic Year 2024-25, "**Management Lessons from Ancient India**" is proposed and approved as a course in 1st semester MBA Programme.

Intellectual Property Rights (IPR)

The Institute's IPR Cell was established in June 2022 to provide deep insights into the issues that have current relevance. Three patents have been published by our faculties, of which one has been granted. The Institute has conducted two seminars by experts on intellectual property rights during the last two years.

The above facts adequately indicate how BIITM has created an ecosystem for innovations, IKS, IPR, and other initiatives for the creation and transfer of knowledge.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

3.2.2

Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years

Response: 41

3.2.2.1 Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years

2023-24	2022-23	2021-22	2020-21	2019-20
25	10	4	1	1

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

3.3 Research Publications and Awards

3.3.1

Number of research papers published per teacher in the Journals notified on UGC care list during the last five years

Response: 0.78

3.3.1.1 Number of research papers in the Journals notified on UGC CARE list year wise during the last five years

2023-24	2022-23	2021-22	2020-21	2019-20
21	4	0	8	10

File Description	Document
Link to the uploaded papers, the first page/full paper(with author and affiliation details)on the institutional website	View Document
Link to re-directing to journal source-cite website in case of digital journals	View Document
Links to the papers published in journals listed in UGC CARE list or	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

3.3.2

Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

Response: 0.25

3.3.2.1 Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during last five years

2023-24	2022-23	2021-22	2020-21	2019-20
6	4	0	1	3

File Description	Document
List of chapter/book along with the links redirecting to the source website	View Document
Institutional data in the prescribed format	View Document
Copy of the Cover page, content page and first page of the publication indicating ISBN number and year of publication for books/chapters	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

3.4 Extension Activities

3.4.1

Outcomes of Extension activities in the neighborhood community in terms of impact and sensitizing the students to social issues for their holistic development during the last five years.

Response:

The Institute, in the last five years, has contributed considerably to society and environment through its efforts in the area of Institution-Community relationship and extension activities for sensitizing students about community needs. Here are some important outcomes of these activities:

a) Social Sensitisation: Students participate in campaigns such as Swachh Bharat Abhiyan, Care for Cattle, and Road Safety Awareness programme, to acquire familiarity with various problems faced by the majority of the people in the locality.

b) Environmental Awareness: Programs on Carbon Footprint Reduction by Tree Plantation drives conducted with local people and Air Pollution awareness in the traffic squares during the last five years highlight the need for environmental conservation and sustainability.

c) Health and Well-being: "Yoga for Life" programs are regularly organized at Buddha Park and Shikharchandi Hill, in which our students and the local people participate. Besides these, dental awareness workshops and free health check-ups are conducted by the institute. Blood Donation Camps are also organized every year in association with the Red Cross Blood Bank, with the participation of students, faculty, staff members, and outsiders.

d) Civic Engagement: Over the last five years, our students have participated in the following events: TIRANGA YATRA at Mukteswar Temple, Bhubaneswar, in association with Archeological Survey of India and NSS; Inter-College Essay Writing Competitions among students of other colleges on various social themes, in association with Switch On Foundation-an NGO based in Kolkata; and Chak De India for Hockey, sponsored by Bhubaneswar Smart City.

As a result of these activities, our students feel more involved in society and have obligation to positively impact national development projects.

e) Empowerment and Education: The students progress in all aspects of their personal and professional lives through various initiatives such as Women Empowerment Lecture Series, Maharashtra Odisha Youth Exchange Programme, and ERDC-2024 workshops. It enlarges their vision, whets their leadership skills, and finally positions them to be agents of change for society's benefit.

f) Community Work: Some of the examples of the Institute's community concerns are special treatment of the orphans in Adruta Children's Home and providing sports equipment to them, visits to the village on a regular basis and interactions with people cleaning the environment, attending events like Youth Leadership Training Camp. Such partnerships enhance social cohesion and develop an inclusive mindset among students.

Institute has provided a mechanism for involvement of its students in various social activities that help promote citizenship roles.

BIITM organizes students' visits to orphanages and fairs to sensitize them to the community spectrum. These activities develop a close relationship between the Institute and the neighborhood community.

These extension activities generally add depth not only to the learning experiences of students but also substantially help them develop holistically as concerned citizens dedicated to the development of society at large.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

3.4.2

Awards and recognitions received for extension activities from government / government recognised bodies

Response:

Recognitions and Awards received by the Institution for extension activities from Government and Government recognized bodies for Value inculcation and community participation is reflected in BIITM's health camps, cleanliness drives, NSS programs, and various other awareness-generating events.

Appreciation received from Various Organizations: Certificates/ Letters of appreciation were received from the following towards various extension and outreach.

- 1.Red Cross Regional Blood Centre Bhubaneswar.
- 2.Central Red Cross Blood Centre Cuttack.
- 3.Red Cross Regional Blood Centre Bhubaneswar
- 4.Regional Museum of Natural History.
- 5.Environment Conservation Society, Switch-On Foundation.
- 6.Confederation of Indian Industry
- 7.Govt. of India, Ministry of Youth Affairs and Sports, Regional Director of NSS, Bhubaneswar

Community Outreach Programs: The institution's engagement in community outreach to neighborhoods through various extension activities has increased in the last five years. These extension are primarily intended to inculcate a sense of social responsibility and service to the community among management students. Some of the outreach activities include free health camps, health awareness programs, cleanliness drives, NSS/YRC activities, rallies, and walkathons. These show our commitment to the societal well-being.

The contributions of BIITM also include the following:

Cleanliness drives: The Institution undertakes cleanliness drives to clean the environment in the community and keep it hygienic. This also makes the look and feel appealing besides ensuring public health.

Collaborative Extension Activities: Participation in the activities of the National Service Scheme demonstrates commitment to social service and community development. BIITM conducts different activities under NSS including rallies, and walkathons to meet the local needs it also participation community work in collaboration with the Confederation of Indian Industry, Environment Conservation Society, and Switch-On Foundation by organizing Eye Camps, Dental Workshops, and Street Drama performances (Nukkad Natak) to create awareness and cautiousness in girls against "Bad Touch".

Blood Donation Camps: Organization of Blood Donation Camps in the Institute premises is a promise to save lives and extend a helping hand to public health. Recognition by various organizations like the RED CROSS underlines the difference BIITM makes in this respect.

Environment-related Activities: BIITM is committed to sustainable practices and environmental activities like plantation programs and cleaning campaigns for which it has been recognized by the Environment Conservation Society, Switch-On Foundation, and the Regional Museum of Natural History. Such activities of our students point to our commitment to environmental protection and eco-friendly behavior patterns.

The outreach activities conducted by BIITM reflect organizational commitment to well-being of society. It is such initiatives that have helped bring about positive change not only in the lives of those who stand to benefit directly but also in helping to create a more inclusive and healthy society.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

3.4.3

Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.

Response: 34

3.4.3.1 Number of extension and outreach Programs conducted in collaboration with industry, community, and Non- Government Organizations through NSS/ NCC etc., year wise during the last five years

2023-24	2022-23	2021-22	2020-21	2019-20
9	10	5	08	02

File Description	Document
Photographs and any other supporting document of relevance should have proper captions and dates.	View Document
Institutional data in the prescribed format	View Document
Detailed report for each extension and outreach program to be made available, with specific mention of number of students participated and the details of the collaborating agency	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

3.5 Collaboration

3.5.1

Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.

Response: 24

File Description	Document
Summary of the functional MoUs/linkage/collaboration indicating start date, end date, nature of collaboration etc.	View Document
List of year wise activities and exchange should be provided	View Document
List and Copies of documents indicating the functional MoUs/linkage/collaborations activity-wise and year-wise	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1

The Institution has adequate infrastructure and other facilities for,

- teaching – learning, viz., classrooms, laboratories, computing equipment etc
- ICT – enabled facilities such as smart class, LMS etc.

Facilities for Cultural and sports activities, yoga centre, games (indoor and outdoor), Gymnasium, auditorium etc (Describe the adequacy of facilities in maximum of 500 words.)

Response:

Biju Patnaik Institute of Information Technology and Management Studies (BIITM) is located in Smart City Bhubaneswar and covers an area of 1.01 Acres. BIITM has created adequate infrastructure with a Built-up area of 3275 sqm for running Management programmes.

1. Infrastructure Facilities for Teaching and Learning:

- The institute has 13 ICT-enabled classrooms, all equipped with Wi-Fi.
- There are 3 tutorial rooms used by faculty for addressing small groups of students.
- There are 2 computer labs featuring 130 LAN-connected desktop computers, and 7 laptops available for teachers.
- There is a 40 user communication lab for students.

Academic Support Facility:

- An air-conditioned auditorium with a seating capacity of 300, equipped with projectors, Wi-Fi, and audiovisual systems.
- A well-stocked IT-enabled library with reading space for students and faculty, including books related to the syllabus, extra reference material, and subscriptions.
- 10 dedicated PCs are available for assisting students in accessing e-journals and other online reading materials.
- Rooms dedicated to Research Cell, IQAC, IIC as well as facilities for Placement & Career Guidance Cell, NSS, and Students Council.

Administrative Support:

- The office facilitates operations and provides services to students and faculty, with separate cabins for faculty and staff members for smooth functioning and overseeing operations.

2. ICT Facilities:

- The institute has a total of 214 computers and 01 Server, along with 9 laptops, 34 Projectors, 4 LCD and Wi-Fi routers.

- There is a soft skills laboratory and video conferencing facility catering to corporate expectations during the placement season.
- The Institutes Learning Management System (erp.biitm.ac.in) and Google Classroom are used by students, faculty and staff.
- The campus is technology-enabled with 250Mbps, 24/7 Wi-Fi, and internet connectivity.

3. Facilities for Cultural Activities, Sports, and Games (indoor and outdoor):

- An air-conditioned auditorium with a seating capacity of 300, having necessary equipment and facilities.
- The institute actively promotes students' participation in various games through intercollege and intra-college tournaments.
- There is well-equipped Indoor Hall for indoor games such as table tennis, carom, chess with the option to hire the East Coast Railway Indoor Hall in need.
- The Institute uses the East Coast Railway stadium for outdoor games.

4. Facility for differently-abled students:

- The institute offers facilities such as lifts, ramps, wheelchairs, and dedicated washrooms to support students with disabilities.
- Signages are prominently displayed inside the campus.

5. Additional facilities to support the college infrastructure:

- The Institute has an IQAC Room, Boys' and Girls' Common Rooms. There are drinking water facilities on every floor in the Institute building.
- Other amenities include a Rest Room for support staff, first aid box, a lift, sanitary vending machines, wall magazines, notice boards, canteen, fire hydrant system, Store Rooms, parking space for staff & students, microwave oven and refrigerator.
- Solar panels light up the garden and the institute facade at night.
- The Institute has a 82.5 KVA back-up generator to ensure minimum disruption in power supply.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

4.1.2

Percentage of expenditure for infrastructure development and augmentation excluding salary during the last five years

Response: 27.35

4.1.2.1 Expenditure for infrastructure development and augmentation, excluding salary year wise during last five years (INR in lakhs)

2023-24	2022-23	2021-22	2020-21	2019-20
208.16	147.02	53.45	10.18	10.17

File Description	Document
Institutional data in the prescribed format	View Document
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for infrastructure augmentation should be clearly highlighted)	View Document

4.2 Library as a Learning Resource

4.2.1

Library is automated with digital facilities using Integrated Library Management System (ILMS), adequate subscriptions to e-resources and journals are made. The library is optimally used by the faculty and students

Response:

Library is fully automated using KOHA ILMS, version 23.05.03.000 since January 2021 with **Web OPAC**. The URL is: <http://biitm-opac.kohacloud.in/>.

- **Subscription to e- resources:**

Sl. No.	Name of the Database Subscribed	Remote Access User ID & Password
1	Pro Quest e-Book: Business and Economics Collection	Login: ebookcentral.proquest.com/lib/biitms/home.action User ID: BIITM_LIB Password: Books@123
2	J-Gate: Social Science and Humanities	http://jgatenext.com/login User ID: bpuser Password: Jgate3@2024
3	DEL NET	http://www.delnet.in Click to New Discovery Portal

User ID: orbiitms

Password: bpi9172

Library Collections:

Books- Volumes	19579
Books- Titles	2912
No. of Journals (National and International)	34
No. of Magazines	8
No. of Daily News Papers	10
Average no. of users accessing the library for the year 2023-24	88.94
Overall average of Circulations Per Day 2023-24	38.68

• Library Networking (Intranet & Internet) :

The library has internet facility through which the users can access e-resources. Library has an e-resource center having six computers for accessing the e-resources. Moreover, Institutional repository like teachers' notes, university question papers, and other information are accessed by the users, using the **Web OPAC** : <http://biitm.dspaces.org/>.

- BIITM is also a member of **NDLI**, and its **Book Club Member Registration Number is: INQRNC4QHHRQUF**.
- **Library Advisory Committee:** The Library Advisory Committee monitors functioning of the library and. approves book selection, changes in rules, and infrastructure additions and alterations needed for the library.
- **Stock Verification:** Stock verification is carried out on a yearly basis, and the Stock Verification Report is placed before Library Advisory Committee for approval.
- **Library Classification and Cataloguing:** Library is making use of DDC classification (22nd edition). For cataloguing, the library uses the MARC II format.
- **Library Services:**

Library Timing: The Library follows flexible timing. The normal timing is from 9.30 A.M to 5.30 PM. During placement season and university exam. Period, it remains open till 9.30 P.M.

Circulation/Lending Service: All books are barcoded, and circulation of books is done using KOHA ILMS.

Reprographic & Printing Services: Both the services are provided to students at a concessional rate and to the faculty members free of cost through the reprography center housed in the library.

Newspaper Clipping Service: Important events and achievements of the institute are clipped and maintained. The Library notice board is updated with information on, emerging trends in different functional areas on a daily basis.

Open Access System: Library follows an open access system for volumes available.

Reading Rooms: Library has two reading rooms having seating capacity for 100 students.

- **Library Orientation Programme:** Library orientation programme is offered to the first year students during Induction. The objective of the programme is to familiarize the students with library facilities, resources, and services to augment their intellectual growth.
- **Book Exhibition:** Book Exhibition is conducted every year to create book-lovers among students.
- **Feedback Survey:** User surveys are conducted at regular intervals to provide a platform for students to share their opinions and suggestions about the resources and facilities.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

4.3 IT Infrastructure

4.3.1

Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection

Describe IT facilities including Wi-Fi with date and nature of updation, available internet bandwidth within a maximum of 500 words

Response:

BIITM Campus is Wi-Fi enabled with high-speed internet. There are 5 static IP by ISP partners: Reliance JIO, Airtel, and Vodafone. Server, Giga-switches, Routers, and Firewalls are in place. All 214 computers are connected in LAN with Internet. All Classrooms, Seminar Hall and Soft skill LAB have high-end audio systems, projectors and Internet connection along with CCTV Surveillance. Faculty & Staff members are provided with individual Desktop/Laptop. The video conferencing room has high-end facility. Biometric attendance system for Faculty & Staff is in place. Institute Website is regularly updated along with progressive updating of computer systems.

Desktop Computers: On October 25, 2019, 10 Lenovo Tiny desktops were added to stock of 203. Another Lenovo desktop was added on November 6, 2019. On December 6, 2019, 28 defective desktops were disposed of, reducing the total stock to 186. On June 9, 2020, 1 Dell desktop was added, followed by the addition of 1 Dell on April 12, 2021. On December 7, 2022, 34 HP desktops were added to the stock of 232. On May 8, May 17 and August 26 of 2023, 15 old IBM desktops were removed from stock. On August 29, 2023, 40 Dell desktops were added. On October 14, 2023, 7 old Lenovo desktops were removed. 3 Dell V3710 systems were added on December 15, 2023, and 28 Lenovo and IBM desktops were disposed of on December 20, 2023. As of April 18, 2024, the total stock stands at 214 desktops.

Laptops: Our inventory includes 3 Dell Laptops purchased on June 9 and December 10, 2020, for online

classes. An Apple MacBook Air was added on January 7, 2022, to the stock of 8 laptops. Two defective laptops were disposed of on January 25, 2024. Two additional Dell laptops were added on January 26 and February 7, 2024. The total laptop stock as of April 18, 2024, is nine.

Legal Software: Institute promotes open-source software: Ubuntu, Libre Office, and Foxit Reader since February 2016. For operational efficiency, 10 perpetual licenses for Microsoft Windows and MS Office were purchased on August 26, 2016. All desktops and laptops purchased from June 9, 2020 onwards are preloaded with Microsoft Windows and MS Office.

Printers and Scanners: Printer stock was increased by 4 on June 9 and December 10, 2020. Three printers were added on January 20, 2022, and April 12, 2023. Two printers were disposed of on December 20, 2023, bringing the total stock to 17 Printers. As of April 18, 2024, there are 6 scanners, including 1 Epson purchased on April 12, 2023.

Projectors: As of April 18, 2024, the Institute has 34 LCD projectors.

Internet: Reliance Jio's Internet Leased Line was upgraded to 50 Mbps on April 1, 2019. Vodafone was also upgraded to 10 Mbps. On April 13, 2021, Airtel Broadband was upgraded to 100 Mbps, and 50 Mbps Airtel Lease Line was added on January 25, 2023. Internet connection speed is 260 Mbps now.

Thus, the IT infrastructure of BIITM is continually updated to meet evolving needs of its students, faculty and staff.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

4.3.2

Student – Computer ratio (Data for the latest completed academic year)

Response: 4.41

4.3.2.1 Number of computers available for students usage during the latest completed academic year:

Response: 190

File Description	Document
Purchased Bills/Copies highlighting the number of computers purchased	View Document
Extracts stock register/ highlighting the computers issued to respective departments for student's usage.	View Document

4.4 Maintenance of Campus Infrastructure

4.4.1

Percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, during the last five years (INR in Lakhs)

Response: 14.11

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

2023-24	2022-23	2021-22	2020-21	2019-20
40.14	48.36	63.70	29.34	39.85

File Description	Document
Institutional data in the prescribed format	View Document
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for maintenance of infrastructure should be clearly highlighted)	View Document

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1

Percentage of students benefited by scholarships and freeships provided by the institution, government and non-government bodies, industries, individuals, philanthropists during the last five years

Response: 14.1

5.1.1.1 Number of students benefited by scholarships and freeships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years

2023-24	2022-23	2021-22	2020-21	2019-20
186	109	85	53	27

File Description

Document

Year-wise list of beneficiary students in each scheme duly signed by the competent authority.

[View Document](#)

Upload Sanction letter of scholarship and free ships (along with English translated version if it is in regional language).

[View Document](#)

Upload policy document of the HEI for award of scholarship and freeships.

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

Provide Links for any other relevant document to support the claim (if any)

[View Document](#)

5.1.2

Following capacity development and skills enhancement activities are organised for improving students' capability

- 1. Soft skills*
- 2. Language and communication skills*
- 3. Life skills (Yoga, physical fitness, health and hygiene)*
- 4. ICT/computing skills*

Response: C. 2 of the above

File Description	Document
Report with photographs on Programmes /activities conducted to enhance soft skills, Language and communication skills, and Life skills (Yoga, physical fitness, health and hygiene, self-employment and entrepreneurial skills)	View Document
Report with photographs on ICT/computing skills enhancement programs	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

5.1.3

Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years

Response: 31.84

5.1.3.1 Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years

2023-24	2022-23	2021-22	2020-21	2019-20
269	243	235	148	144

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

5.1.4

The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases

- 1.Implementation of guidelines of statutory/regulatory bodies**
- 2.Organisation wide awareness and undertakings on policies with zero tolerance**
- 3.Mechanisms for submission of online/offline students' grievances**
- 4.Timely redressal of the grievances through appropriate committees**

Response: A. All of the above

File Description	Document
Proof w.r.t Organisation wide awareness and undertakings on policies with zero tolerance	View Document
Proof related to Mechanisms for submission of online/offline students' grievances	View Document
Proof for Implementation of guidelines of statutory/regulatory bodies	View Document
Details of statutory/regulatory Committees (to be notified in institutional website also)	View Document
Annual report of the committee motioning the activities and number of grievances redressed to prove timely redressal of the grievances	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

5.2 Student Progression

5.2.1

Percentage of placement of outgoing students and students progressing to higher education during the last five years

Response: 86.67

5.2.1.1 Number of outgoing students placed and / or progressed to higher education year wise during the last five years

2023-24	2022-23	2021-22	2020-21	2019-20
269	243	235	156	144

5.2.1.2 Number of outgoing students year wise during the last five years

2023-24	2022-23	2021-22	2020-21	2019-20
327	270	259	183	169

File Description	Document
Number and List of students placed along with placement details such as name of the company, compensation, etc and links to Placement order(the above list should be available on institutional website)	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

5.2.2

Percentage of students qualifying in state/national/ international level examinations during the last five years

Response: 3.11

5.2.2.1 Number of students qualifying in state/ national/ international level examinations year wise during last five years (eg: IIT/JAM/NET/SLET/GATE/GMAT/GPAT/CLAT/CAT/ GRE/TOEFL/ IELTS/Civil Services/State government examinations etc.)

2023-24	2022-23	2021-22	2020-21	2019-20
0	3	0	1	1

File Description	Document
List of students qualified year wise under each category and links to Qualifying Certificates of the students taking the examination	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

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 last five years

Response: 10

5.3.1.1 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 wise during the last five years

2023-24	2022-23	2021-22	2020-21	2019-20
4	3	3	0	0

File Description

Document

list and links to e-copies of award letters and certificates

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

Provide Links for any other relevant document to support the claim (if any)

[View Document](#)

5.3.2

Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 9

5.3.2.1 Number of sports and cultural programs in which students of the Institution participated year wise during last five years

2023-24	2022-23	2021-22	2020-21	2019-20
15	21	6	1	2

File Description

Document

Upload supporting document

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

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

Response:

BIITM's Alumni Association, officially registered under the Societies Registration Act, 1860, was established on June 29, 2021. In line with our Alumni Policy, Institute and Alumni Association are dedicated to fostering and maintaining strong connections.

Alumni Association provides an interface for establishing a link between alumni and the institute. BIITM alumni are currently working at various positions all over the globe and proving their mettle in all spheres of management. There are at least 10 Alumni holding senior positions. The Alumni cultivate and foster friendly and cordial relations between the alumni and the present students of the Institute. Three members of the alumni have established themselves as entrepreneurs. The Management frequently invites talented alumni to address fresh young minds and give them insights into work life and tips on their transition from college to corporate life. Some students fear losing out on opportunities, which is an important topic of discussion between alumni and current students. Alumni clear these doubts and present their experiences with practical scenarios.

The Alumni Meet, which takes place at regular intervals helps the institute to establish rapport with other stakeholders. The Alumni Association actively contributes to academic events and programs of the Institute. Apart from BIITM's web portal, alumni can become members in Alumni Association through various platforms.

The Association contributes significantly to the institute through various means:

- **Alumni Interaction:** Alumni participate as resource persons at, guest lectures, and panel discussions, sharing their experiences and insights on skills, technologies, trends, and corporate culture.
- **Placement and Career Guidance:** Alumni working in different organizations inform the faculty and placement officers about job opportunities. They guide students in interview preparation and career development, sharing their experiences and motivating them.
- **Campus Recruiters:** Alumni return as recruiters promoting BIITM for campus placement for their companies.
- **Summer Internship Opportunities:** Alumni provide Summer Internship Program opportunities to our students in their organizations.
- **Entrepreneurship Awareness:** Alumni who have established startups share their entrepreneurial, challenges, and successes with students, developing an entrepreneurial spirit in them.
- **Alumni Meet:** The Annual Alumni Meet allows them to reconnect with their alma mater and their former teachers. It serves as a networking platform where alumni share corporate trends and developments assisting faculty for the present students' development.
- **Promoting Institute Events:** Alumni participate in various Institute events like Expert Sessions, Live Projects, B-Fests, Graduate Meets, Placement Orientations, and special GD and PI classes apart from sports and social activities. This reinforces their sense of belongingness to the Institute and develops their desire for contribution.
- **Strengthening the Bond with Alma Mater:** The Head of Placement Cell arranges meetings with local alumni during his visits to different cities from time to time to maintain a strong bond between the institute and its alumni. These events keep alumni updated on the institute's

activities and motivates them to celebrate its achievements.

- **Financial Support:** Institute expects the Alumni to support through financial assistance for the various extra-curricular and co-curricular activities. However, financial support has not been substantial.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1

The institutional governance and leadership are in accordance with the vision and mission of the Institution and it is visible in various institutional practices such as NEP implementation, sustained institutional growth, decentralization, participation in the institutional governance and in their short term and long term Institutional Perspective Plan.

Response:

The Institute is promoted by Gokarneswar Charitable Trust which has constituted the Board of Governors whose chairman is the Executive Director. The Institute's goals align closely with its vision and mission to offer students a comprehensive education that nurtures intellectual growth, professional values and entrepreneurial mindset with environmental and social concern through NEP implementation, decentralization and adopting IDP.

Governance Mechanism: The principal look after the day-to-day management under the and sustained Institutional growth in Academics, Administration and Placements under the guidance of BOG. The other functions including Finance, Infrastructure development, Resource mobilization are taken care by the Executive Director after due approval of the Board of Governors. BOG serving as highest policy-making entity, establishes guidelines and action plans in line with institute's vision and missions. It also ensures IQAC and Board of Studies may suggest and advise on all academic and related matters.

Decentralization and Participatory Governance: For day-to-day operations, the Principal constitutes various committees of faculty, staff & student representatives to make them a part of the Institute's decision-making process. BIITM thus implements a decentralized and participatory governance model in true spirit.

NEP Implementation: BIITM practices significant aspects of NEP, including teacher training, infrastructure upgradation, LMS implementation etc. to enhance the quality of the teaching-learning process. The Institute appoints the industry experienced persons along with the pure Academicians & considerate during the rewards & recognition. The institute through its principal, who is a member of BOM of the University, has taken initiative in preparing draft syllabuses which are approved by the university, implementing NEP recommendations to develop students' professional competence, and more importantly, to instill IKS. Further, the Institute designs various Add-on courses for skill development as well as focusses on experiential learning of the student through industrial engagements.

The Institute's short-term Plan envisages Autonomous status by 2027, and infrastructure on the campus is being expanded by about 12,900 sq. ft. to accommodate the future requirement. The long-term Plan aims to convert the institute to a Technical Campus with the ultimate goal of becoming a Centre of Excellence.

Sustained Institutional Growth:

The Leadership has been focusing on the input, process throughout with least deviation & following the

approach of PDCA (Plan, Do, Check & Act). Starting from preparing the Annual calendar till the Annual report which includes admission, academics & placement areas, the leadership provides the adequate academic resources till infrastructural support & other facilities. The leadership also ensures the engagement of faculty & staff through participatory mode. It not only nurtures the students for holistic developments but also take care of the environment & society. Due to which the BIITM has shown a steady increase in student strength from 60 to 240 in MBA. Year on Year the Institute has been exceedingly doing well in the area of Admission, Academics and Placement, which is reflected in the Institution Sustained Growth. The institutional growth is accompanied with enhancement of quality education resulting in gold medals at University Level with Four Gold Medals in the last four consecutive years. Moreover, Sustained Institutional Growth is seen in the enhanced number and quality of Placement from year to year.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

6.2 Strategy Development and Deployment

6.2.1

The institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc

Response:

For successful implementation and operation of an institutional development plan (IDP), and its efficient functioning of various institutional bodies, the Institute organizes and executes as follows:

Institutional Development Plan (IDP): The institution has developed a comprehensive institutional development plan outlining its strategic goals, objectives, and plan over a defined period, covering both short-term and long-term perspectives. This plan serves as a roadmap for the institution's development and growth, aligning with its vision and mission.

Deployment and Effective Functioning of Institutional Bodies: The various entities within the institution, such as administrative unit, committees, and boards are operating effectively including the BoG. These bodies play a crucial role in policy formulation, reviewing and decision making on different aspects of the institution's operations. Apart from the Institutional set up, it also takes the help of university bodies such as Academic Council, BoS and Board of Management for implementation of IDP.

Policies and Administrative Setup: The institution has established policies and guidelines for seamless & uninterrupted operations. Policies cover administrative and academic affairs, student admission and activities, financial management, research, Human Resource Management & students placement. The leaders of the institution ensure consistent and fair implementation of these policies.

Appointment and Service Rules: The institution follows the guideline & initiate the necessary process for appointing faculties, staffs in contributing to a fair and inclusive environment. The Institutional Development Plan is deployed meticulously through the Institutions' various committees, cells, and bodies. These bodies and committees are functioning with the help of Faculty, Staff and Students. The service rules as mentioned in the HR policy are followed by the faculty & staff members. The transparency of the system has been witnessed by the faculty & staff.

Inclusion of Maximum Stakeholder in Deployment

BIITM encourages and involve all stakeholders, including faculty, staff, students, alumni and industry leaders in the planning and execution stages to ensure their support for the institute. The institute implements feedback systems to collect suggestions and make the necessary modifications if required. Institute performs reviews through platforms like IQAC, Academic Review, Board of Studies etc. to evaluate the implementation of policies. By concentrating on these, institution keep on implementing plans, leading to effective operations that are in harmony with IDP.

Visible Results: Successful implementation of perspective plan and effective functioning of institutional bodies are reflected in tangible outcomes. These outcomes include improvements in academic performance, placement and admission. The institution has experienced growth, as evident by consistent improvements in quality. This dedication has resulted in outstanding academic achievements, including consecutive gold medals at university level.

Addition to academic success, institution has demonstrated consistent growth in placement too. Notably, number and quality of student placements have steadily increased regularly. Institute focusses infrastructural augmentation over the years providing adequate facilities to students and staff.

The effective deployment of IDP, along with efficient functioning of institutional bodies, indicates strong commitment to excellence, continuous improvement, and realization of the institution's vision. This contributes to a positive and conducive environment for outcome-based education and overall growth of the institution.

File Description	Document
Upload Additional information	View Document
Institutional perspective Plan and deployment documents on the website	View Document
Provide Link for Additional information	View Document

6.2.2

Institution implements e-governance in its operations

- 1. Administration**
- 2. Finance and Accounts**
- 3. Student Admission and Support**

4. Examination

Response: A. All of the above

File Description	Document
Screen shots of user interfaces of each module reflecting the name of the HEI	View Document
Institutional expenditure statements for the budget heads of e-governance implementation ERP Document	View Document
Annual e-governance report approved by the Governing Council/ Board of Management/ Syndicate Policy document on e-governance	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

6.3 Faculty Empowerment Strategies

6.3.1

The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression

Response:

The institution dedicatedly implements performance appraisal system and offers effective welfare measures for both teaching and non-teaching staff. Additionally, it provides various avenues for career development and progression. Here are some key impacts and outcomes of these measures:

- 1. Performance Appraisal System:** The institution conducts performance appraisal annually both for teaching and non-teaching staff. This comprehensive feedback helps provide a holistic view of an employee's performance, strengths, and areas for improvement.
- 2. Welfare measures for teaching and non-teaching staff**
 - 1. Improved Work-Life Balance:** Offering medical leave, maternity leave, leave against summer vacation and restrooms for staff members allows them to address their health and personal needs without compromising their professional responsibilities.
 - 2. Cultural Inclusivity:** Celebrating various festivals on campus fosters a sense of belonging and cultural inclusivity among the members. The institute also acknowledges the birthdays of every faculty and staff member by sending official best wishes.
 - 3. Enhanced Facilities:** At BIITM, each faculty member is provided with a separate cabin and a personal computer with internet access to support their academic and research activities. Daily refreshments, including tea, coffee, and snacks, are available. Additionally, lunch is provided for all faculty and staff during special events such as induction ceremonies, annual functions, B-fests, Graduate Meets, Seminars, Workshops, and Conferences. The canteen also offers subsidized lunch for staff members.

Furthermore, BIITM organizes free health camps, including dental awareness workshops, eye check-ups, and medical check-ups, for both faculty and staff.

4. **Employee Engagement:** Organizing events like picnics, sports tournaments, and celebrations such as Women’s Day, Teacher’s Day encourages camaraderie and teamwork. It promotes a sense of community and mutual support within the institution

3. **Avenues for career development/progression**

1. **Professional Development:** The institute is dedicated to enhancing the academic and research skills of its faculty members through a variety of initiatives, including faculty development programs (FDPs), seminars, workshops, and conferences. Additionally, it offers various skill development workshops for non-teaching staff, showcasing a strong commitment to continuous learning and career growth for all its members. The Institute provides financial support to faculty members to attend various FDPs, Workshops, Conferences etc

2. **Financial Support and Security:** The institution demonstrates its commitment to employee well-being and security by offering financial assistance for medical emergencies and paid leave for health-related issues. Eligible staff members are provided with accidental insurance in accordance with statutory compliance. Faculty members can also avail themselves of duty leave to facilitate their research work. Additionally, unpaid leave is available for personal commitments, ensuring job security.

3. **Motivation and Retention:** The institute takes several measures to motivate employees and maintain a high retention rate. These measures include recognizing and rewarding high performers, offering additional support or resources to employees who need improvement, and addressing any issues identified during the appraisal process. It also involves maintaining an open and transparent organizational culture by minimizing barriers between management and employees.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

6.3.2

Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 14.21

6.3.2.1 Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years

2023-24	2022-23	2021-22	2020-21	2019-20
11	14	0	1	0

File Description	Document
Policy document on providing financial support to teachers	View Document
Institutional data in the prescribed format	View Document
Copy of letter/s indicating financial assistance to teachers and list of teachers receiving financial support year-wise under each head.	View Document
Audited statement of account highlighting the financial support to teachers to attend conferences / workshop s and towards membership fee for professional bodies	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

6.3.3

Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years

Response: 77.78

6.3.3.1 Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years

2023-24	2022-23	2021-22	2020-21	2019-20
64	68	60	42	39

6.3.3.2 Number of non-teaching staff year wise during the last five years

2023-24	2022-23	2021-22	2020-21	2019-20
39	39	36	27	27

File Description	Document
Refresher course/Faculty Orientation or other programmes as per UGC/AICTE stipulated periods, as participated by teachers year-wise.	View Document
Institutional data in the prescribed format	View Document
Copy of the certificates of the program attended by teachers.	View Document
Annual reports highlighting the programmes undertaken by the teachers	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

6.4 Financial Management and Resource Mobilization

6.4.1

Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)

Response:

Promoted by Gokarneswar Charitable Trust, BIITM is a private owned Institute. Where financial management and resources mobilization are carried out judiciously. The Institution has a system in place to ensure sufficient funding for academic and administrative operations and to oversee the productive and efficient utilization of financial resources. Being an Institute that funds itself, the main revenue comes from the fees paid by students. Small contributions come from other sources like Bank interest income from time to time, Sponsorships, receipts from Management Development programs, Corporate Trainers etc. Thus, the Institute mobilises the funds through:

- Collection of Fees from the students of MBA & IMBA Programme.
- Interest Income from bank
- Miscellaneous sources like: Fees from MDP, Corporate trainers Sponsorship during events etc.

Students pay the fees in at the beginning of the semester of both MBA and IMBA Programme. For incremental growth of the Institution a key measure adopted is to increase the student strength. In the last 25 years, BIITM has increased its student strength from 60 to 390 (312 MBA+78 IMBA) per year. This have been possible because of its Academic performance and growth in Placements.

The Institute has an established structure for Financial Management in place which approved by Board of Governors and implemented by the Executive Director. During a financial year the Finance Committee prepares the budget. As a private Institution BIITM ensures for augmentation in buildings and infrastructure quipped classrooms with ICT enabled facilities and necessary equipment. The funds are judiciously utilised primarily for

- Salary disbursement of the employees
- Augmentation and maintenance of infrastructure
- Improving ICT and Wi-Fi facilities
- Enrichment of library facilities and purchase of books, journals, etc.
- Maintenance of Stationery items
- Day-to-day maintenance of infrastructure and services.
- Upkeep of green campus
- Professional Development Programmes such as FDP, Conference and workshops etc. for the faculty members.
- Various placement activities
- Free studentships and Scholarships
- CSR activities
- Various Student activities (Sports, Annual Functions, B- Fest, etc.)
- Welfare of the employees both faculty and staff.

Internal Audit

The institute regularly conducts Internal Audit. Internal audits in the institution aims to verify and record all transactions. DGM & associates, a renowned Chartered Accounts in the city is the institution's internal auditor, visits for institute to ensure its compliance of financial transactions and submit the report to the institute.

External Audit

It also conducts external Audit annually as per statutory norms. The audit is carried out following the Standards on Auditing set by the Institute of Chartered Accountants. This audit involves assessing the suitability of accounting policies and assessing the accuracy of management's accounting estimates, and reviewing the overall appropriateness of receipts and expenditures. PBSD & Associates a leading chartered accountant who conduct external audit as per the prescribed norms meticulously. The financial statements are duly verified and signed by the external auditors. However, external audits require compliance with all audit objections prior to signing financial statement.

These mechanisms prioritise transparency and financial discipline to prevent misuse of institutional funds and assets at all levels.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

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. It reviews teaching learning process, structures &

methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities

Response:

IQAC of BIITM has been instrumental in institutionalizing quality in various aspects of Academic and related processes which include action plan, implementation, review and corrective measures. It has enabled the institute to make improvements in teaching, learning and research. IQAC has institutionalized the strategies in the process to achieve incremental improvement based on recommendations from NAAC, the University, BOG etc.

Initiatives of IQAC to strengthen its contribution for institutionalizing the strategies and processes are:

- Sensitization drives were conducted to raise the awareness through reiteration of vision and mission of the Institute among the stakeholders.
- To encourage faculty participation in the NEP-2020, the IQAC periodically organizes workshops.
- IQAC ensures that every faculty member prepares a Course File with Lesson Plan and CO-PO mapping.
- It facilitates faculty members' use of ICT for effective delivery, conducts Quiz and Surprise Test as per the calendar and reports course progress to the competent authority. Faculties record course progress on the LMS. Principal and Dean monitor the course progress regularly and suggest remedial measures, wherever necessary.
- Feedback on the subject teacher's performance is collected regularly. The feedback analysis reports are prepared, analyzed and intimated to concerned faculty members for improvement.
- IQAC provides inputs for Academic and Administrative Audit and evaluates results to identify areas for improvement and implements enhancements through various committees and bodies.
- IQAC facilitates development programs to keep the teaching and non-teaching staff abreast of the latest developments in their respective fields. More than forty seminars, workshops and expert talks have been conducted during the last five years.
- Thirty-nine Industry-Institute interactions have been recorded through MOUs, linkages and Collaborations during the last five years. These interactions were initiated and facilitated by the IQAC during its regular meetings.
- IQAC facilitates timely submission of AQAR to NAAC and other mandatory reports to AISHE, AICTE & BPUT as per requirement. It also collects and analyses feedback from the other stakeholders such as Alumni, Faculty and Recruiters.

As a regular phenomenon, the IQAC conducts meetings quarterly to review the processes and plans for the future. In the periods review, IQAC has met twenty times. During these meetings, the IQAC discusses potential areas for improvement and prepares recommendations, which are presented to the Principal and Dean. They implement the recommendations through various committees and boards. This structured approach ensures that the teaching-learning process and other academic related matters remains dynamic, feedback-responsive, and in line with the institution's vision and mission.

The record of incremental improvement is updated and analyzed on a quarterly basis during IQAC meetings, and it is used to assess the effectiveness of implemented strategies. The documentation also serves as a reference for future planning, ensuring that each step forward is acknowledged and expanded upon. By maintaining a comprehensive and organized record of incremental improvements, the IQAC

ensures that the institution's progress is both measurable and sustainable.

It is worth mentioning here that IQAC goes for peer audits at regular intervals, and implements suggestions that emanate from these audits.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

6.5.2

Quality assurance initiatives of the institution include:

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented**
- 2.Academic and Administrative Audit (AAA) and follow-up action taken**
- 3.Collaborative quality initiatives with other institution(s)**
- 4.Participation in NIRF and other recognized rankings**
- 5.Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.**

Response: A. Any 4 or more of the above

File Description	Document
Quality audit reports/certificate as applicable and valid for the assessment period.	View Document
NIRF report, AAA report and details on follow up actions	View Document
List of Collaborative quality initiatives with other institution(s) along with brochures and geo-tagged photos with caption and date.	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document
Link to Minute of IQAC meetings, hosted on HEI website	View Document

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1

Institution has initiated the Gender Audit and measures for the promotion of gender equity during the last five years.

Describe the gender equity & sensitization in curricular and co-curricular activities, facilities for women on campus etc., within 500 words

Response:

BIITM recognizes the importance of **Gender Equity** in curricular and co-curricular activities for women. Institute constituted a **Gender Audit Committee** to assess the status of Gender Equity and measures taken for gender sensitization in the last five years.

1. Gender Equity in Curricular Activities

Institute ensures equal participation of all genders in the admission process which follows the OJEE rules. In the last five years, the number of girl students admitted has increased from 98 to 166 per batch. Girl students constitute 42.9 % of the students of 2022-24 batch.

Institute has followed a recruitment plan which has increased female faculty from six (2019-20) to sixteen (2023-24). At present women make 38% of the total faculty.

Topics related to gender equity are taught in various subjects of the syllabus such as **Consumer Behaviour, Employment Legislation and Human Resource Management.**

2. Gender Equity in Co-curricular Activities

Gender sensitization and equity-related issues are integrated into co-curricular activities through addresses on issues of gender discrimination.

Institute implements measures to ensure representation of girl students in leadership roles in various committees.

Female students and faculty as members of student Placement Committee take an active role in organizing placement Activities.

In meetings and cultural functions, girls are given equal opportunities with boys to compere and organize the event.

3. Monitoring Gender Equity

- **Internal Complaints Committee:** Institute constituted an Internal Complaints Committee on Sexual Harassment as per AICTE guidelines to provide a safe environment for faculty, staff and

students. The committee comprises nine members representing faculty, staff and students irrespective of gender, and an NGO working for gender equity.

- **Facilities:** Institute ensures security of students and employees in the campus and girls’ hostel. CCTV cameras are installed at strategic points.

There are separate wash rooms for girl students with Sanitary napkin vending machines. Institute has a sick room for women. In emergency, they are sent to KIMS Hospital, located within 2 Kms.

Female employees of the institute avail Maternity Leave. Four faculty members availed of this facility in last 3 years.

- **Hostel Administration**

A female faculty member is appointed as Hostel Superintendent. A female Warden looks after smooth running of the hostel. Boarders enjoy 24 Hours’ water and power supply with back-up power facility and provision for hot water. Boarders of Girls’ Hostel are represented on the Hostel Committee.

4. Gender Equity in Extra-curricular Activities

Institute hosted Annual Sports Day, 2024 in East Coast Railway stadium with participation of sizeable number of female students and employees. It has also conducted sports competitions, like cricket, badminton and carrom, involving girl students and female faculties every year.

5. Female Alumni in higher positions:

- **Subhashree Pradhan(2014-16 Batch) National Business Manager, TechDataAdvanced Pvt. Ltd.**
- **Nikita Agarwal (2017-19 Batch) Head, HR & Finance, Hotel Saffron Suites, Ranchi.**

BIITM’S commitment to sustainable gender equity is evident in different initiatives undertaken in its curricular, co-curricular and extracurricular activities.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

7.1.2

The Institution has facilities and initiatives for

1. Alternate sources of energy and energy conservation measures
2. Management of the various types of degradable and nondegradable waste
3. Water conservation
4. Green campus initiatives

5.Disabled-friendly, barrier free environment

Response: B. 3 of the above

File Description	Document
Policy document on the green campus/plastic free campus.	View Document
Geo-tagged photographs/videos of the facilities.	View Document
Circulars and report of activities for the implementation of the initiatives document	View Document
Bills for the purchase of equipment's for the facilities created under this metric	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

7.1.3

Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following

- 1.Green audit / Environment audit**
- 2.Energy audit**
- 3.Clean and green campus initiatives**
- 4.Beyond the campus environmental promotion activities**

Response: A. All of the above

File Description	Document
Report on Environmental Promotional activities conducted beyond the campus with geo tagged photographs with caption and date	View Document
Policy document on environment and energy usage Certificate from the auditing agency	View Document
Green audit/environmental audit report from recognized bodies	View Document
Certificates of the awards received from recognized agency (if any).	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

7.1.4

Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)

Response:

BIITM truly represents the rich diversity of India, showcasing a wide range of cultures, ethnicities, religions, socio-economic backgrounds, and languages.

The primary goal is to foster unity among students by promoting shared heritage, and pride in the institution and the nation. The Institute ensures inclusion of students from diverse social and financial backgrounds, with special focus on the needs of the underprivileged. To support this inclusivity, BIITM offers fee-waiver scheme through competent authority. A Mentoring System is designed for the student's holistic development irrespective of their background. Seminars/lectures are organized to raise awareness among students about constitutional obligations to contribute to nation building.

INCLUSIVE ENVIRONMENT

- BIITM embraces social and cultural diversity, ensuring that no discrimination is made based on class, religion, or caste.
- Our core values promote equality and fairness, guaranteeing equitable opportunities and fostering harmony among students and staff of different cultures and religions.

TOLERANCE & HARMONY

- The college celebrates all festivals, such as Ganesh Chaturthi, Saraswati Puja, and Biswakarma Puja. where all students participate with enthusiasm, symbolising unity and harmony.
- Equity in rules and treatment is ensured for all within the campus.

CULTURE

- BIITM Cultural Club offers a platform to raise awareness about inclusive environment, harmony, team work, and to educate peers on social issues. Events are organized during B-fest, Annual function etc.
- Patriotic dances and cultural performances showcase students' sense of patriotism and belongingness to our nation.
- Various traditional and cultural dance performances expose students to the rich cultural diversity of different states and regions.
- The Institute organizes Poster Competitions, where students express their environmental concerns and propose solutions.

IMPARTING CULTURAL VALUES

- BIITM is dedicated to shaping students into committed citizens. Various programs are organised to instil values and responsibilities for nation building
- Days of National Importance are observed with various events that emphasize students' right to information and commitment to implementations.

- Patriotism is fostered through the celebration of Independence Day and Republic Day and the conduct of various cultural programs to spread the message of harmony, equality and Ahimsa.
- Visits to historic places engage students with the rich heritage of our state.

IMPARTING HUMAN VALUES/SOCIAL VALUES

- Blood donation camps organized by the National Service Scheme (NSS), aim to instill human values among students from time to time.
- BIITM arranges visits to orphanages (Adruta children’s home) and similar establishments to provide medical assistance and hygiene tips to the inmates.
- BIITM organises events like Dental Awareness Workshop, Swachhata Abhiyan, Women Empowerment, Wellness and Health Check-up Camp and thus ensures a healthy working environment within and beyond the campus.
- Classes for value education are integrated into the curriculum to instil human values in the students. Additionally, students are made aware of Universal Human Values during their Induction.(Deeksha Arambh) Programme.
- BIITM has spearheaded the community service program “Clean India Program,” focusing on societal development.
- To promote an inclusive environment, BIITM has organized activities on the National Unity Day, Youth Leadership Training, Meri Mati Mera Desh, and Van Mahotsav, Women’s Day, Blood Donation Camp etc..

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

7.2 Best Practices

7.2.1

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

Response:

BIITM has carved out a niche for providing quality education in Management discipline through MBA & IMBA programmes. We have created social and economic impact by serving young aspirants, and society beyond campus. This has been possible due to leadership’s commitment and seamless efforts of all the

stakeholders. The commitment of institute to provide value-based Education has created remarkable results at the University level and in corporate arena while also focusing on its contribution to society through its students and employees. The two best practices that have catapulted the Institute to its present reputation are as follows.

Best Practices:

1st Practice

Title: *Total Quality Education for creating successful corporate professionals.*

Objectives:

1. To nurture the students and equip them with knowledge, attitude and skills to develop business acumen and leadership qualities sought by industry.
2. To make the students ready to serve by imbibing corporate values through collaboration and linkages.
3. To create unique image of BIITM in the domain of Management education at national level by aligning the Institute with the industry's and society's requirements and serving relentlessly with sincerity and commitment.

Context: Our plans, processes and practices address the needs of country's higher education as well as fulfill the requirements of industry, particularly in the scenario of rapidly changing industry ecosystem. While recruiters emphasize practical skills along with knowledge and attitude, BIITM keeps on delivering quality education and bridging the gap between academia and industry.

Practice: Both of our Management programmes are well-structured and undergo modifications as per requirement of industry. The Institute plans academic delivery in advance in consultation with affiliating University and the internal team. Student, faculty and staff develop clarity about vision and mission of the Institute. The seamless approach of different hierarchical positions also smoothens the process. The practice reinforces zero tolerance regarding deviations from plans while delivering service to its stakeholders. The guidelines and policies are followed in true-spirit in order to instill right knowledge, skills and attitude in students. The mentoring system is one of our major strengths which strings the students and faculty as pearls in a garland. The micro and macro-level of performance analysis is also one of our USP. The feedback system of the institute makes the teaching effective and result-driven. Students are exposed to learning through Experiential teaching, Add-on programmes and SIP. Students' creativity and innovativeness are nurtured by a cell of institute known as BIIT-MIC. The academic activities of the institute are reviewed every month in Review Meeting, and based on this action is initiated.

Evidence of Success: Students performed well as evident from the award of four Gold medals in MBA during four consecutive academic years and one more in 2016. Due to consistent effort and hard work of all and stellar performance of students in exam and industry ready Programms, BIITM maintains an unparalleled track record of placement. Placement of students has been a major strength of institute. Post-graduates consistently report earning more than their educational investment, underscoring programs exceptional value proposition.

Problems Encountered and Resources Required:

With the growth of Institute in terms of admission and reputation, it needs more space. The leadership identified the same as a constraint, and has already started developing physical infrastructure to address the programme as soon as possible. Time is one of the major construct in the 2-year MBA Programme as

we deliver additional content to students in time-frame of Academic Calendar. The added infrastructure on completion will also provide wider avenues to co-curricular and extra-curricular activities.

Notes: Over the years, Institute has been doing well in teaching & placement. It needs to look forward to serving students better with the adoption of advanced technology and focusing more on instilling value-based education. This will ultimately create a better HR base for nation.

2nd Practice

Title: *Serving Environment and society beyond the campus:*

Objectives:

- To create Clean and Green campus and environment with involvement of stakeholders
- To sensitize and create awareness about global warming and neutralization of carbon foot-print through various initiatives.
- To instil the concept of 'Art of Giving' and the spirit of giving back to society in students to serve during their studentship and career.
- To preserve the environment without further degradation.

Context: In true spirit, BIITM not only excels in the field of curricular input, but also quite impactful in its social engagement for nurturing the environment with societal concern. It engages students and staff in making contribution to society through environmental protection.

Practice: Institute strategizes in beginning through its Annual Calendar to focus on society and environment throughout the year. It constitutes committees of students & staff to plan and execute such drives from time to time with least deviation from academic pursuits. It collaborates with various organizations towards upliftment of society and environmental protection. To name a few, NSS,

Young-India and Switch-On foundation are in close collaboration with the Institute. Institute also has its clubs representing various domains and organizes cleaning programmes, Blood-Donation Camps, Gender-Equity Programmes and Environment Conservation events. The Institutes' social responsibility extends to Child Care to Wellness campaigns to ensure 'Health for All'.

Evidence of Success: BIITM has widened its success in the areas of environmental and social development. Institute's efforts for bringing improvement in areas such as cleanliness, environmental conservation and public health have been noteworthy. Organizations like NSS have appreciated our efforts. In addition, the Institute has received recognition from IIT-BBSR for G-20 participation during Third Education-Environment Summit, held in April-2023.

Problems Encountered and Resources Required: Outreach programmes, whether initiated by us or jointly with others, have been experiencing success on continual basis. However, we have encountered lack of adequate time in 2-year MBA programme for more co-curricular activities. Another challenge arises out of non-cooperative attitude of local people about environment protection and societal safety (Example- Restricting cattle movement and occupation of the road opposed by the villagers).

Notes: The leadership of institute have initiated sincere efforts to inculcate a sense of service to society and a sense of concern for environment from Day-1 of Induction Programme.

File Description	Document
Best practices as hosted on the Institutional website	View Document
Any other relevant information	View Document

7.3 Institutional Distinctiveness

7.3.1

Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

Placements:

Placement performance is an area where BIITM has distinguished itself and has accorded utmost priority in its functioning. Most of our students come from middle class families with a background of vernacular medium school education. Therefore, a majority of students (and their parents) opt for BIITM with the expectation that this Institute will mold their personality, infuse them with the ability and confidence to communicate in English, and to gain appropriate knowledge and skills so that they are empowered to compete for suitable corporate jobs. And BIITM has over the years fulfilled their expectations of good placement before the completion of the course. This is evident in the increasing rush for admission in BIITM in the last five years.

The key initiatives taken for the students' placement by BIITM include the following:

- **Students' Induction Programme (Deeksharambh)**

Our preparation for the students' placement starts with the induction programme organized for every fresh batch of students. In the week-long induction programme, prime slots are reserved for the interaction with the industry experts who share their experiences of the MBA days as well as their experiences on the job with students. These interactions, apart from giving the students a glimpse into the corporate world, inspire them to set goals and start on a trajectory of personal development. BIITM thus gives a head start to its students for good placement through the induction programme itself.

- **Strong Industry Connection**

BIITM has established strong and durable relationships with a wide range of companies across various industry sectors. These connections are fostered through alumni networks, collaborations through MOUs, industry visits by students and Summer Internship Projects, and ensure that students have exposure to various industries and access to a wide variety of job opportunities.

- **Career support Activities**

Considering the need for instilling confidence in communication and extraversion in interpersonal relationships, especially in the case of students with vernacular school background, the institute includes soft skills training classes in the time table from the very first semester. In the soft skills classes, emphasis is given to students' practice of oral communication, Resume writing, group discussion and interview skills. In every soft skills class, feedback on each student's performance is provided by the faculty trainer for their reflection and subsequent improvement.

(Students' opinions published in Placement Brochure 2023-24 may be perused in this connection.)

- **Pre-Placement Orientation Week**

At the start of the third semester of the MBA course, a pre-placement orientation programme is organized for a week, during which the learnings from soft skills classes conducted in the previous two semesters are consolidated, and a fresh urgent perspective of the required performance is projected in view of the start of the forthcoming placement season.

- **Industry Oriented Courses**

BIITM is a business school affiliated to Biju Patnaik University of Technology, Odisha, and hence has to implement the curriculum prescribed by the university. The Institute has been making all-out efforts to bridge the gap between academia and the industry requirements by arranging Add-on courses in different semesters of MBA and integrated MBA programmes.

- **Student-Driven Placement Process**

For every academic session, a Student Placement Committee is formed for smooth running of the placement process. The synergy between the dedicated Placement Cell of the institute and the Student Placement Committee ensures that every year the placement process of the institute is completed successfully with due emphasis on merit to everyone's satisfaction.

- **Company Specific Preparation**

During the placement season, after pre-placement talk by a recruiting team, the students who are selected for the interview round are specifically coached for the company and the sector. These coaching classes are conducted by the faculty members with corporate experience in the same or similar industry. This is another reason for the success of BIITM students in diverse companies.

Apart from the above initiatives for placement, the institute also takes care of the students who are not keen to join a job and who want to be entrepreneurs and provide jobs to others.

- **Entrepreneurship Development**

BIITM encourages the entrepreneurial spirit through workshops on entrepreneurship, fostering innovation and creativity among students through its incubation centre registered as BIITMIC.

- **Industry Collaborations:** BITMIC fosters collaborations with industry partners and other agencies through MoUs to facilitate entrepreneurship development.

- **Startup competitions:** Students are encouraged to take part in startup competitions and hackathons and to showcase their innovative ideas and receive feedback from industry experts.
- **Success Stories:** BIITMIC also showcases success stories of alumni entrepreneurs who have successfully launched their ventures, inspiring current students to pursue their entrepreneurial aspirations.
- **Outcomes:** As a result of the initiatives depicted above, BIITM has been able to make a mark in respect of placement as detailed below.

There has been an increase in the total number of offers vis-à-vis the total no of students going for placement in the session 2023-24 over the previous years. 327 students have so far received 461 offers from 121 companies in 2023-24 as against lower number of offers in the previous years, thus pushing the percentage of placement to 94% this year (Table Attached).

The Institute's long-term relationship with the industry can be easily assessed from the fact that 45 companies have repeated their visits to our campus for recruitment this year.

The median annual package in the current placement cycle (2023-24) has risen from Rs. 4.00 Lakh to Rs.4.50 Lakh.

The sector-wise distribution of companies making offers in the current placement season can be studied in the table attached. It shows an increase in Service, HR, IT and Operations sectors. The institute has been focusing for creating more entrepreneurial ventures in future.

On the basis of the facts presented above, it may be concluded that the performance of BIITM in respect of placement has been distinctive, and the Institute looks forward to making spectacular progress in this area in the coming years.

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

5. CONCLUSION

Additional Information :

Our Institute is committed to enriching the lives of students, faculty and staff and it has received numerous rankings, and recognition from national and international organizations for delivering exceptional value to our primary stakeholders. These accolades are listed below:

- Four University Toppers (Gold Medalists) in Management discipline in four consecutive passing-out 2020, 2021, 2022 & 2023.
- Best Academic Institution Award, 2023
- Acknowledged as Nodal Research Centre in management by the University in 2023
- Recognition under 2(F) and 12B by UGC in 2024.
- Recognition of impact of BIITM's NSS Units community/ extension work by the national outfit.
- Young Entrepreneur Award to the Executive Director in 2023.
- Affiliating University's Acknowledgement of the Institute's premier status through appointment of its Principal as a member of the University's Board of Management.

Concluding Remarks :

Through tireless efforts of faculty, staff, and students, Institute continues to thrive and progress. It is meeting the expectations of all stakeholders, and striving to make a positive impact.

Description	During NAAC 1st Cycle	During re-assessment
Management of processes	The academic processes were managed manually.	An LMS manages all academic processes.
Language Lab	Recommendation for a Language Lab	A Language Lab has become functional.
Alumni	There was no registered Alumni Association.	There is a registered Alumni Association participating in co-curricular, extracurricular and placement activities.
Research Augmentation	At a nascent stage	A Research Policy is in place along with incentives.
Collaboration with the Industry	There were a few industrial collaboration and MoUs	Institute has more than 20 functional MoUs and linkages with industries.
FDPs, MDPs & Workshop	Earlier, the Institute conducted very few MDPs, FDPs, and workshops.	We have organized an FDP in collaboration with IMM, and 3 MDP's with Aditya Birla, IOCL, and OSL.
Facilities for Divyangans	There was no lift for the Divyangans to go upstairs.	A lift has been functional
Facilities for girl students and women employees	Sanitary napkin vending machines were not there.	2 sanitary napkin vending machines have been installed in the girls' washrooms.
Community and Social Work	Community work was negligible	Multifarious community work is

undertaken with energy, enthusiasm and involvement mainly through NSS Units.

BITM has established itself as a premier educational institute since 1999, excelling in academics and placement. Our core strengths lie in teaching and placement. However, to further enhance our progress in collaborative research and consultancy, we believe that autonomous status is essential.

In our previous NAAC accreditation, we achieved a 'B++' grade, narrowly missing the 'A' grade by 0.06 points. Rather than appealing, we embraced this outcome as an opportunity to refine our quality and strive for excellence. We firmly believe that "Quality is a journey," a continuous process that drives us to improve.

Looking to the future, we envision to become a Centre of Excellence in management education, research, and consultancy, and ultimately achieving autonomous status. Our commitment to quality and excellence will propel us forward.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
1.2.1	<p>Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)</p> <p>Answer before DVV Verification : 46 Answer After DVV Verification :36</p>																				
1.2.2	<p><i>Percentage of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years</i></p> <p>1.2.2.1. Number of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2023-24</th> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> </tr> </thead> <tbody> <tr> <td>1233</td> <td>1000</td> <td>76</td> <td>84</td> <td>31</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2023-24</th> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> </tr> </thead> <tbody> <tr> <td>837</td> <td>745</td> <td>76</td> <td>84</td> <td>31</td> </tr> </tbody> </table>	2023-24	2022-23	2021-22	2020-21	2019-20	1233	1000	76	84	31	2023-24	2022-23	2021-22	2020-21	2019-20	837	745	76	84	31
2023-24	2022-23	2021-22	2020-21	2019-20																	
1233	1000	76	84	31																	
2023-24	2022-23	2021-22	2020-21	2019-20																	
837	745	76	84	31																	
1.3.2	<p>Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)</p> <p>1.3.2.1. Number of students undertaking project work/field work / internships Answer before DVV Verification : 334 Answer after DVV Verification: 249</p> <p>Remark : HEI has provided the certificates of internship and project completions 9 signed by guides) fro 249 students in clarification</p>																				
1.4.1	<p><i>Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website</i></p> <p>Answer before DVV Verification : A. Feedback collected, analysed, action taken& communicated to the relevant bodies and feedback hosted on the institutional website Answer After DVV Verification: C. Feedback collected and analysed</p>																				
2.1.2	<p><i>Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years</i></p>																				

2.1.2.1. Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats)

Answer before DVV Verification:

2023-24	2022-23	2021-22	2020-21	2019-20
110	104	52	54	39

Answer After DVV Verification :

2023-24	2022-23	2021-22	2020-21	2019-20
71	62	19	19	17

2.1.2.2. Number of seats earmarked for reserved category as per GOI/ State Govt rule year wise during the last five years

Answer before DVV Verification:

2023-24	2022-23	2021-22	2020-21	2019-20
113	113	60	90	53

Answer After DVV Verification :

2023-24	2022-23	2021-22	2020-21	2019-20
113	113	60	90	53

Remark : Value updated as per supporting documents

2.4.2 Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)

2.4.2.1. Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D year wise during the last five years

Answer before DVV Verification:

2023-24	2022-23	2021-22	2020-21	2019-20
21	18	19	14	8

Answer After DVV Verification :

2023-24	2022-23	2021-22	2020-21	2019-20
19	17	19	14	8

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

3.1.1.1. Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)

Answer before DVV Verification:

2023-24	2022-23	2021-22	2020-21	2019-20
1.5	1.05	0	0	0

Answer After DVV Verification :

2023-24	2022-23	2021-22	2020-21	2019-20
0	1.05	0	0	0

3.2.2 **Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years**

3.2.2.1. **Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years**

Answer before DVV Verification:

2023-24	2022-23	2021-22	2020-21	2019-20
29	10	5	1	1

Answer After DVV Verification :

2023-24	2022-23	2021-22	2020-21	2019-20
25	10	4	1	1

3.3.1 **Number of research papers published per teacher in the Journals notified on UGC care list during the last five years**

3.3.1.1. **Number of research papers in the Journals notified on UGC CARE list year wise during the last five years**

Answer before DVV Verification:

2023-24	2022-23	2021-22	2020-21	2019-20
29	6	0	13	14

Answer After DVV Verification :

2023-24	2022-23	2021-22	2020-21	2019-20
21	4	0	8	10

3.3.2 **Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years**

3.3.2.1. **Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during last five years**

Answer before DVV Verification:

2023-24	2022-23	2021-22	2020-21	2019-20
10	6	0	1	3

Answer After DVV Verification :

2023-24	2022-23	2021-22	2020-21	2019-20
6	4	0	1	3

3.4.3 ***Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.***

3.4.3.1. Number of extension and outreach Programs conducted in collaboration with industry, community, and Non- Government Organizations through NSS/ NCC etc., year wise during the last five years

Answer before DVV Verification:

2023-24	2022-23	2021-22	2020-21	2019-20
11	15	6	10	4

Answer After DVV Verification :

2023-24	2022-23	2021-22	2020-21	2019-20
9	10	5	08	02

3.5.1 ***Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.***

Answer before DVV Verification : 39

Answer After DVV Verification :24

4.1.2 ***Percentage of expenditure for infrastructure development and augmentation excluding salary during the last five years***

4.1.2.1. Expenditure for infrastructure development and augmentation, excluding salary year wise during last five years (INR in lakhs)

Answer before DVV Verification:

2023-24	2022-23	2021-22	2020-21	2019-20
207.86	147.02	53.45	10.18	16.34

Answer After DVV Verification :

2023-24	2022-23	2021-22	2020-21	2019-20
208.16	147.02	53.45	10.18	10.17

4.3.2	<p>Student – Computer ratio (Data for the latest completed academic year)</p> <p>4.3.2.1. Number of computers available for students usage during the latest completed academic year: Answer before DVV Verification : 190 Answer after DVV Verification: 190</p>																				
4.4.1	<p>Percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, during the last five years (INR in Lakhs)</p> <p>4.4.1.1. Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year wise during the last five years (INR in lakhs) Answer before DVV Verification:</p> <table border="1" data-bbox="304 712 1046 846"> <tr> <td>2023-24</td> <td>2022-23</td> <td>2021-22</td> <td>2020-21</td> <td>2019-20</td> </tr> <tr> <td>273.77</td> <td>188.3</td> <td>170.55</td> <td>102.69</td> <td>158.35</td> </tr> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="304 925 1046 1059"> <tr> <td>2023-24</td> <td>2022-23</td> <td>2021-22</td> <td>2020-21</td> <td>2019-20</td> </tr> <tr> <td>40.14</td> <td>48.36</td> <td>63.70</td> <td>29.34</td> <td>39.85</td> </tr> </table>	2023-24	2022-23	2021-22	2020-21	2019-20	273.77	188.3	170.55	102.69	158.35	2023-24	2022-23	2021-22	2020-21	2019-20	40.14	48.36	63.70	29.34	39.85
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273.77	188.3	170.55	102.69	158.35																	
2023-24	2022-23	2021-22	2020-21	2019-20																	
40.14	48.36	63.70	29.34	39.85																	
5.1.2	<p>Following capacity development and skills enhancement activities are organised for improving students' capability</p> <ol style="list-style-type: none"> 1. Soft skills 2. Language and communication skills 3. Life skills (Yoga, physical fitness, health and hygiene) 4. ICT/computing skills <p>Answer before DVV Verification : A. All of the above Answer After DVV Verification: C. 2 of the above Remark : A few lectures for a day in a year may has not been considered as capacity development and skills enhancement activities. Value updated accordingly</p>																				
5.1.4	<p>The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases</p> <ol style="list-style-type: none"> 1. Implementation of guidelines of statutory/regulatory bodies 2. Organisation wide awareness and undertakings on policies with zero tolerance 3. Mechanisms for submission of online/offline students' grievances 4. Timely redressal of the grievances through appropriate committees <p>Answer before DVV Verification : A. All of the above Answer After DVV Verification: A. All of the above</p>																				
5.3.1	<p>Number of awards/medals for outstanding performance in sports/ cultural activities at</p>																				

University / state/ national / international level (award for a team event should be counted as one) during the last five years

5.3.1.1. 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 wise during the last five years

Answer before DVV Verification:

2023-24	2022-23	2021-22	2020-21	2019-20
9	12	9	2	1

Answer After DVV Verification :

2023-24	2022-23	2021-22	2020-21	2019-20
4	3	3	0	0

5.3.2

Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)

5.3.2.1. Number of sports and cultural programs in which students of the Institution participated year wise during last five years

Answer before DVV Verification:

2023-24	2022-23	2021-22	2020-21	2019-20
20	26	8	3	2

Answer After DVV Verification :

2023-24	2022-23	2021-22	2020-21	2019-20
15	21	6	1	2

6.2.2

Institution implements e-governance in its operations

- 1. Administration**
- 2. Finance and Accounts**
- 3. Student Admission and Support**
- 4. Examination**

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: A. All of the above

6.3.3

Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years

6.3.3.1. Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years

Answer before DVV Verification:

2023-24	2022-23	2021-22	2020-21	2019-20
64	68	60	42	39

Answer After DVV Verification :

2023-24	2022-23	2021-22	2020-21	2019-20
64	68	60	42	39

6.3.3.2. Number of non-teaching staff year wise during the last five years

Answer before DVV Verification:

2023-24	2022-23	2021-22	2020-21	2019-20
39	39	36	27	27

Answer After DVV Verification :

2023-24	2022-23	2021-22	2020-21	2019-20
39	39	36	27	27

6.5.2

Quality assurance initiatives of the institution include:

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented**
2. **Academic and Administrative Audit (AAA) and follow-up action taken**
3. **Collaborative quality initiatives with other institution(s)**
4. **Participation in NIRF and other recognized rankings**
5. **Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.**

Answer before DVV Verification : A. Any 4 or more of the above

Answer After DVV Verification: A. Any 4 or more of the above

7.1.2

The Institution has facilities and initiatives for

1. **Alternate sources of energy and energy conservation measures**
2. **Management of the various types of degradable and nondegradable waste**
3. **Water conservation**
4. **Green campus initiatives**
5. **Disabled-friendly, barrier free environment**

Answer before DVV Verification : A. 4 or All of the above

Answer After DVV Verification: B. 3 of the above

7.1.3

Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following

1. **Green audit / Environment audit**
2. **Energy audit**

- 3. **Clean and green campus initiatives**
- 4. **Beyond the campus environmental promotion activities**

Answer before DVV Verification : A. All of the above
 Answer After DVV Verification: A. All of the above

2.Extended Profile Deviations

ID	Extended Questions																				
1.1	<p>Number of teaching staff / full time teachers during the last five years (Without repeat count): Answer before DVV Verification : 62 Answer after DVV Verification : 55</p>																				
1.2	<p>Number of teaching staff / full time teachers year wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2023-24</th> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> </tr> </thead> <tbody> <tr> <td>42</td> <td>39</td> <td>39</td> <td>38</td> <td>32</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1"> <thead> <tr> <th>2023-24</th> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> </tr> </thead> <tbody> <tr> <td>38</td> <td>37</td> <td>38</td> <td>38</td> <td>32</td> </tr> </tbody> </table>	2023-24	2022-23	2021-22	2020-21	2019-20	42	39	39	38	32	2023-24	2022-23	2021-22	2020-21	2019-20	38	37	38	38	32
2023-24	2022-23	2021-22	2020-21	2019-20																	
42	39	39	38	32																	
2023-24	2022-23	2021-22	2020-21	2019-20																	
38	37	38	38	32																	