

Guidelines for the Creation of the
Internal Quality Assurance Cell (IQAC)
and Submission of Annual Quality Assurance
Report (AQAR) by Accredited Institutions
(For Affiliated/Constituent Colleges)

(Revised as per Revised Accreditation Framework in November, 2017)



राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

An Autonomous Institution of the University Grants Commission
P. O. Box. No. 1075, Opp: NLSIU, Nagarbhavi, **Bengaluru - 560 072** India

NAAC

VISION

To make quality the defining element of higher education in India through a combination of self and external quality evaluation, promotion and sustenance initiatives.

MISSION

- ☞ To arrange for periodic assessment and accreditation of institutions of higher education or units thereof, or specific academic programmes or projects;*
- ☞ To stimulate the academic environment for promotion of quality of teaching-learning and research in higher education institutions;*
- ☞ To encourage self-evaluation, accountability, autonomy and innovations in higher education;*
- ☞ To undertake quality-related research studies, consultancy and training programmes, and*
- ☞ To collaborate with other stakeholders of higher education for quality evaluation, promotion and sustenance.*

Value Framework

To promote the following core values among the HEIs of the country:

- Contributing to National Development*
- Fostering Global Competencies among Students*
- Inculcating a Value System among Students*
- Promoting the Use of Technology*
- Quest for Excellence*

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Guidelines for the Creation of the Internal Quality Assurance Cell (IQAC) and Submission of Annual Quality Assurance Report (AQAR) in Accredited Institutions

Introduction

In pursuance of its Action Plan for performance evaluation, assessment and accreditation and quality up-gradation of institutions of higher education, the National Assessment and Accreditation Council (NAAC), Bangalore proposes that every accredited institution should establish an Internal Quality Assurance Cell (IQAC) as a quality sustenance measure. Since quality enhancement is a continuous process, the IQAC will become a part of the institution's system and work towards realisation of the goals of quality enhancement and sustenance. The prime task of the IQAC is to develop a system for conscious, consistent and catalytic improvement in the overall performance of institutions. For this, during the post-accreditation period, institutions need to channelize its efforts and measures towards promoting the holistic academic excellence including the peer committee recommendations.

The guidelines provided in the following pages will guide and facilitate the institution in the creation and operation of the Internal Quality Assurance Cell (IQAC). The work of the IQAC is the first step towards internalization and institutionalization of quality enhancement initiatives.

Its success depends upon the sense of belongingness and participation in all the constituents of the institution. It will not be yet another hierarchical structure or a record-keeping exercise in the institution. It will be a facilitative and participative voluntary system/unit/organ of the institution. It has the potential to become a vehicle for ushering in quality enhancement by working out planned interventionist strategies by IQAC to remove deficiencies and enhance quality like the "Quality Circles" in industries.

IQAC – Vision

To ensure quality culture as the prime concern for the Higher Education Institutions through institutionalizing and internalizing all the initiatives taken with internal and external support.

Objective

The primary aim of IQAC is

- To develop a system for conscious, consistent and catalytic action to improve the academic and administrative performance of the institution.
- To promote measures for institutional functioning towards quality enhancement through internalization of quality culture and institutionalization of best practices.

Strategies

IQAC shall evolve mechanisms and procedures for

- a) Ensuring timely, efficient and progressive performance of academic, administrative and financial tasks;
- b) Relevant and quality academic/ research programmes;
- c) Equitable access to and affordability of academic programmes for various sections of society;
- d) Optimization and integration of modern methods of teaching and learning;
- e) The credibility of assessment and evaluation process;
- f) Ensuring the adequacy, maintenance and proper allocation of support structure and services;
- g) Sharing of research findings and networking with other institutions in India and abroad.

Functions

Some of the functions expected of the IQAC are:

- a) Development and application of quality benchmarks
- b) Parameters for various academic and administrative activities of the institution;
- c) Facilitating the creation of a learner-centric environment conducive to quality education and faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process;
- d) Collection and analysis of feedback from all stakeholders on quality-related institutional processes;
- d) Dissemination of information on various quality parameters to all stakeholders;
- e) Organization of inter and intra institutional workshops, seminars on quality related themes and promotion of quality circles;
- f) Documentation of the various programmes/activities leading to quality improvement;
- g) Acting as a nodal agency of the Institution for coordinating quality-related activities, including adoption and dissemination of best practices;
- h) Development and maintenance of institutional database through MIS for the purpose of maintaining /enhancing the institutional quality;
- i) Periodical conduct of Academic and Administrative Audit and its follow-up
- j) Preparation and submission of the Annual Quality Assurance Report (AQAR) as per guidelines and parameters of NAAC.

Benefits

IQAC will facilitate / contribute to

- a) Ensure clarity and focus in institutional functioning towards quality enhancement;
- b) Ensure internalization of the quality culture;
- b) Ensure enhancement and coordination among various activities of the institution and institutionalize all good practices;
- c) Provide a sound basis for decision-making to improve institutional functioning;
- d) Act as a dynamic system for quality changes in HEIs;

- e) Build an organised methodology of documentation and internal communication.

Composition of the IQAC

IQAC may be constituted in every institution under the Chairmanship of the Head of the institution with heads of important academic and administrative units and a few teachers and a few distinguished educationists and representatives of local management and stakeholders.

The composition of the IQAC may be as follows:

1. Chairperson: Head of the Institution
2. Teachers to represent all level (Three to eight)
3. One member from the Management
4. Few Senior administrative officers
5. One nominee each from local society, Students and Alumni
6. One nominee each from Employers /Industrialists/Stakeholders
7. One of the senior teachers as the coordinator/Director of the IQAC

The composition of the IQAC will depend on the size and complexity of the institution, accordingly the representation of teachers may vary. It helps the institutions in planning and monitoring. IQAC also gives stakeholders or beneficiaries a cross-sectional participation in the institution's quality enhancement activities. The guidelines given here are only indicative and will help the institutions for quality sustenance activities.

The membership of such nominated members shall be for a period of two years. The IQAC should meet at least once in every quarter. The quorum for the meeting shall be two-third of the total number of members. The agenda, minutes and Action Taken Reports are to be documented with official signatures and maintained electronically in a retrievable format.

It is necessary for the members of the IQAC to shoulder the responsibilities of generating and promoting awareness in the institution and to devote time for working out the procedural details. While selecting these members several precautions need to be taken. A few of them are listed below:

- ♦ It is advisable to choose persons from various backgrounds who have earned respect for integrity and excellence in their teaching and research. Moreover, they should be aware of the ground realities of the institutional environment. They should be known for their commitment to improving the quality of teaching and learning.
- ♦ It is advisable to change the co-ordinator after two to three years to bring new thoughts and activities in the institution.
- ♦ It would be appropriate to choose as senior administrators, persons in charge of institutional services such as library, computer center, estate, student welfare, administration, academic tasks, examination and planning and development.

- ♦ The management representative should be a person who is aware of the institution's objectives, limitations and strengths and is committed to its improvement. The local society representatives should be of high social standing and should have made significant contributions to society and in particular to education.

The role of the Coordinator

The role of the coordinator of the IQAC is crucial in ensuring the effective functioning of all the members. The coordinator of the IQAC may be a senior/competent person with experience and exposure in quality aspects. She/he may be a full-time functionary or, to start with, she/he may be a senior academic /administrator entrusted with the IQAC as an additional responsibility. Secretarial assistance may be facilitated by the administration. It is essential that the coordinator may have sound knowledge about the computer, data management and its various functions such as usage for effective communication.

Operational Features of the IQAC

Quality assurance is a by-product of ongoing efforts to define the objectives of an institution, to have a work plan to achieve them and to specify the checks and balances to evaluate the degree to which each of the tasks is fulfilled. Hence devotion and commitment to improvement rather than mere institutional control is the basis for devising procedures and instruments for assuring quality. The right balance between the health and growth of an institution needs to be struck. The IQAC has to ensure that whatever is done in the institution for "education" is done efficiently and effectively with high standards. In order to do this, the IQAC will have to first establish procedures and modalities to collect data and information on various aspects of institutional functioning.

The coordinator of the IQAC will have a major role in implementing these functions. The IQAC may derive major support from the already existing units and mechanisms that contribute to the functions listed above. The operational features and functions discussed so far are broad-based to facilitate institutions towards academic excellence and institutions may adapt them to their specific needs.

The institutions need to submit yearly the Annual Quality Assurance Report (AQAR) to NAAC by end of September every year positively. A functional Internal Quality Assurance Cell (IQAC) and timely submission of Annual Quality Assurance Reports (AQARs) are the Minimum Institutional Requirements (MIR) to volunteer for second, third or subsequent cycle's accreditation. During the institutional visit the NAAC peer teams will interact with the IQACs to know the progress, functioning as well as quality sustenance initiatives undertaken by them.

The Annual Quality Assurance Report (AQAR) may be the part of the Annual Report. The AQAR shall be approved by the statutory bodies of the HEIs (such as Governing Council/ Executive Council/Board of Management) for the follow up action for necessary quality enhancement measures.

The IQACs may create its exclusive window tab on its institutional website for keeping the records/files of NAAC, Peer Team Reports, AQAR, and Certificate of Accreditation Outcomes and regularly upload/ report on its activities, as well as for hosting the AQAR.

Revised Accreditation Framework

NAAC has launched Revised Accreditation Framework since July, 2017 and hence AQAR format also modified, in cognizance with the new methodology. The tools and parameters are designed in the new AQAR format are in such a way that the preparation of AQAR would facilitate the HEI's for upcoming cycles of Accreditation. Data collected/prepared infuses quality enhancement measures undertaken during the years. Further, it also adds quality enhancement and quality sustenance measures undertaken in teaching, learning, research, extension and support activities of the Institution. It is hoped that new AQAR would facilitate Educational Institutions for creating a good database at Institutional level for enhancing the quality culture.

As per the Revised Accreditation Framework (RAF), the NAAC Accredited institutions need to submit the AQAR online. NAAC is in the process of ICT integration in Assessment and Accreditation. The login id for the online submission for AQAR submission will be the e-mail id used for the IIQA. The AQAR submission is part of the post accreditation module, in due course of time. NAAC portal will have the facility to submit the AQAR online and Institutions will receive automated response. AQAR of the preceding year be submitted to the NAAC within six months i.e. the institutions should submit the AQAR before 31st December of every year.

The Higher Education Institutions need not submit the printed/hard copy of AQAR to NAAC. Mandatory Submission of AQAR by IQAC

The Executive Committee of NAAC has decided that **regular submission of AQARs is mandatory for 2nd and subsequent cycles of accreditation with effect from 16th September 2016:**

The following are the pre-requisites for submission of IIQA for all Higher Education Institutions (HEIs) opting for 2nd and subsequent cycles of A& A:

- Having a functional IQAC.
- The minutes of IQAC meeting and compliance to the decisions should be uploaded on the institutional website.
- Mandatory submission of AQARs on a regular basis for institutions undergoing the second and subsequent cycles of Assessment and Accreditation by NAAC.
- Upload the AQAR's on institutional website for access to all stakeholders.

Note: The terms and abbreviation used in AQAR are in accordance with respective manuals for assessment of NAAC. Please refer institutional manual for glossary and abbreviations terms used in AQAR.

The Annual Quality Assurance Report (AQAR) of the IQAC (For Affiliated/Constituent Colleges)

Institutions Accredited by NAAC need to submit an Annual self-reviewed progress report i.e. Annual Quality Assurance Report (AQAR) to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the IQAC at the beginning of the Academic year. *The AQAR period would be the Academic Year. (For example, July 1, 2017 to June 30, 2018)*

Part – A

Data of the Institution

(data may be captured from IIQA)

1. Name of the Institution: Radhakrishna Institute of Technology and Engineering

- Name of the Head of the institution : Prof. (Dr.) S. S. Kanungo
- Designation: Principal
- Does the institution function from own campus: Yes
- Phone no./Alternate phone no.: 0674-2587585
- Mobile no.: 94379499931/ 9337711666
- Registered e-mail: riteodisha@gmail.com
- Alternate e-mail : principal@riteindia.in
- Address : PLOT NO-1, IDCO INDUSTRIAL ESTATE, BARUNEI, KHURDA
- City/Town : BHUBANESWAR
- State/UT : ODISHA
- Pin Code : 752057

2. Institutional status:

- Affiliated / Constituent: Affiliated
- Type of Institution: **Co-education**/Men/Women
- Location : Rural/Semi-urban/**Urban**: Urban
- Financial Status: Grants-in aid/ UGC 2f and 12 (B)/ **Self financing**
(please specify)

- Name of the Affiliating University: BIJU PATNAIK UNIVERSITY OF TECHNOLOGY (BPUT), ODISHA
- Name of the IQAC Co-ordinator : Dr. Chandrabhanu Malla
- Phone no. : 8328977133

Alternate phone no. : 9438436206

- Mobile: 8328977133
- IQAC e-mail address: iqac.rite@gmail.com
- Alternate Email address: sskanungo.rite@gmail.com

3. Website address:

Web-link of the AQAR: (Previous Academic Year): <http://riteindia.in/wp-content/uploads/2018/12/IQAC-RITE-AQAR-2017-18-6.pdf>

Web-link of the AQAR: (Previous Academic Year): <http://riteindia.in/wp-content/uploads/2020/2/IQAC-RITE-AQAR-2018-19-6.pdf>

4. Whether Academic Calendar prepared during the year? Yes,
if yes, whether it is uploaded in the Institutional website: Yes

Web link: <http://riteindia.in/naac/>

5. Accreditation Details:

Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1 st	B ⁺	2.53	2017	From:30/10/2017 to: 29/10/2022
2 nd	-	-	-	-
3 rd	-	-	-	-
4 th	-	-	-	-
5 th	-	-	-	-

6. Date of Establishment of IQAC: DD/MM/YYYY: 15/02/2016

7. Internal Quality Assurance System

7.1 Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & duration	Number of participants/beneficiaries
Spoken Tutorial	5 th November 2018	36
Introduction to IOT-CISCO	21 st January 2019	25
Introduction to Cyber Security-CISCO	19 th January 2019	28
ABS Technology with Fault Diagnosis	02 nd February 2019	70
Auto-CAD	05 th February 2019	30

Implementation of Agile Technology	09 th March 2019	65
Programming Essentials in C-CISCO	04 th April 2019	74
Virtual Laboratory	02 nd March 2019	79

Note: Some Quality Assurance initiatives of the institution are:

(Indicative list)

- Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback from all stakeholders collected, analysed and used for improvements
- Academic Administrative Audit (AAA) conducted and its follow up action
- Participation in NIRF
- ISO Certification
- NBA etc.
- Any other Quality Audit

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

Institution/ Department/Faculty	Scheme	Funding agency	Year of award with duration	Amount
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-

9. Whether composition of IQAC as per latest NAAC guidelines: Yes/No: YES

*Upload latest notification of formation of IQAC: <http://riteindia.in/naac/>

10. No. of IQAC meetings held during the year: 04

The minutes of IQAC meeting and compliance to the decisions have been uploaded on the institutional website..... Yes

Yes/No

(Please upload, minutes of meetings and action taken report)

11. Whether IQAC received funding from any of the funding agency to support its Activities during the year? No

If yes, mention the amount: N/A Year: N/A

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

- Academic Calendar for the session was more holistic in approach and it's successful implementation was monitored by IQAC.

- Many activities were organized by IQAC under Corporate Outreach Programs initiated to bridge the skill gap.
- Institutional Social Responsibility activities were given due importance.
- Academic autonomy was ensured through systematic check points.
- More Faculty Development Programs, workshops and seminars were organized for ensuring quality in higher education and creating awareness to bridge the gap between traditional pedagogy and twenty first century learner.

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

Plan of Action	Achievements/Outcomes
Academic Calendar (Holistically designed)	The Academic Calendar for the session 2018-19 was more elaborate and was successfully executed.
Academic autonomy was ensured through systematic check points	All courses follow a lesson plan and all teachers prepare course-file for their respective subjects each semester.
Faculty Development Programs were organized to ensure the continuous learning for teachers.	Three faculty development programs were organized during the session.
Institutional Social Responsibility activities were given due importance	Many activities were organized during the session.

14. Whether the AQAR was placed before statutory body? Yes /No: YES

Name of the Statutory body: Governing Body of JRG Educational Trust

Date of meeting(s): 13-01-2020

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning?

Yes/No: YES

Date: 30-10-2017

16. Whether institutional data submitted to AISHE: Yes/No: YES

Year: 2019

Date of Submission: 23-02-2019

17. Does the Institution have Management Information System? NO

If yes, give a brief description and a list of modules currently operational.

(Maximum 500 words)

Part-B

CRITERION I – CURRICULAR ASPECTS

1.1 Curriculum Planning and Implementation

1.1.1 Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

Radhakrishna Institute of Technology and Engineering is committed to provide the distinctive learning environment and skills, for understanding of self and others, to learn to solve personal and social problems and continually improving the overall performance of the 'Quality Management Systems'.

The vision and mission of the Institute is stated below:

VISION

“RITE seeks to be a center of higher education that can provide the best learning experience, the most productive learning community, and the most creative learning environment in Engineering Education and to be recognized as one of the best engineering college in India”.

MISSION

“The primary mission of the Institute is to educate students, discover and disseminate knowledge through research. The Institute is committed to achieve excellence in these activities and the success and leadership of its Programmes are evaluated using the highest standards of quality, innovation and visibility”.

The vision and mission of Radhakrishna Institute of Technology and Engineering are corroborated with the objectives of the society and reflects the commitment of the Institute towards holistic development of the students and inculcating national and human values in them through academic, co-curricular and socially meaningful activities. Mission of RITE focuses on student empowerment and developing functioning and performing in the global scenario. Managing business in the globalized scenario is the need of the hour and thus courses are formulated by Biju Patnaik University of Technology to equip students to face this challenge. Also, the Institution focuses on developing new paradigms and inculcating national values for holistic development of the students. The teaching, learning and evaluation schedules are strictly as per the Academic calendar notified by the Biju Patnaik University of Technology. The institute has well qualified, dedicated and experienced faculty. The pedagogy at RITE provides ample opportunities for students to develop into trained and competent professionals by keeping abreast of the ever changing technologies. The Institute aims to achieve and excel as premiere technical institution of the country. The traditional classroom teaching is supplemented by regular tests, tutorials, group discussions, extensive lab work, projects, seminars and industrial exposure by way of industry visits and summer training. While teaching students and keeping pace with the evolving definitions and concepts, a sincere effort is also made to cover the latest developments in each subject area. The classroom environment is congenial and makes learning proactive and the students learn a sense of team spirit, responsibility and professional integrity. It helps in building a healthy student-faculty bond, which develops students to their fullest potential and harnesses the best in the teachers.

The institute and Faculty members adopt numerous policies for bridging the knowledge gap of the enrolled 'weak' students to enable them to cope with the programme of their choices as well as promote, reward and facilitate 'advanced' learners. This includes mentorship, tutorials and remedial teaching. The entire approach is student centric. For well -planned curriculum delivery, lesson plan file is prepared by every Faculty member before commencement of Semester. As per the lesson plan the contents are delivered to the students and it is monitored by respective program coordinators and head of the departments and members of IQAC Committee. Internal tests are conducted to evaluate the performance of students. Students regularly make present power point presentations. Continuous review of the progress of syllabus completion, performance of the students, association activities are done in the department level meetings.

1.1.2 Certificate/ Diploma Courses introduced during the Academic year: N/A					
Name of the Certificate Course	Name of the Diploma Courses	Date of introduction and duration	focus on employability/ entrepreneurship	Skill development	
N/A	N/A	N/A	N/A	N/A	
1.2 Academic Flexibility					
1.2.1 New programmes/courses introduced during the Academic year: N/A					
Programme with Code	Date of Introduction	Course with Code	Date of Introduction		
N/A	N/A	N/A	N/A		
1.2.2 Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the Academic year.					
Name of Programmes adopting CBCS	UG	PG	Date of implementation of CBCS / Elective Course System	UG	PG
Mechanical Engineering	√		Since Academic Session- 2012 till date (As per University Norms)	√	
Electrical Engineering	√		Since Academic Session- 2012 till date (As per University Norms)	√	
Computer Science and Engineering	√		Since Academic Session- 2012 till date (As per University Norms)	√	
Civil Engineering	√		Since Academic Session- 2012 till date (As per University Norms)	√	
Already adopted (mention the year): First batch of B.Tech 2010-2014				√	
1.2.3 Students enrolled in Certificate/ Diploma Courses introduced during the year					
	Certificate		Diploma Courses		
No of Students	N/A		N/A		
1.3 Curriculum Enrichment					
1.3.1 Value-added courses imparting transferable and life skills offered during the year					
Value added courses	Date of introduction		Number of students enrolled		
Spoken Tutorial	5 th November 2018		36		
Introduction to IOT-CISCO	21 st January 2019		25		
Introduction to Cyber Security-CISCO	19 th January 2019		28		
ABS Technology with Fault Diagnosis	02 nd February 2019		70		
Auto-CAD	05 th February 2019		30		
Implementation of Agile Technology	09 th March 2019		65		
Programming Essentials in C-CISCO	04 th April 2019		74		

Virtual Laboratory	02 nd March 2019	79		
1.3.2 Field Projects / Internships under taken during the year				
Project/Programme Title			No. of students enrolled for Field Projects / Internships	
Auto-CAD and STAAD-Pro			30	
Auto-CAD			28	
Automobile Training at ASHOK LEYLAND Training School			11	
Industrial Internship at NINL, Jajpur			10	
CATIA			03	
Industrial Internship at NALCO, Anugul			01	
Industrial Internship at NALCO, Damanjodi			01	
'C' Programming			19	
'C++' Programming			02	
JAVA			03	
'C' Programming			09	
'C' Programming			02	
Web Development			03	
SQL			03	
JAVA			11	
PHP			10	
Dot Net			04	
JAVA			11	
JAVA			11	
'C' Programming			19	
Industrial Internship at EMTRONICS Technology Pvt. Ltd., Bhubaneswar			12	
Industrial Internship at Balimela Power Grid, Malkangiri			06	
1.4 Feedback System				
1.4.1 Whether structured feedback received from all the stakeholders. YES				
1) Students	2) Teachers	3) Employers	4) Alumni	5) Parents
Yes	Yes	Yes	Yes	Yes
1.4.2 How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)				
<p>The feedback is collected at various levels viz. Students, Parents, Teachers and Alumni. Then the feedback is analyzed at upper management and the action taken once the feedback is received. Feedback of stakeholders is sought regularly about infrastructure and learning resources for ensuring their satisfaction. Accordingly, continuous review of infrastructure and learning resources is carried out by respective committees and the recommendations are integrated for upgrading, maintaining and utilizing physical, academic and support facilities. Feedback is also taken from faculties, stakeholders and experts regarding industry trends and feedback to identify new demands of industry. Structured feedback is taken from students, alumni, employers and experts from academia, industry and research through course/programme review feedback</p> <p>A team of faculties takes feedback of internal and external subject experts including feedback of all course faculties of campuses to define/review the course objectives, contents, learning outcomes and assessment tools and put up the recommendations. Feedback is taken from eminent experts to integrate their feedback while defining curriculum/ programme.</p> <p>Feedback from students is also taken through class representative meetings, and corrective measures are taken accordingly to improve the teaching-learning processes.</p> <p>Students Feedback:</p> <p>The feedback is collected at various levels during the academic session. The academic feedback taken</p>				

every week from the class representatives.

General Feedback: feedback is taken on weekly basis regarding the general facilities including mess, canteen, general hygiene and cleanliness. The actions to problems of urgent /Immediate nature are addressed by the authority immediately. The other problems which require management decisions are put up before the Chairman and also addressed accordingly.

The comments are accumulated at various levels in the course of the academic session the feedback taken every week from the student representatives of individual class.

General feedback: Feedback is taken on weekly/fortnightly basis regarding the overall facilities such as computer lab, mess, canteen, well known hygiene and cleanliness. The actions to issues of urgent /on the spot nature are addressed by using the authority straight away. The alternative issues which require management approval are addressed to the Honorable Chairman.

Faculty Feedback:

The academic & behavior feedback from the students are analyzed and the essential corrective measures recommended to faculty members. The remarks is likewise shared with department for any corrective Measures

Syllabus Coverage: One hundred % syllabus coverage feedback is likewise gathered from the Individual Subject Teacher.

Parents Feedback:

The parents' meet performed by the institution every year aside from different problems permits mother and father to give tips concerning the curriculum of their wards that is duly cited with the aid of the applicable individuals within the college.

Alumni feedback:

The alumni of the college who've moved on to industry or for higher studies additionally give a feedback on how their years in the institution have helped them perform of their places of work/study. The alumni additionally supply constructive tips on helping the students gain extra recognition and improving themselves.

CRITERION II -TEACHING-LEARNING AND EVALUATION

2.1 Student Enrolment and Profile

2.1.1 Demand Ratio during the year

Name of the Programme	Number of seats available	Number of applications received	Students Enrolled
B.Tech	300	144	143

2.2 Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of full time teachers available in the institution teaching only UG courses	Number of full time teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019-20	144	NA	35	NA	00

2.3 Teaching - Learning Process

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

Number of teachers on roll	Number of teachers using ICT (LMS, e-Resources)	ICT tools and resources available	Number of ICT enabled classrooms	Number of smart classrooms	E-resources and techniques used
35	All	LCD Projector and Laptop	05 (With installed LCD Projector)	Nil	Presentations, Videos, Online resources, Case Studies, Quiz, Studies,

					NPTEL Lectures, Educational Lectures.
2.3.2 Students mentoring system available in the institution? Give details. (maximum 500 words) YES					
<ul style="list-style-type: none"> • Students are counseled by mentors to give them a strong mental and psychological support. • During the counseling they put forth their problems freely, which the mentors deal and support them to come out of their grievances. • Academics improvements are the prime concern. • Behavioural, social, economic as well as personal problems are taken up by mentors in a very positive way. <p>The mentors extends various support to students, such as:-</p> <ul style="list-style-type: none"> • Grievance Redressal Cell has been set up for listening and execution of complaints of students. • Placement cell has been set up to provide placement services related information to the students. • Co-curricular and cultural events are organized. • Periodical Seminars and workshops are conducted for the students. 					
Number of students enrolled in the institution		Number of fulltime teachers		Mentor: Mentee Ratio	
442		35		1:12	

2.4 Teacher Profile and Quality				
2.4.1 Number of full time teachers appointed during the year				
No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
35	32	03	03	05
2.4.2 Honours and recognitions received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)				
<i>Year of award</i>	<i>Name of full time teachers receiving awards from state level, national level, international level</i>		<i>Designation</i>	<i>Name of the award, fellowship, received from Government or recognized bodies</i>
2018	Ms. Sanghamitra Acharya (National Level)		Assistant Professor	SRF (DRDO-DIAT)
2.5 Evaluation Process and Reforms				
2.5.1 Number of days from the date of semester-end/ year- end examination till the declaration of results during the year				
Program me Name	Programme Code	Semester/ year	Last date of the last semester-end/ year- end examination	Date of declaration of results of semester-end/ year- end examination
B.Tech	01, 21	Even 2018-19	17-06-2019	26-08-2019
2.5.2 Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)				
Continuous Assessment having weight age of 30% in internal marks, depending upon course				

objectives, learning outcomes and pedagogy. Various components for continuous assessment are defined and used. End semester Examination is held every semester end. The weight age of end semester examination is 70%. Students subject knowledge is assessed through direct and indirect methods of Assessment methodology/tools like comprehensive examination, case studies are decided keeping in mind the parameters/learning outcomes to be measured and the desired emphasis during the delivery of a programme as prescribed in the course curriculum.

The students who are little slow in their grasping as compared to their counterparts are identified on the basis of their class participation, pass percentage, classroom performance, and regularity in submission of assignments, punctuality and personal interactions. The institute through its teachers handles it sensitively, and pays required attention to learners with various paces. Revision lectures to help the students to have insight to the previously covered topics and connecting with the new topics. Parents are also kept in the loop; the institute provides academic counseling through parent teacher meeting (PTM) periodically, to enhance the communication between parents-teachers-students.

Class room Interaction & Co-curricular activities: Teachers also verify the students through numerous mechanisms along with ordinary interaction with college students, quizzes, assignments, every day attendance and mid-term examinations. Hence the students are assessed and marks provided to them in session with the department and as per the institute suggestions/coverage. The internal and outside idea marks then will become the very last cease semester fulfillment of the scholar.

2.5.3 Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The institute adheres to the Academic Calendar prepared according to the calendar provided by Biju Patnaik University of Technology, Rourkela, Odisha. Every year we prepare the academic calendar for the institute and also a department wise activity schedule for smooth functioning. This ensures that the curriculum is enriched through related activities like guest lecture, extension series and industry interaction. For the academic session academic calendar was prepared and followed for conduct of examination and other activities. The academic calendar is displayed on the notice board and also shares with the head of the departments so as to ensure proper execution. A copy of academic calendar for session 2018-19 is attached (Annexure II) for reference.

Being an institute affiliated to Biju Patnaik University of Technology, we follow the academic schedule provided by the university. The Institute prepares their own academic calendar for various Programmes which follow the timelines/guidelines and academic schedule of the affiliating University. Generally, the Biju Patnaik University of Technology gives guidelines on the following in their academic schedule, along with annual cultural and sports meet schedule.

- Beginning of the academic sessions.
- Last working day of the semester.
- Internal examination schedule.
- Annual Sports meet.
- Annual cultural Fest.
- Semester examination schedule.
- Vacation schedule.

The same academic calendar is published on the notice board before the beginning of every academic year. It provides plan for the academic year to students, teachers and parents. Considering the academic calendar, each department functions according to the teaching plan prepared at the department level.

2.6 Student Performance and Learning Outcomes

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

<http://riteindia.in/academics/>

The teaching learning process is the back bone of the academic system of any institution. Hence, Institute gives utmost care on teaching learning process so as the communication reaches all the

students of different groups at grass root levels. With the advent of technology, teaching methodology has also appropriately evolved. The faculty members concentrate on teaching in addition to research and extension services and have evolved the best possible strategies and techniques of teaching to facilitate learning of students.

The learning outcomes are clearly defined as per courses of the University. They are influential in achieving the mission and objectives of the University. While defining the learning outcomes, following are taken care of :

- They are articulated as complete declarative sentences that clearly describe the knowledge, skills, and competencies that students are expected to acquire as a result of completing their programme of study.
- The resources (faculty, library, labs, technology etc.) and pedagogy to be adopted for effective course delivery and student learning are determined in consonance with the learning outcomes to be achieved.
- The outcomes are assessed and measured to identify the extent to which goals are accomplished.
- The gaps identified after the analysis are addressed through the properly laid action plan The outcomes assessment plan also specifies the performance targets/criteria (measurable objectives) that are used by the domain to determine the extent to which the programme learning outcomes are being achieved.

The assessment of student learning outcomes is done by using direct and indirect measurement tools like viva, internal examination scheme. Assessment methodology/tools are decided keeping in mind the parameters/ learning outcomes to be measured and the desired emphasis during the delivery of a programme as prescribed in the course curriculum.

2.6.2 Pass percentage of students

Program me Code	Programme name	Number of students appeared in the final year examination	Number of students passed in final semester/year examination	Pass Percentage
01	B.TECH	102	100	98.03%

2.7 Student Satisfaction Survey

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

The institute ensures that the students are provided various platforms to reach the authorities with their suggestion and feedback. Apart from the formal feedback taken in each semester, the students can convey their concern if any, through a suggestion box placed at the main entrance. Also the students can send email or contact through website. Overall satisfaction is thoroughly evaluated through the feedback system.

Web link: <http://riteindia.in/online-grievances/>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding Agency	Total grant sanctioned	Amount received during the Academic year
Major projects	N/A	N/A	N/A	N/A
Minor Projects				
Interdisciplinary Projects				
Industry sponsored Projects				
Projects sponsored by the University/ College				
Students Research Projects				

(other than compulsory by the College)				
International Projects				
Any other(Specify)				
Total				

3.2 Innovation Ecosystem

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

Title of Workshop/Seminar	Name of the Dept.	Date(s)
Workshop on Implementation of Agile Technology	Electrical Engineering, Computer Science and Mechanical Engineering	09.03.2019
Workshop on ABS Technology with Fault Diagnosis	Electrical Engineering	02.02.2019
Invited Talk On System Engineering Design Mr. Amit Kumar Mishra	Electrical Engineering	11.01.2019
M.S. Project and Primavera	Civil Engineering	27.07.18
Total Station	Civil Engineering	08.08.18
GIS System	Civil Engineering	08.02.19
Support Reaction	Civil Engineering	11.03.19
Recent Trends in Java Technology and Advancements in Python & Android	Computer Science and Engineering	02.02.2019
Tips and Tricks on C	Computer Science and Engineering	15.02.2019
Women Rock-IT	Computer Science and Engineering	17.04.2019
One Day Workshop on Python	Computer Science and Engineering	28.07.2018
Two Days workshop on Oracle	Computer Science and Engineering	10.09.2018 – 11.09.2018
Recent Advancements in Mechanical Engineering	Mechanical Engineering	28.07.2018
Waste-O-Craft	Mechanical Engineering	09.02.2019
Workshop on ABS Technology with Fault Diagnosis	Mechanical Engineering	02.02.2019

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

Title of the innovation	Name of the Awardee	Awarding Agency	Date of Award	Category
Stress Analysis of Boarding Scholars	Prof. Amitav Saran	Trident Group of Institutions	17.02.2019	State Level
	Mr. Abinash Moharana			
	Mr. Snehil Kumar			
	Ms. Sanghamitra Swain			
	Mr. Rakesh Ranjan			

	Panda					
	Mr. Rajat Mohanty					
3.2.3 No. of Incubation centre created, start-ups incubated on campus during the year						
Incubation Centre	Name			Sponsored by		
N/A						
Name of the Start-up						
Nature of Start-up			Date of commencement			
N/A						
<ul style="list-style-type: none"> • Entrepreneurship Development cell has been established to develop global entrepreneurial mindset citizen sensitive to professional and human values for students. • To facilitate networking and establish collaborations for undertaking multi-disciplinary and interdisciplinary research, E-cell regularly invites eminent experts for promoting entrepreneurship amongst students. • E-cell conducted three entrepreneurship awareness camp (EAC) in association with EDII, Ahmadabad. 						
3.3 Research Publications and Awards						
3.3.1 Incentive to the teachers who receive recognition/awards						
State		National			International	
N/A						
3.3.2 Ph. Ds awarded during the year (<i>applicable for PG College, Research Center</i>)						
Name of the Department			No. of Ph. Ds Awarded			
N/A			N/A			
3.3.3 Research Publications in the Journals notified on UGC website during the year						
	Department	No. of Publication		Average Impact Factor, if any		
National	N/A	N/A		N/A		
International	Mechanical Engineering	03		2.1		
	Basic Science and Humanities	01		6.8		
3.3.4 Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year						
Department			No. of publication			
Mechanical Engineering			04			
Basic Science and Humanities			01			
3.3.5 Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or Pub Med/ Indian Citation Index						
Title of the paper	Name of the author	Title of the journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citations
N/A	N/A	N/A	N/A	N/A	N/A	N/A
3.3.6 h-index of the Institutional Publications during the year. (based on Scopus/ Web of science): NIL						
Title of the paper	Name of the author	Title of the journal	Year of publication	h-index	Number of citations excluding self citations	Institutional affiliation as mentioned in the publication

N/A				
3.3.7 Faculty participation in Seminars/Conferences and Symposia during the year :				
No. of Faculty	International level	National level	State level	Local level
Attended Seminars/ Workshops	03	20	00	00
Presented papers	04	00	00	00
Resource Persons	00	00	00	00
3.4 Extension Activities				
3.4.1 Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year				
Title of the Activities	Organising unit/ agency/ collaborating agency	Number of teachers co-ordinated such activities	Number of students participated in such activities	
Blood Donation Camp	Youth Red Cross	08	113	
Plantation	RITE Social Service Wing (Young Tarang)	15	125	
3.4.2 Awards and recognition received for extension activities from Government and other recognized bodies during the year				
Name of the Activity	Award/recognition	Awarding bodies	No. of Students benefited	
Entrepreneurship Awareness Camp (EAC)	A funding of Rs. 60,000/-	Entrepreneurship Development Institute of India	217	
3.4.3 Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year				
Name of the scheme	Organising unit/ agency/ collaborating agency	Name of the activity	Number of teachers coordinated such activities	Number of students participated in such activities
Swachh Bharat	Young Tarang (RITE)	Swachh Bharat Abhiyan	05	84
3.5 Collaborations				
3.5.1 Number of Collaborative activities for research, faculty exchange, student exchange during the year				
Nature of Activity	Participant	Source of financial support	Duration	
N/A				
3.5.2 Linkages with institutions/industries for internship, on-the-job training, project work, sharing of research facilities etc. during the year				
Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration (From-To)	Participant
Internship	Summer Internship	SKYY Rider Automotive Pvt. Ltd., Bhubaneswar	May-June 2019	11

Internship	Summer Internship	CTTC, Bhubaneswar	May-June 2019	61
Internship	Summer Internship	LIT, Bhubaneswar	May-June 2019	22
Internship	Summer Internship	SILAN Technology, Bhubaneswar	May-June 2019	13
Internship	Summer Internship	Tech Kalinga Consulting Pvt. Ltd., Bhubaneswar	May-June 2019	14
Internship	Summer Internship	Ray Research and Consulting Pvt. Ltd., Bhubaneswar	May-June 2019	11
Internship	Summer Internship	EMTRONICS Technology Pvt. Ltd., Bhubaneswar	May-June 2019	12
Internship	Summer Internship	Balimela Power Grid, Malkangiri	May-June 2019	06
Internship	Summer Internship	S. N. Consultancy, Bhubaneswar	May-June 2019	17

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

Organisation	Date of MoU signed	Purpose and Activities	Number of students/teachers participated under MoUs
N/A			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
166 Lakh	165.10 Lakh

4.1.2 Details of augmentation in infrastructure facilities during the year

Facilities	Existing	Newly added
Campus area	32334sq.mts	1068 sq.mts
Class rooms	16	-
Laboratories	45	02
Seminar Halls	01	-
Classrooms with LCD facilities	04	01
Classrooms with Wi-Fi/ LAN	04	01
Seminar halls with ICT facilities	01	-
Video Centre	01	-
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	15	5
Value of the equipment purchased during the year (Rs. in Lakhs)	170.06	4.99
Others	3332.52	160.12

4.2 Library as a Learning Resource

4.2.1 Library is automated {Integrated Library Management System -ILMS }

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
Koha	Fully	3.16	2014

4.2.1 Library Services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	11704	3,982778	615	84,195	12092	4,066973
Reference Books	227	1,14922.70	00	00	227	1,14922.70
e-Books	173	00	00	00	00	00
Journals	28	49,740	05	16,700	33	66,440
e-Journals	354	00	00	00	00	00
Digital Database	00	00	00	00	00	00
CD & Video	930	00	00	00	00	00
Library automation	01	107060	01	16520	1	123580
Weeding (Hard & Soft)	00	00	00	00	00	00
Others (specify) (DELNET Membership)	1	108500	01	11500	01	120000

4.3 IT Infrastructure									
4.3.1 Technology Upgradation (overall)									
	Total Computer s	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Available band width (MGBPS)	Others
Existing	202	07	4 Mbps	01	01	04	07	4 Mbps	
Added	36	00	----	00	00	00	00	----	
Total	238	07	4 Mbps	01	01	04	07	4 Mbps	
4.3.2 Bandwidth available of internet connection in the Institution (Leased line)									
4 MBPS									
4.3.3 Facility for e-content									
Name of the e-content development facility					Provide the link of the videos and media centre and recording facility				
BPUT Model Question and Answers					https://drive.google.com/drive/folders/0B5GwwaheY2iHNVg3VkJVVjN1YXM				
DELNET					www.delnet.nic.in				
4.3.4 E-content developed by teachers such as: e-PG-Pathshala, CEC (under e-PG-Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc									
Name of the teacher		Name of the module			Platform on which module is developed		Date of launching e – content		
N/A									

4.4 Maintenance of Campus Infrastructure			
4.4.1 Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year			
Assigned budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
30 Lakh	29.55 Lakh	16 Lakh	15.14 Lakh
4.4.2 Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (<i>maximum 500 words</i>) (information to be available in institutional Website, provide link)			
<p>Institute makes budgetary provision under different heads for maintaining and utilizing the campus infrastructure facilities. Institute development committee assigned enough funds for maintenance and repairing. The allocated funds are utilized under the observation of various monitoring committees such as Purchase committee, Repair and maintenance committee, Sports Committee, Library committee, Laboratory Maintenance Committee, Students Feedback committee etc. of the college.</p> <p>To maintain and upkeep the infrastructure Institute facilities and equipments, following activities are undertaken by college:-</p> <ul style="list-style-type: none"> • There is Stock Maintenance Committee in every department, who maintains the stock register by physically verifying the items round the year. • Department wise annual stock verification is done by concerned Head of the Department. • Regular maintenance of Computer Laboratory equipments is done by Laboratory Assistant along with Laboratory attendant and they are headed by Lab Maintenance Committee Convener. 			

- Overall development of campus is done by Campus Discipline and Cleanliness Committee of the college.
- Regular cleaning of water tanks, proper garbage disposal, pest control, landscaping and maintenance of lawns is done by Institute Fourth Class Employees.
- College campus maintenance is monitored through regular inspection.
- Upkeep all facilities and cleanliness of environment in men's and women's hostel is maintained through Hostel monitoring committee.
- Network and System Administrator does the maintenance and repairing of IT infrastructure such as computers, internet facilities including Wi-Fi and broadband. Updating of software is done by lab assistants.
- In-house work forces are engaged for the maintenance of wooden, furniture, electrification, and plumbing.
- Regular maintenance of the water cooler and water purifier is done by outsourcing agent.
- The maintenance of the reading room and stock verification of library books is done regularly by library staff.
- The URL for Institutional Website: <http://riteindia.in/>

CRITERION V - STUDENT SUPPORT AND PROGRESSION

5.1 Student Support

5.1.1 Scholarships and Financial Support

	Name /Title of the scheme	Number of students	Amount in Rupees
Financial support from institution	Institute Scholarship for meritorious students	15	9,75,000
Financial support from other sources			
a) National	Prerana, Medhabruti etc.	220	Rs. 1.6 Cr. (Approx.)
b) International	N/A	N/A	N/A

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

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Yoga	21 st June 2019	56	Patanjali Yoga Centre
Meditation	Every even semester	120	RITE and Patanjali Yoga Centre
Soft Skill Classes	Every Odd and Even semester	442	RITE and Outsource faculty members
Bridge Class	Every Odd semester (For 1 st semester and 3 rd Semester students)	255	RITE Faculty members
Remedial Classes	Every Odd and Even semester	78	RITE Faculty members

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

Year	Name of the scheme	Number of benefited students by Guidance for Competitive	Number of benefited students by Career Counselling	Number of students who have passed in the competitive	Number of students placed

		examination	activities	exam	
2018-19	Career Counselling	86	96	06	61

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

Total grievances received	No. of grievances redressed	Average number of days for grievance redressal
01	01	01

5.2 Student Progression

5.2.1 Details of campus placement during the year

On campus			Off Campus		
Name of Organizations Visited	Number of Students Participated	Number of Students Placed	Name of Organizations Visited	Number of Students Participated	Number of Students Placed
Lifelong India Ltd, Delhi	30	03	Soft System Consultancies Pvt Ltd , Nagpur	15	00
Pashupati Ispat Pvt. Ltd.	26	05	Tata Consultancy Services	03	01
LanSoft Inc.	32	03	Suyog Computech Pvt. Ltd.	15	00
Rolex Rings Pvt. Ltd.	24	05	Mindtree Ltd.	03	01
Supreme Industries Ltd.	36	12	Shiftu Technologies Pvt. Ltd.	12	04
Orisol Power	12	03	Asahi India Glass Ltd.	04	00
Gupta Power Infrastructure Ltd.	32	05	BYJU'S Limited	20	00
Innomethods	17	00	Tech Mahindra	15	00
GPIL (EPC Division)	24	05	Artech Infosytems	02	00
Kunj Alloys Pvt. Ltd.	12	02	Sanjeev Auto (P) Ltd.	18	05
Nemhens Solutions Ltd.	12	03	CSM Technologies (P) Ltd.	12	00
-	-	-	Faurecia Automative Ltd.	12	02
-	-	-	Spark Minda Ltd.	12	02

5.2.2 Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of Programme admitted to
2019	06	B.Tech	Mechanical Engineering, Civil Engineering	CET, Bhubaneswar MITM, Bhubaneswar	M.Tech, MBA

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

Items	No. of Students selected/qualifying	Registration number/roll number for the exam
NET	-	-
SET	-	-
SLET	-	-
GATE	-	-
GMAT	-	-
CAT	-	-
GRE	-	-
TOFEL	-	-
Civil Services	-	-
State Government Services	-	-
Any Other	-	-

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

Activity	Level	Participants
Sports	Inter College	194
Sports	Intra College	57
Cultural Activity	Intra College	118

5.3 Student Participation and Activities

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

Year	Name of the award/medal	National/International	Sports	Cultural	Student ID number	Name of the student
N/A						

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

We at RITE are firm believer that Overall growth of students is possible only when we give student a platform to express themselves in their areas of interest other than academic front. We have total 4 societies/ clubs run and managed by Student's coordinator and overall coordination is done by Cultural Committee of the College.

Various Societies are namely:

- Young Tarang (The students club)
- RITE Rhythm (The cultural club)
- RITE Wizards (The coding club)
- RITE Rovers (The sports club)

5.3 Alumni Engagement

5.3.1 Whether the institution has registered Alumni Association? Yes/No, if yes give details (maximum 500 words):

<p>We have presently 300 Alumni enrolled in RITE Alumni Association from different Programmes. We conduct yearly Alumni get together, which witnesses a huge participation of Alumni's. Generally, Alumni Meet is organized once a year. Our current batch of students and faculty come together to organize a huge welcome and interaction session for RITE Alumni's. As a part of welcome ceremony various societies of RITE present their Programmes in the form of dance, drama, discussion and portray how new students have taken up the responsibility to become the face of RITE. After the welcome ceremony, college management and Principal interact with Alumni. Then some of the Alumni share their success stories and discuss about the measures required to take RITE to greater heights. All faculty members participate in the gathering to appreciate the progress and success of their students in the 21st century world and feel proud of the various positions achieved by their students in reputed organizations.</p>
<p>5.3.2 No. of registered enrolled Alumni:</p>
<p>Approximate 300</p>
<p>5.3.3 Alumni contribution during the year (in Rupees) :</p>
<p>Nil</p>
<p>5.3.4 Meetings/activities organized by Alumni Association :</p>
<p>Alumni meet was successfully organized on Aug 2018. More than 70 Alumni participated in the meet and college students presented a cultural programme for the Alumni. Alumni were also invited to share their experiences and give feedback to the institute for quality improvement.</p>
<p>CRITERION VI –GOVERNANCE, LEADERSHIP AND MANAGEMENT</p>
<p>6.1 Institutional Vision and Leadership</p>
<p>6.1.1 Mention two practices of decentralization and participative management during the last year (maximum 500 words)</p>
<ul style="list-style-type: none"> • We at RITE have decentralized style of working. • We have open door policy, where anyone can talk to Principal, Director or Management by taking permission. • For participative management, the Principal, HODs, Faculty and student representatives form the core part of the IQAC team. • We have flexibility at departmental level also as class coordinator or faculty members can suggest and implement curriculum enrichment and enhancement. Faculty members prepare their subject notes and Lecture plan, which are upgraded every semester. Subject notes prepared by faculty are available at the college website for reference. • Every department prepares a roadmap for the upcoming semester in terms of infrastructural and academic growth. Departmental budget is prepared by taking suggestions from Head of Department, Class Coordinator and faculty representative.
<p>6.1.2 Does the institution have a Management Information System (MIS)? Yes/No/Partial: No</p>
<p>6.2 Strategy Development and Deployment</p>
<p>6.2.1 Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):</p>
<p>❖ Curriculum Development- Development at University level: Radhakrishna Institute of Technology and Engineering is affiliated to Biju Patnaik University of Technology, Rourkela and follows the curriculum and syllabus prescribed by the University for all its courses. Affiliated Institutions are not allowed to design their own curriculum. Rather, after every 5 to 6 years, University revises their syllabus.</p>
<p>❖ Teaching and Learning: At Radhakrishna Institute of Technology and Engineering we follow a holistic approach for growth and development of students, our teaching and learning methodology includes brainstorming, presentations, quizzes, inquiry learning, hands on activities, case studies etc.</p> <ul style="list-style-type: none"> • We provide adequate infrastructural facilities for teaching learning.

- We have well qualified and experienced faculty members.
- We provide Computer Laboratories with latest configuration hardware and software.
- We have concept of mentoring to provide special care for students who are considered as slow learners. Each faculty mentor has a group of 12-20 students whose overall growth and development are continuously monitored to faculty and their problems are discussed.
- We at RITE believes that Education is a never-ending process, hence we motivate our faculty members to join Orientation Programme, Refreshers Courses, Workshops and FDPs to upgrade their skills and constantly be in the process of learning so that they can percolate the benefits of their updated knowledge and skills to students.
- We motivate our faculty members to pursue higher studies.
- We aspire to be abreast with the latest innovations and technological developments, so we encourage our faculty members to use innovative teaching methodologies.
- RITE provides facility for students to use internet as a resource in their studies.
- At RITE we have centralized Library where student can utilize online resources for their knowledge building.
- RITE has huge library with over twelve thousand titles and various journals, magazines, newspapers etc. all available for students.
- We take special care for students with special needs by providing remedial and doubt clearing classes beyond the regular college duration.

❖ Examination and Evaluation:

As per University rules, there are two internal examinations to be conducted in a semester by the institution and at the end of semester End Semester Examination is conducted by University, which is a centralized process managed by University.

We at RITE follows a disciplined strategy for evaluating our students, which includes

- Continuous evaluation is done through class tests, assignments, surprise test, quiz and presentations.
- For sessional evaluation: Students are evaluated per laboratory basis on the same day at the end of the experiment/ sessional job.

❖ Research and Development:

All the departments of the institute have access to well-equipped computer laboratories with adequate infrastructural facilities to carry out the research projects.

- For promoting research RITE has subscription for various online research journals and libraries through DELNET to provide latest resources for the faculty members.
- The Institute Central library facilitates research-oriented books, journals & E-journals for research reference.
- The institute has internet facilities for the fast access to online resources.
- The faculty members are encouraged to publish their research contributions in various National & International Journals and conferences.
- The institute motivates the faculty members to attend research-oriented seminars/workshops/conferences, etc., by providing special duty leave.
- The Institute encourages faculty members to pursue Ph.D. Programmes in reputed universities.
- The institute supports the researchers by providing high end computing facility with necessary software and with modern equipments.

❖ Library, ICT and Physical Infrastructure / Instrumentation:

The library materials via Web- OPAC & library has also subscribed for online databases that can be browsed from 9 AM to 5 PM.

- Each terminal is having internet facility.
- Library is having reprographic facility within the institute's campus.
- For security of library materials, we are having fire extinguishers within the library.
- Library is having computers for students & faculty members.
- Detailed list of currently subscribed journals is also uploaded on library website (printed & online). Library is having computer terminals for searching content online. Besides this regular e-mail has

<p>been sent to faculty to upgrade them with the latest information of library.</p> <ul style="list-style-type: none"> • CD Collection: Library also maintains the CD's received along with the books. The users can get them issued. 				
<p>❖ Human Resource Management: We strictly believe in the motto of team building and collective decision making.</p> <ul style="list-style-type: none"> • The Institute organizes various orientation and enrichment Programmes for both teaching and non-teaching staff members for upgrading their skills in the latest technology. • Salary, pay-scale and increments are given to staff members as per the norms which lead to employee satisfaction. • Institute grants Casual, On Duty and Special Leave to its faculty members. It also provides Maternity Leave according to norms to its female members. • RITE provides Special Duty Leave for pursuing higher studies, attending enrichment courses/seminars/conferences/workshops. • The faculty and staff members are entitled to avail summer vacations. • RITE has Biometric, CCTV facility which is used for human resource management. 				
<p>❖ Industry Interaction / Collaboration: Efforts are made to build and maintain excellent rapport with the Top Management of various Organizations and Industries and forge collaborative Industry, Academia alliances. This provides a unique and rare opportunity provided to students to learn the theoretical concepts practically. Institute is in process of initiating Memoranda of Understanding with major companies, where the component of learning that focuses on the application of theory in an authentic industrial context. Some of the major companies which visited the campus in the last academic session are:</p> <ul style="list-style-type: none"> • Lifelong India Ltd, Delhi. • Lance Soft Inc. • Rolex Rings Pvt Ltd • Supreme Industries Ltd • Orisol Power • Gupta Power Infrastructure Ltd • Innomethods • GPIL (EPC Division) • Kunj Alloys Pvt Ltd • Nemhans Solutions Ltd 				
<p>❖ Admission of Students: RITE is an affiliate College of Biju Patnaik University of Technology, Rourkela. The admission is done through JEE (Main) Entrance and the Entrance Examination conducted by University and based on their online admission procedure, students are admitted to Colleges based on their preferences and ranks.</p>				
6.2.2 : Implementation of e-governance in areas of operations:				
❖ Planning and Development				
❖ Administration				
❖ Finance and Accounts				
❖ Student Admission and Support: RITE provides updated information related to Student Admission process and help.				
❖ Examination				
6.3 Faculty Empowerment Strategies				
6.3.1 Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year				
Year	Name of teacher	Name of conference/ workshop attended for which financial support	Name of the professional body for which membership fee is provided	Amount of support

		provided			
N/A					
6.3.2 Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year					
Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	Dates (from-to)	No. of participants (Teaching staff)	No. of participants (Non-teaching staff)
2018	Laboratory and Workshop Management Issues	Laboratory and Workshop Management Issues	09 th April-13 th April 2018	32	05
2018	Instructional Planning	Instructional Planning	18 th June-22 nd June 2018	32	05
2018	Problem Based Learning	Problem Based Learning	25 th June-29 th June 2018	35	05
2018	Arc Welding Processes & Physics of Welding	Arc Welding Processes & Physics of Welding	06 th August-10 th August 2018	07	01

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

Title of the professional development programme	Number of teachers who attended	Date and Duration (from – to)
AICTE Sponsored FDP on “Orientation Programme”	02	6 th July 2019 to 8 th July 2019
STTP on “Laboratory and Workshop Management Issues”	32	09 th April-13 th April 2018
STTP on “Instructional Planning”	32	18 th June-22 nd June 2018
STTP on “Problem Based Learning”	35	25 th June-29 th June 2018
STTP on “Arc Welding Processes & Physics of Welding”	07	06 th August-10 th August 2018
STTP on “Thesis and Research Paper Writing”	13	24 th June-28 th June 2019

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

Teaching		Non-teaching	
Permanent	Fulltime	Permanent	Fulltime/temporary
35	35	37	37

6.3.5 Welfare schemes for

Teaching	<ul style="list-style-type: none"> • 12 Casual Leave per year and the institute gives Special Duty Leave to present research article at the conferences and to attend STTP, Seminar, Workshop, FDP etc. • Institute organizes workshops, FDPs, seminars and conferences. • Subsidized in campus meals are also provided in the central canteen. • Maternity Leave is provided.
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Non teaching	<ul style="list-style-type: none"> • 12 Casual Leave per year. • EPF • Institute organizes training sessions for value additions. • Subsidized in campus meals are also provided in the central canteen. • Maternity Leave is provided.
Students	<ul style="list-style-type: none"> • Medals and cash prizes are awarded to merit holders in sports and academics. • Industrial trips are organized and several workshops, training sessions are conducted for their overall improvement. • In campus hostel facility with quality housing and meal is provided to students. • Regular interaction with parents is done to ensure a coordinated effort for the welfare of the students.

6.4 Financial Management and Resource Mobilization

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

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

Name of the non government funding agencies/ individuals	Funds/ Grants received in Rs.	Purpose
N/A	N/A	N/A

6.4.2 Total corpus fund generated: NIL

6.5 Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	BPUT	Yes	IQQAC
Administrative	Yes	BPUT	Yes	IQAC

6.5.2 Activities and support from the Parent – Teacher Association (at least three)

- Parent Teacher Meetings are held on regular basis.
- Parents are cordially invited for Orientation Programme of their wards on their first Day of College every year.
- We conduct regular meetings and telephonic contact with the parents on monthly basis after attendance. Feedback from parents is given due consideration.
- Parents are always invited for Appreciation Ceremony of Meritorious Students on Annual function.

6.5.3 Development programmes for support staff (at least three)

- Workshop on work- Life balance and Stress Management.
- Workshop on Stress Management.
- Workshop on memory enhancement techniques.

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

6.5.5

- a. Submission of Data for AISHE portal : (Yes /No) **Yes**
b. Participation in NIRF : (Yes /No) **No**
c. ISO Certification : (Yes /No) **No**
d. NBA or any other quality audit : (Yes /No) **No**

6.5.6 Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting activity	Duration (from----to-- ----)	Number of participants
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2018-19	Academic Calendar for the session was more holistic in approach.	Every Semester	2018-19	Prepared by HODs and implemented by all the department staff members
2018-19	Corporate Outreach Programs initiated to bridge the skill gap.	Every Semester	2018-19	For First year newly admitted students
2018-19	Institutional Social Responsibility activities were given due importance.	Every Semester	2018-19	All staff members and students
2018-19	Academic autonomy was ensured through systematic check points.	Every Semester	2018-19	By IQAC Members
2018-19	Faculty Development Programs were organized to ensure the continuous learning for teachers.	Every Semester	2018-19	All Faculty members

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period (from-to)	Participants	
		Female	Male
Women Rock-IT	17-04-2019	75	-

7.1.2 Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:
Percentage of power requirement of the College met by the renewable energy sources

The institute makes every effort to integrate cross cutting issues as Gender, Climate Change, Environmental Education, Human Rights, ICT etc., into the curriculum as course beyond the syllabus. The Institute provides various means to educate or aware the students on Climate Change and Environmental Education. Institute has dedicated environmental society (Young Tarang) that organizes many events and aims at promoting and increasing environmental consciousness, awareness and responsibility amongst the Institute youth and the populace. Every year a plantation drive is done in the campus having a special budget/sponsorship for the event. Dustbins are installed at various positions and cleanliness is maintained. Conscious efforts are made to switch off lights and fans when not in use, to save energy. The institute has installed solar panels for supplementing the need of power supply. Cleanliness drive is organized to create awareness and motivation among students to keep the environment clean.

7.1.3 Differently abled (Divyangjan) friendliness

Items Facilities	Yes/No	No. of Beneficiaries
Physical facilities	Yes	Many
Provision for lift	Yes	Many
Ramp/ Rails	Yes	Many
Braille Software/facilities	No	-
Rest Rooms	Yes	Many
Scribes for examination	As per BPUT norms	-

Special skill development for differently abled students	No	-
Any other similar facility	Yes	Many

7.1.4 Inclusion and Situatedness

Enlist most important initiatives taken to address locational advantages and disadvantages during the year

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date and duration of the initiative	Name of the initiative	Issues addressed	Number of participating students and staff
N/A						

7.1.5 Human Values and Professional Ethics

Code of conduct (handbooks) for various stakeholders

Title	Date of Publication	Follow up (maximum 100 words each)
N/A		

7.1.6 Activities conducted for promotion of universal Values and Ethics

Activity	Duration (from-----to-----)	Number of participants
Universal Human Values and Professional Ethics	28 th January 2019	37

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

The campus has green landscaping of plants and trees

- Swachh Bharat Abhiyan -Poster Making Competition.
- Plantation Drive.
- No Plastic Campus.
- Green landscaping with trees and plants.
- Awareness about deforestation.

7.2 Best Practices

Describe at least two institutional best practices

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution (Website link: <http://riteindia.in/naac/>)

BEST PRACTICE- I

Title of the Practice: Keeping faculty abreast with contemporary areas of the discipline so as to impart quality education.

Goal Aims and Objectives: The Institute organizes Faculty Development Programs (FDP's), seminars, workshops etc. for enhancing and upgrading knowledge of faculty members. Such practices have deep impact on quality enhancement and overall development of faculty as well as students. It positively impacts the academic functioning of the Institute and facilitates the role of teacher as educators and mentors. The Institution conducts the FDP's/seminars/workshops/Guest Lectures with the following objectives:

- To upgrade their knowledge and skills.
- To improve their effectiveness as teachers and mentors.
- To promote research works in their field of specialize.
- To inculcate values and ethics.
- To bring innovation and creativity in teaching-learning process.
- To develop sensitization towards environment and other social issues

Various programs to enhance knowledge of faculty are conducted on timely basis in RITE. These includes

FDP's/seminars/workshops, interactive sessions and motivational lectures from eminent persons on topics related to research, advancement of technology, interpersonal communication, values and ethics etc. These talks acquaints the teachers with best practices across the world, helps in developing right research attitude, building professional ethics and becoming an effective teacher.

BEST PRACTICE- II

Title of the Practice: Pedagogy addressing outcome based education and heterogeneity of intellectual evolution.

Objectives of the Practice : The objectives/intended outcomes of this best practice are:

- To facilitate effective teaching learning process in all the courses.
- To accomplish holistic growth of students and enhance their learning experiences and outcomes.

To ensure effective teaching learning, students are actively involved in the teaching learning process through student centre innovative pedagogies such as inquiry approach, constructive strategies, project learning, brainstorming sessions, ICT based learning and presentations. Monthly attendance of the students is intimated to the students and their parents. Each department submits an annual report on the activities comprising academic activities, research and extension activities. Innovations in teaching/learning, publications, staff and student achievements, extra and co- curricular activities are also highlighted in the report. Annual reports of various departments are consolidated at the Director's office, which further goes to the Governing Body. To ensure quality sustenance and enhancement, the Institute periodically conducts the performance audit of the departments (by Internal Quality Assurance Cell) which includes review of Teaching – learning methodologies, result analysis, research output, Faculty Development Programs attended/conducted and Extension activities, Co-curricular and extra-curricular activities conducted during the year.

7.3 Institutional Distinctiveness

Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust (Web link: <http://riteindia.in/naac/>) of the institution in not more than 500 words

Institute Vision: *RITE seeks to be a center of higher education that can provide the best learning experience, the most productive learning community, and the most creative learning environment in Engineering Education and to be recognized as one of the best engineering college in India.*

Futuristic Technical Education: The institute is dedicated to provide ample opportunity to students to learn the theoretical concepts practically. The institute follows the under given process:

1. Teaching Learning Process: The institution has an effective conjunction among teaching, research and extension. Academic as well industrial collaboration with reputed organizations across the globe is at priority for the institute which assist the institute's strength to fulfil the vision of establishing itself as excellence by imparting futuristic technologies that develops and applies knowledge to all the students by experiential learning.
2. Extension Activities Awareness programme such as talks, seminars and workshops related to the patriotism, Engineers Day, Swatch Bharat etc. under extension Activities and Outreach Programmes are focused on the integral formation of the student. Training and Workshops on Transferable Skills help the students to serve the society better. Strive for truth and Service We provide quality education to our students. Integrity and transparency are reflected in all the endeavours of the institution; from the Admission process up to the conformant of Degree/Placement and even beyond. The institution stands for humanity, for tolerance, for reason, for the adventure of ideas and for the search for truth. For this we create an environment that fosters teamwork, cooperation and mutual support. The Institution believes in the policy of inclusion and promotes the Nation building qualities of equality, justice and fraternity.
3. Value Education classes Once a week for students of all year are held for all students throughout the year to enable students to discern and make informed choices for life. Soft skills also form part of these classes.
4. Self-Evaluation and Continual Renewal The Institution follows a multi-level evaluation process to support a continual renewal such as:-
 - a. Self-Appraisal by Teaching and Administrative Staff.
 - b. Peer Evaluation Process of Student Evaluation.

- c. Academic Audit.
- d. Stakeholders Feedback.
- e. Management Appraisal.

8. Future Plans of action for next academic year (500 words)

- To initiate new Techniques in developing the students to face modern methods of Personality Tests and Interviews.
- To Organize State / National level Conferences, Paper Presentations & project competition.
- To start MBA Courses in the institute, and carrying out activities for the development of Faculty.
- To Organize various short term courses, workshops, seminars from experts under various Departments.
- To organize various guest lecturers on current Topics and Emerging Trends, so as to prepare the Students as Entrepreneurs and Professionals for the Global Market.
- To improve placement ratio.
- To contribute to the growth of the Institution as an eminent Resource Centre for providing True Professional and thus meet the expectations of the Industries.
- To increase the number MOUs with industries.

Name _____

Name _____

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

Abbreviations:

CAS	-	Career Advancement Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution

For Communication with NAAC

The Director

National Assessment and Accreditation Council (NAAC)

(An Autonomous Institution of the University Grants Commission)

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RADHAKRISHNA INSTITUTE OF TECHNOLOGY AND ENGINEERING (RITE)

ICCO Plot No. 1, Khurda Industrial Estate, Barunei, Bhubaneswar – 752057

(AICTE approved, NAAC Accredited, BPUT Affiliated)

ACADEMIC CALENDER FOR SESSION 2018-2019

B.TECH

ODD Semester Activities	1st		3rd		5th		7th	
Starting Date of instruction	01-08-2018		01-08-2018		02-07-2018		02-07-2018	
Registration without fine	01-08-2018	21-08-2018	01-08-2018	09-08-2018	02-07-2018	09-07-2018	02-07-2018	09-07-2018
Registration (Fine of ` 500 / -)	NA		10-08-2018	18-08-2018	11-07-2018	18-07-2018	11-07-2018	18-07-2018
Registration (Fine of ` 1,000 / -)	NA		19-08-2018	26-08-2018	19-07-2018	26-07-2018	19-07-2018	26-07-2018
Backlog Registration	NA		14-09-2018	19-09-2018	14-08-2018	19-08-2018	14-08-2018	19-08-2018
Class Test - I	20-09-2018	28-09-2018	20-09-2018	26-09-2018	21-08-2018	27-08-2018	21-08-2018	27-08-2018
Display of Internal marks	06-10-2018	07-10-2018	04-10-2018	05-10-2018	04-09-2018	05-09-2018	04-09-2018	05-09-2018
On-line sending of marks	09-10-2018	13-10-2018	06-10-2018	11-10-2018	07-09-2018	12-09-2018	07-09-2018	12-09-2018
Class Test - II	09-11-2018	16-11-2018	09-11-2018	15-11-2018	09-10-2018	13-10-2018	09-10-2018	13-10-2018
Display of Internal marks	17-11-2018	19-11-2018	16-11-2018	17-11-2018	25-10-2018	26-10-2018	25-10-2018	26-10-2018
Closing date of instruction	07-12-2018		07-12-2018		01-11-2018		01-11-2018	
On-line sending of marks	08-12-2018	10-12-2018	08-12-2018	10-12-2018	02-11-2018	05-11-2018	02-11-2018	05-11-2018
End Semester Examinations	12-12-2018	24-12-2018	12-12-2018	24-12-2018	06-11-2018	24-11-2018	06-11-2018	24-11-2018
Semester Break	25-12-2018	01-01-2019	25-12-2018	04-01-2019	25-11-2018	05-12-2018	25-11-2018	05-12-2018
Sports Meet	26-12-2018	28-12-2018	26-12-2018	28-12-2018	26-12-2018	28-12-2018	26-12-2018	28-12-2018
Publication of Results	07-02-2019		22-02-2019		23-01-2019		13-01-2019	

Even Semester Activities	2nd		4th		6th		8th	
Commencement of Classes	12/1/2019	12/1/2019	12/1/2019	12/1/2019	12/1/2019	12/1/2019	20/12/2018	20/12/2018
Starting Date of instruction	12/1/2019		12/1/2019		12/1/2019		20/12/2018	
Registration without fine	1/2/2019	7/2/2019	1/2/2019	7/2/2019	1/2/2019	7/2/2019	1/2/2019	7/2/2019
Registration (Fine of ` 500 / -)	8/2/2019	15/2/2019	8/2/2019	15/2/2019	8/2/2019	15/2/2019	8/2/2019	15/2/2019
Registration (Fine of ` 1,000 / -)	16/2/2019	23/2/2019	16/2/2019	23/2/2019	16/2/2019	23/2/2019	16/2/2019	23/2/2019
consolidated resubmission document with fee in university	25/2/2019	3/3/2019	25/2/2019	3/3/2019	25/2/2019	3/3/2019	25/2/2019	3/3/2019
Backlog Registration	16/2/2019	23/2/2019	16/2/2019	23/2/2019	16/2/2019	23/2/2019	16/2/2019	23/2/2019
Class Test - I	25/2/2019	27/2/2019	25/2/2019	27/2/2019	25/2/2019	27/2/2019	12/2/2019	14/2/2019
Display of Internal marks	7/3/2019	9/3/2019	7/3/2019	9/3/2019	7/3/2019	9/3/2019	23/2/2019	25/2/2019
On-line sending of marks	11/3/2019	12/3/2019	11/3/2019	12/3/2019	11/3/2019	12/3/2019	1/3/2019	2/3/2019
Class Test - II	1/4/2019	3/4/2019	1/4/2019	3/4/2019	1/4/2019	3/4/2019	4/3/2019	6/3/2019
Display of Internal marks	8/4/2019	9/4/2019	8/4/2019	9/4/2019	8/4/2019	9/4/2019	11/3/2019	13/3/2019
Closing date of instruction	15/4/2019		15/4/2019		15/4/2019		23/3/2019	
On-line sending of marks	16/4/2019	17/4/2019	16/4/2019	17/4/2019	16/4/2019	17/4/2019	19/3/2019	21/3/2019
End Semester Examinations	24/4/2019	8/5/2019	28/4/2019	9/5/2019	28/4/2019	9/5/2019	25/3/2019	5/4/2019
Semester Break	11/5/2019	30/6/2019	10/5/2019	30/6/2019	11/5/2019	30/6/2019	6/4/2019	30/6/2019
Publication of Results	25/7/2019		25/7/2019		25/7/2019		25/6/2019	

Principal
RITE, Bhubaneswar