



YEARLY STATUS REPORT - 2023-2024

Part A

Data of the Institution

1.Name of the Institution	Hyderabad Institute of Technology and Management
• Name of the Head of the institution	Siddapuram Arvind
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	9573714385
• Mobile No:	7017733070
• Registered e-mail	principal@hitam.org
• Alternate e-mail	associate.deanaccreditation@hitam.org
• Address	Gowdavelli village, Malkajgiri District
• City/Town	Hyderabad
• State/UT	Telangana
• Pin Code	501401

2.Institutional status

• Affiliated / Constitution Colleges	Autonomous
• Type of Institution	Co-education
• Location	Rural

• Financial Status	Self-financing				
• Name of the Affiliating University	Jawaharlal Nehru Technological University, Hyderabad				
• Name of the IQAC Coordinator	Surendra Bandi				
• Phone No.	9948932336				
• Alternate phone No.	9248711151				
• Mobile	9948932336				
• IQAC e-mail address	surendra.mca@hitam.org				
• Alternate e-mail address	associate.deanaccreditation@hitam.org				
3. Website address (Web link of the AQAR (Previous Academic Year)	https://hitam.org/aqar/				
4. Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://hitam.org/Accreditations/				
5. Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	A+	3.36	2021	06/01/2021	06/01/2026
6. Date of Establishment of IQAC		24/12/2015			
7. Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Institutional 1	AICTE Ministry of Education	AICTE	2023	300000	
8. Whether composition of IQAC as per latest NAAC guidelines		Yes			

<ul style="list-style-type: none"> Upload latest notification of formation of IQAC 	View File
9.No. of IQAC meetings held during the year	4
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
<ul style="list-style-type: none"> If yes, mention the amount 	
11.Significant contributions made by IQAC during the current year (maximum five bullets)	
Improving Academic performance	
Reviewing data for AICTE, NIRF and AISHE portals	
Establishing VLSI Centre of Excellence	
Reviewing Academic Audit and Student Feedback report	
Reviewing proposal for various training programs, faculty development programs and workshops	
12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year	
Plan of Action	Achievements/Outcomes
Review of IIC activities	4 Star rating to HITAM
Organising Tedx	Successfully organised
International collaborations	MoU with Foreign Universities
13.Whether the AQAR was placed before statutory body?	No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2023	18/04/2024

15.Multidisciplinary / interdisciplinary

HITAM has launched an innovative initiative called "HITAM Xplore (Experiential Platform for Learning and Outreach in Real-Time Engineering)." This initiative involves students from diverse engineering backgrounds coming together to address community issues by visiting nearby villages. Working collaboratively, they develop engineering solutions for these challenges. Additionally, HITAM has established partnerships through MOUs with esteemed organizations and chapters such as Purdue University, IUCEE, and IEEE. Through these collaborations, students and faculty engage in EPICS (Engineering Projects Involving Community Services), promoting a culture of impactful learning and service. In addition to the aforementioned initiative, HITAM hosts an array of research facilities including an incubation center, META Research Center, and Robotics Center. These centers serve as hubs for multidisciplinary research, promoting collaboration among students from various departments. By providing state-of-the-art resources and infrastructure, HITAM empowers students to explore innovative solutions to real-world challenges across diverse fields of study.

16.Academic bank of credits (ABC):

Each student enrolled under the programme has to register various courses in order to meet the requisite number of credits to become eligible for obtaining the Degree. There are courses taught under various categories where each course is having a weightage of different Credits as mentioned in the below table. S. No Category Break up of credits (HITAM) 1 Humanities and Social Sciences including Management courses (HSMC) 10 2 Basic Science Courses (BSC) 21 3 Engineering Science courses including workshop, drawing, basics of Electrical / Mechanical / Computer etc. (ESC) 23 4 Professional core courses (PCC) 59 5 Professional Elective courses

relevant to chosen specialization / branch (PEC) 18 6 Open subjects - Electives from other technical and /or emerging subjects (OEC) 12 7 Project work, seminar and internship in industry or appropriate workplace / academic and research institutions in India / abroad (PRJ) 17 8 Mandatory Courses with Assessment (Environmental Sciences, Induction program, Indian Constitution, Gender Sensitization Employability, Human Values, Professional Ethics etc.) (MC) Non-credit 9 Audit Courses without Assessment (AC) Non-credit Total Credits 160

17.Skill development:

At HITAM College, skill development is prioritized to ensure students are equipped with a holistic set of competencies beyond their academic curriculum. The Student Skill Development Centers (SSDC) established within each department serve as focal points for this endeavor. These centers conduct value-added programs, workshops, and training sessions aimed at imparting new skills relevant to industry demands. Students are also actively involved in research activities, including the publication of research papers and presentations at conferences. This engagement not only nurtures their analytical and critical thinking skills but also instills a culture of innovation and academic excellence. HITAM houses several Centers of Excellence, including an Incubation Center that provides a platform for nurturing entrepreneurial ventures and startups. Through these centers, students have the opportunity to engage in real-world projects and gain practical experience. Various sessions, webinars, and awareness programs are regularly organized to broaden students' horizons and keep them updated on the latest developments in their respective fields. The HITAM Xplore initiative provides students with experiential learning opportunities through community engagement and real-time engineering projects. This hands-on approach promotes problem-solving skills and social responsibility. Additionally, HITAM actively participates in the Unnath Bharath Abhiyan, an initiative by the Ministry of Human Resource Development (MHRD), by adopting five villages in the state. Through this initiative, students contribute to community development while honing their leadership and project management skills.

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

At HITAM College, the integration of the Indian Knowledge System (IKS) into the curriculum aligns with the objectives outlined in the National Education Policy 2020. As the first comprehensive educational framework of the 21st century, this policy underscores

the importance of embracing India's rich cultural heritage and indigenous knowledge systems. In accordance with these principles, HITAM has incorporated subjects that facilitate an understanding of IKS within its autonomous curriculum. These subjects include Environmental Science, which emphasizes the holistic relationship between humans and nature, and Social and Health Consciousness, which promotes awareness of societal well-being and individual health. Moreover, the curriculum encompasses the teaching of Universal Human Values, reflecting the ethical and moral principles deeply rooted in Indian culture. The Constitution of India is also studied, promoting a profound understanding of the nation's democratic values and governance structure. Recognizing the linguistic diversity of India, HITAM promotes the teaching of languages beyond English, allowing students to connect with their cultural heritage and linguistic roots. Additionally, gender sensitization is emphasized, aiming to create an inclusive and equitable learning environment. To enhance accessibility and reach, HITAM utilizes online courses as a platform for delivering IKS-related content. Through digital mediums, students can engage with diverse perspectives and resources while benefiting from the flexibility of online learning. By integrating the Indian Knowledge System into its curriculum through the inclusion of relevant subjects, language teaching, and online courses, HITAM embodies the spirit of the National Education Policy 2020, which is a holistic and culturally enriched educational experience for its students.

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

HITAM is dedicated to revolutionizing engineering education through Outcome-Based Education (OBE), aiming to pioneer innovative practices in teaching and learning. In pursuit of this goal, HITAM has implemented various programs to empower faculty members to enhance the quality of engineering education. Over the past three years, HITAM has prioritized faculty training in OBE, recognizing its transformative potential in aligning educational outcomes with industry requirements and student needs. A significant milestone was reached as 52 faculty members underwent training facilitated by the Indo Universal Collaboration for Engineering Education (IUCEE), equipping them with the knowledge and skills necessary to implement OBE effectively. As a result of this training, HITAM's classrooms have undergone a paradigm shift, becoming dynamic spaces where innovative pedagogies are employed to develop active student engagement and deep learning. By incorporating OBE principles, faculty members are empowered to design curricula, assessments, and instructional strategies that emphasize the attainment

of clearly defined learning outcomes. The implementation of OBE has led to a more student-centric approach to teaching, where emphasis is placed not only on theoretical knowledge but also on the development of practical skills, critical thinking, and problem-solving abilities. Through collaborative projects, experiential learning opportunities, and real-world applications, students are equipped with the competencies required to thrive in today's rapidly evolving engineering landscape. By embracing Outcome-Based Education with true spirit and leveraging innovative pedagogies, HITAM is paving the way for excellence in engineering education, preparing students to become skilled professionals and future leaders in their respective fields.

20.Distance education/online education:

At HITAM, we're committed to using technology to improve teaching and learning. Here are some ways we've done that over the past 5 years: YouTube Channel ([HITAM_eLearn](#)): We have a YouTube channel where students can watch recorded lectures anytime. This makes it easy for them to review the material whenever they need to. MOODLE LMS Portal: Our Learning Management System (LMS) gives students access to digital content like lecture slides and videos. They can stay updated with class materials even outside of the classroom. Online Certifications: We encourage students and faculty to take online courses and get certified through platforms like SWAYAM and NPTEL. This helps them expand their knowledge and skills in specific areas. Guest Lectures and Workshops: We organize guest lectures and workshops where students can learn from experts and industry professionals. These events offer different learning experiences to suit everyone's preferences. By using these initiatives, we aim to create a better learning environment that combines traditional teaching methods with technology. This approach helps improve the quality of education and enhances learning outcomes for our students. Delnet and Online Library Resources: HITAM is affiliated with Delnet, providing students with access to a vast array of online library resources. This includes e-books, journals, and other academic materials, enriching their learning experience beyond traditional textbooks. Online Journals Access: Our students have access to online journals through various databases, allowing them to stay updated with the latest research and developments in their fields of study.

Extended Profile

1.Programme

Number of courses offered by the institution across all programs during the year

File Description	Documents
Data Template	View File

2.Student

2.1	2278
Number of students during the year	

File Description	Documents
Data Template	View File

2.2	540
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	472
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	126
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	126
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution

4.1	34
Total number of Classrooms and Seminar halls	
4.2	1119
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	689
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The institution ensures effective curriculum delivery through a meticulously planned and documented process. With both JNTUH affiliation and autonomous status, Hyderabad Institute of Technology and Management (HITAM) has implemented rigorous measures to enhance curriculum delivery and consequently, students' employability. HITAM has introduced new courses and updated existing ones to align with emerging trends and demands in the job market.

HITAM has established partnerships with industry leaders to provide students with hands-on experience through internships, projects, and industrial training programs. These collaborations offer students practical insights into real-world scenarios, enhancing their readiness for the workforce.

HITAM has established a systematic approach to curriculum development and delivery. Faculty members meticulously plan and document course objectives, outcomes, lesson plans, and teaching methodologies.

HITAM emphasizes the importance of course file readiness to support the teaching process. Faculty members are required to compile comprehensive course files containing essential components such as

course objectives, outcomes, lesson plans, topic-level outcomes, assignment questions, solutions to previous question papers, and references/textbooks.

The Internal Quality Assurance Cell (IQAC) conducts periodic reviews, gathering student feedback on teaching methods. This input helps faculty address teaching gaps, enhancing delivery mechanisms and attending FDPs on Bloom's taxonomy.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://drive.google.com/drive/folders/16YsDmfTs-xxhFc92m-5fmqsvhu4F9QBD?usp=sharing

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

Hyderabad Institute of Technology and Management (HITAM), as an autonomous institution, diligently follows its academic calendar, which encompasses the conduct of Continuous Internal Evaluation (CIE). In line with its autonomy, HITAM has its regulations governing examinations, all of which are thoroughly documented and made available on the website.

The institution meticulously plans its academic year, incorporating schedules for both internal and external assessments. This calendar serves as a guide for faculty and students, ensuring adherence to deadlines and facilitating effective planning and preparation.

Prior to each examination period, HITAM releases detailed examination timetables to students. These timetables provide crucial information such as dates, times, and locations of examinations, enabling students to make necessary arrangements and prepare accordingly.

By adhering to its academic calendar and providing transparent regulations and examination schedules, HITAM demonstrates its commitment to academic integrity and student success. This structured approach helps create a conducive learning environment where students can focus on their studies with confidence and clarity.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://drive.google.com/drive/folders/1t-h4NtvvEHxyTNWXuodyl8Fd7PQn6kr?usp=sharing

1.1.3 - Teachers of the Institution participate in A. All of the above following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.

Academic council/BoS of Affiliating University
Setting of question papers for UG/PG programs **Design and Development of Curriculum for Add on/ certificate/ Diploma Courses** **Assessment /evaluation process of the affiliating University**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

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

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

8

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

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

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

35

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

1539

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

1539

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

HITAM offers a comprehensive range of courses addressing sustainable environmental issues, including gender equality, human values, and professional ethics, to tackle the challenges of globalization. Through special lectures, activities, workshops, and seminars, the institution engages students actively in these areas. The curriculum emphasizes practical application, with non-credit subjects like Gender Sensitization and Environmental Studies enriching students' knowledge and fostering a sense of social responsibility.

Gender sensitization starts from day one, fostering a ragging-free environment supported by comprehensive surveillance. HITAM prioritizes empowering women, integrating gender equality values

into the curriculum and offering equal opportunities in admissions, employment, and activities. Women empowerment initiatives include workshops, seminars, and leadership development programs.

Human Values and Professional Ethics are core subjects, promoting holistic development and ethical conduct among students. Environmental sustainability is a key focus, with the program GCSP (Grand Challenges Scholars Program). Industrial visits and awareness campaigns further educate students on environmental issues, supported by initiatives like NSS and the Go Green Club.

HITAM's commitment to sustainability is underscored by being the first Indian campus certified as a Silver-Rated Green Building by LEEDS, US Green Building Council.

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

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

179

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

1.3.3 - Number of students undertaking project work/field work/ internships**501**

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

1.4 - Feedback System

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

A. All of the above

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	View File

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	Nil

TEACHING-LEARNING AND EVALUATION**2.1 - Student Enrollment and Profile****2.1.1 - Enrolment Number Number of students admitted during the year**

2.1.1.1 - Number of sanctioned seats during the year**600**

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)**2.1.2.1 - Number of actual students admitted from the reserved categories during the year****541**

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

HITAM made teaching learning process more interesting by Learner centric methods such as group work, role play, project work, field visit, industrial visits, case study, debates, seminars, presentations etc., HITAM adopted to Cooperative, Collaborative, Project Based and Problem Based to accelerate the learning process.

Problem solving methodologies: Every student is being taught about the basic approach to solve any issues which he or she comes across. Problem solving techniques such as Problem identification, Defining the Goals, conducting Brainstorming sessions, identifying alternative solutions, choosing the right approach, applying the right technique to achieve the solutions and Evaluating the results before dissipation.

To support both advanced and slow learners, HITAM implements various programs. Proficiency tests assess incoming students' aptitude, while bridge courses bring freshmen and lateral entry students up to undergraduate standards in Physics, Chemistry, Maths, and English. Remedial courses held on Saturdays aid slow learners through

additional assignments and mentoring sessions.

Advanced learners benefit from challenging projects, technical engagements, participation in professional activities, and opportunities for leadership roles. They also access resources like NPTEL certifications, domain-specific training, and MOOC certifications, contributing to their academic and personal development.

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

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

Number of Students	Number of Teachers
2278	126

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The teacher's promote self-management knowledge, holistic development and skill formation by adopting student centric methods like experiential, participatory learning and problem-solving methodologies in their teaching learning process. The teaching method varies from person to person and from course to course. However there has been a paradigm shift in teaching from purely chalk and talk methods to adopting a judicious mix of lecture method and modern pedagogies. HITAM encourages and follows the student centric methods, such as experiential learning, participative learning and problem solving methodologies for enhancing the learning experiences of students to implement Outcome Based Education (OBE).

HITAM made teaching learning process more interesting by Learner centric methods such as group work, role play, project work, field visit, industrial visits, case study, debates, seminars,

presentations etc., HITAM adopted to Cooperative, Collaborative, Project Based and Problem Based to accelerate the learning process.

Problem solving methodologies: Every student is being taught about the basic approach to solve any issues which he or she comes across. Problem solving techniques such as Problem identification, Defining the Goals, conducting Brainstorming sessions, identifying alternative solutions, choosing the right approach, applying the right technique to achieve the solutions and Evaluating the results before dissipation.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	https://drive.google.com/drive/folders/1kBrWQzBGC54HEpbwxgou-zLkR-WwNpk?usp=sharing

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

In today's rapidly evolving corporate landscape, students must acquire proficiency in the latest technologies to be well-prepared for their future careers. Consequently, educators are blending technology with traditional teaching methods to foster long-term engagement and learning among students. The college recognizes the significance of Information and Communication Technology (ICT) in education and employs various tools to support, enhance, and optimize the delivery of education.

The institute utilizes an array of ICT tools, including projectors distributed across different classrooms and labs, desktops, and laptops in computer labs and faculty cabins, as well as strategically placed printers, photocopier machines, and scanners. Seminar halls are equipped with digital facilities, and there is a smart board on campus. Faculty use various pedagogies like Live coding, Student Presentations, e-poster presentations, virtual Labs and simulations for creating better learning experience to the students.

Online classes are conducted using platforms like Zoom, Google Meet and Google Classroom, while inter-college coding competitions are hosted on Hackathons. The college also leverages MOOC platforms like NPTEL, Coursera, MOODLE, IONCUDOS and digital library resources such as DEL NET.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

116

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

126

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	Nil
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

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

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

2.4.3.1 - Total experience of full-time teachers

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

At HITAM, the internal assessment mechanism is both transparent and robust, ensuring fairness and accuracy in evaluating student performance. The frequency and mode of assessment are carefully designed to align with academic standards and objectives.

Transparency is upheld through clear communication of assessment criteria and procedures to students. This includes outlining the weightage of each assessment component, such as assignments, quizzes, projects, or presentations.

The robustness of the assessment process is ensured through consistent monitoring and quality control measures. Assessments are conducted at regular intervals throughout the academic term, providing multiple opportunities for students to demonstrate their understanding and skills. Furthermore, a variety of assessment methods are employed to assess different aspects of learning,

catering to diverse learning styles and preferences.

The mode of assessment encompasses both traditional methods, such as written exams, and modern approaches, including online assessments or practical demonstrations. This ensures that students are evaluated comprehensively and holistically, taking into account their theoretical knowledge as well as practical application.

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

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

The institute has devised an efficient mechanism to deal with examination related grievances which transparent in the pattern and conduction of CIE and rectification of grievances is time bound. The college follows strictly the guidelines and rules issued by the affiliating university while conducting internals and semester-end examinations.

At Institute level, an examination committee, comprising of a Principal, Academic Director, Controller of Examination, Concerned is constituted to handle the issues regarding Examination related Grievances. The teacher distributes evaluated answer scripts to students, and any clarifications or grievances are addressed by the teacher within 1 day. The internal marks are displayed on the notice board. If any discrepancy is noticed by the students, the concerned teacher will resolve the discrepancy, and necessary corrections will be made. Parents are informed about their ward's performance through SMS and during PTM.

Within a time bound the Internal Assessment marks are entered in the University web portal, by student's login, students can individually view their performance in the University portal.

Re-Evaluation: Students can apply for re-evaluation of their answer scripts after declaration of results if they are not satisfied with their results. The results of re- evaluation will be announced as per the university norms.

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

2.6 - Student Performance and Learning Outcomes

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

The institution ensures that teachers and students are well-informed about the Programme and course outcomes of all offered Programmes through a structured approach. Newly joined faculty undergo awareness sessions on the Outcome-Based Education (OBE) process, enabling them to align their teaching strategies with the desired outcomes. To further enhance their capabilities, all faculty members are required to complete OBE certification and the IIEEC (IUCCE) Indo Universal Engineering Educator Certification Program). These certifications, offered by the IUCCE organization, equip faculty with best practices in OBE, innovative teaching methodologies, and effective classroom management.

The Teaching-Learning Center (TLC) plays a crucial role in maintaining quality standards by reviewing faculty lesson plans before the commencement of each semester. This review ensures alignment with the specified course outcomes and verifies the incorporation of appropriate Bloom's taxonomy levels. Through these measures, faculty members are empowered to deliver effective instruction that supports the achievement of Programme and course outcomes.

These initiatives collectively create an ecosystem where both faculty and students are aware of and actively work towards the stated outcomes, promoting a culture of academic excellence and continuous improvement. This ensures alignment with institutional goals and prepares students for future challenges effectively.

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

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

At HITAM, the evaluation of Program Outcomes (POs) and Course Outcomes (COs) is a fundamental aspect of the educational framework. POs assessment ensures graduates meet industry standards, evaluating their knowledge, skills, and attributes. Through various methods like examinations, projects, and internships, HITAM ensures graduates are well-equipped for professional challenges.

Similarly, COs evaluation measures the effectiveness of individual courses within programs. These predefined learning objectives are assessed through quizzes, assignments, and practical work, aligning each course with overall program goals. HITAM's assessment processes prioritize not only student performance but also continuous improvement.

At the culmination of each batch's graduation at HITAM, the institution conducts a comprehensive evaluation of Program Outcomes (POs). This evaluation serves as a critical checkpoint to assess the overall effectiveness of the educational programs offered. This systematic evaluation fosters a culture of excellence, driving continuous improvement in teaching and learning practices. By ensuring students meet POs and COs, HITAM prepares graduates to excel in their careers and make meaningful contributions to society. Attached sample Program Outcomes of Electrical and Electronics Engineering Department.

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

2.6.3 - Pass percentage of Students during the year

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

379

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<https://drive.google.com/drive/folders/110OsCj07LkrhwDCVddfyilVmFa-ctweE?usp=sharing>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

5512425

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

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

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

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	Nil

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

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

25

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

3.2 - Research Publications and Awards

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

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

183

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

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

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in

national/ international conference proceedings during the year**111**

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<u>View File</u>

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

At HITAM, community development and social service are integral components of the educational experience. Through initiatives like the National Service Scheme (NSS) and collaborations with NGOs such as Arutla Foundation and Sahaya, as well as the For-a-Cause club, students are actively engaged in uplifting neighbouring villages and addressing social issues. The emphasis is not just on academic excellence but also on nurturing socially responsible citizens. HITAM's NSS unit organizes diverse community service activities, while students participate in programs like Unnath Bharath Abhiyan (UBA) to collect data from villages and identify key issues for targeted intervention. By immersing students in real-world scenarios and encouraging them to take an active role in finding solutions, HITAM is shaping individuals who are not only academically proficient but also compassionate contributors to society's well-being.

List of activities conducted for neighbourhood that impacted holistic development of the students are:

1. Grama Sabha in Kolanupak Village
2. Sanitary pads distribution- A social Initiative
3. Good Touch Bad Touch - School students (Vivekanada Talent High School, Gandimisamma)
4. NGO Interaction meet
5. Farm Visit to Sultanpur
6. Patriotic Run
7. Visit to Palle srujana for Problem Identification
8. Regional Meet

File Description	Documents
Paste link for additional information	https://drive.google.com/drive/folders/1t_mCgRcUbidX5D1x78BULAVquN100gJq?usp=sharing
Upload any additional information	View File

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

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

11

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

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

17

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

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

3.3.4.1 - Total number of Students participating in extension activities conducted in

collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

1534

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

3.4 - Collaboration

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

108

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

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

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

18

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

Hyderabad Institute of Technology and Management (HITAM) provides a modern, technology-driven, and sustainable learning environment. The campus, designed with a green building concept, fosters a healthy and productive atmosphere, enhancing students' learning. HITAM's infrastructure includes 30 well-equipped classrooms, 33 specialized laboratories, and 4 drawing halls/auditoriums, all designed to support interactive teaching and practical learning. The central library offers a vast collection of books, e-journals, and research papers, along with a Book Bank Scheme for students.

In addition to academic spaces, HITAM features 4 conference halls, a dispensary for healthcare needs, and a dedicated Student Self-Governance Room. The institute's strong emphasis on student development is reflected in 4 Student Skill Development Centres and the NCC unit, which offer opportunities for leadership and personal growth.

The institute's IT infrastructure includes 689 desktop computers, 2 cloud-based AWS servers, and a 350 Mbps internet connection, supported by renewable energy solutions like solar panels and windmills generating 4 kW daily. HITAM also provides modern faculty rooms, counseling rooms, sports facilities, and hostel facility. With a focus on innovation, HITAM Innovation and Incubation Centre (HIIC) promote entrepreneurship and supported for establishment of 5 start-ups that have received funding from the Government of India under various schemes.

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

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

The institution utilizes a lot of its resources to provide an environment to its students where they are encouraged to indulge in sports and extra-curricular activities. This ensures a holistic

development and an all-rounded personality.

Students are trained in sports under the guidance of qualified and specialized Physical Directors. Every week one hour is allotted for the sports in the time-table thus enabling the students to pursue sports.

Regular training is provided to those students who show extraordinary skills in different sports. These students are selected through selection trials. They are trained and encouraged to participate in various levels of competitions including intra college events, inter-university events, national events and international events. Intra-college events are also organized by the college to encourage students to participate. Track suits and all sporting gear are provided to the students for major events.

A separate Yoga Hall and gymnasium are built and provided with all necessary equipment. qualified Yoga teacher conducts classes twice per week to both staff and students.

Students Affinity/Cultural clubs function and stage programs during the Annual College Functions are organised in Amphi Theatre

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

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

34

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

34

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

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

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

587.9

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

- Name of the ILMS software - ERP Library Management System
- Nature of automation (fully or partially) - Fully
- Year of subscription - 2018

The college library follows set norms of the competent authorities. First Library in Telangana having NDLI (National Digital Library of India) Club in association with IIT Kharagpur. HITAM has been awarded as best performer in Telangana state from NDLI and in top 10 NDLI clubs securing 2nd position in the country.

The library of the college has a total area of 4000 sq. ft. and has special designated areas for normal use as well as for reading. A

total physical hardcopy 40, 865 volumes, e-books 10,664, 4987 titles, 36 print journals, approximately 911 e journals and approximately 500 rare books are available. Self-improvement books has been provided to faculty and Leadership that supports in professional development of staff.

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

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

A. Any 4 or more of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

13.7

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for

online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

395

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

HITAM is committed to maintaining cutting-edge IT facilities to enhance the learning experience for students. Our Wi-Fi infrastructure is regularly updated to ensure a seamless and high-speed internet connection, currently boasting an impressive speed of 350 Mbps. As part of our commitment to staying technologically current, we prioritize the annual update and purchase of computers. This ensures that students have access to the latest technology, creating an environment conducive to learning and innovation.

IT Policy Overview : The Institute has an IT policy covering major areas such as Wi-Fi, cyber security, and software upgrades, which are updated as per institutional needs. HITAM continuously upgrades IT facilities in compliance with regulatory norms and industry requirements. The institution provides 3 to 5% of the annual budget for IT upgrades, which are audited regularly to ensure transparency and accountability.

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

4.3.2 - Number of Computers

689

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	View File

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

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

4.4 - Maintenance of Campus Infrastructure

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

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

1086.3

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Hyderabad Institute of Technology and Management (HITAM) has well-established systems and procedures to maintain and utilize physical, academic, and support facilities effectively. Laboratories are managed systematically, with lab-in-charges maintaining inventory, conducting audits, and ensuring regular inspections, cleaning, and calibration of equipment. Fire safety measures are also in place.

The library provides comprehensive support with a book bank scheme, e-resources, and access to online journals, ensuring efficient circulation and maintenance of materials. Classrooms are well-equipped with modern infrastructure, smart technology, and are maintained daily to create a conducive learning environment.

Sports facilities, including gymnasiums, indoor and outdoor fields, are managed by a dedicated committee that oversees procurement, maintenance, and activities. Students have designated sports hours and access to first aid. Computer facilities are regularly updated with advanced hardware, high-speed internet, and IT support for uninterrupted academic use.

Administrative offices handle essential tasks efficiently, while hostels offer comfortable accommodations. Medical facilities, transport services, and emergency protocols are readily available to support student well-being.

HITAM also prioritizes sustainability, innovation, and career development through green initiatives, research spaces, and a Career Development Cell that focuses on training, placements, and employability. These systems collectively enhance academic and holistic growth.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

1161

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

273

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Data Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills
Language and communication skills Life skills
(Yoga, physical fitness, health and hygiene)
ICT/computing skills

A. All of the above

File Description	Documents
Link to institutional website	https://drive.google.com/drive/folders/1Wsg9T168OnSgde2QuaSqwRnj_TiWB8Jy?usp=sharing
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

307

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

307

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

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

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression**5.2.1 - Number of placement of outgoing students during the year****5.2.1.1 - Number of outgoing students placed during the year**

287

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

20

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

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

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

32

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

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

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

Student's life at HITAM encompasses both the spaces where students spend time outside class and the activities where they develop new interests, make friends, and learn new skills. From the Class Room to the Play Ground, from Library to Society our students find numerous opportunities for individual and intellectual development. They get ample opportunities to involve and support the authorities in planning and implementing the curricular and Co-curricular activities, academic and administrative matters of the institution. HITAM formulated various committees comprising of faculty and students together for the effective implementation of above activities. Apart from various committees we formed a Students Self-Governance committee (SSG) which will help the students to understand the functioning of an education system and also to contribute towards the overall development of HITAM.

At the broad, systemic level, student self-governance committee owns the honor where they derive authority to run the institution directly. Students are selected as leaders, and those student leaders are responsible for operating the college on a day per month and help in initiating policy revisions and other changes, and for making all decisions about disciplinary actions.

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

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

20

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

5.4 - Alumni Engagement

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

Alumni play a pivotal role in shaping the identity and success of an educational institution, and the Hyderabad Institute of Technology and Management (HITAM) recognizes this by considering its alumni as the brand of the institution. The relationship between the institute and its alumni is not merely transactional but is deeply rooted in a sense of shared pride and commitment.

One significant way in which HITAM alumni contribute to the development of the institution is through their active involvement in the conduction of events. Alumni bring valuable industry insights, experience, and networks, enhancing the quality and relevance of events organized by the institution. Their participation often results in a more comprehensive and practical approach to various activities, benefiting both current students and faculty.

Financial support from alumni is another crucial aspect of their contribution to HITAM. Many successful graduates, appreciative of the education they received, willingly invest back into the institution. This financial backing can be channelled into infrastructure development, scholarships, and other initiatives that

directly impact the educational experience of current and future students. Such philanthropic gestures not only demonstrate gratitude but also foster a culture of giving back within the alumni community.

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

**5.4.2 - Alumni contribution during the year A. ? 5Lakhs
(INR in Lakhs)**

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

HITAM stands on the robust foundation of visionary strategic leadership, a testament to the forward-thinking guidance of Shri Prashanth Arutla, Chairman of the Royal Education Society and a distinguished alumnus of Harvard University (MBP Institution Management) and ISB (PGP MAX). The institution's governance model thrives on collective leadership, integrating the expertise of the Principal, Director, Deans, Heads of Departments, Leads, Accounts Officers, and HR professionals.

Structured committees, led by seasoned professors, oversee crucial aspects such as Internal Quality Assurance Cell (IQAC), Admissions, Examinations and Evaluation (EE), Research & Development (R&D), and Training and Placement (T&P). The Heads of Departments, in collaboration with the Teaching Learning Centre, meticulously design teaching methodologies, ensuring academic excellence across various courses.

Inclusivity is evident in the decision-making process, with teachers actively participating in the college council, bridging the gap between the institution and students. Their insights, shared during weekly department conferences, play a pivotal role in implementing necessary changes. HITAM's overarching goal is to mold technologically adept students, nurturing the right attitudes, skill sets, and knowledge for creativity and innovation. Aspiring for autonomy and the status of a distinguished university, HITAM remains dedicated to shaping the future leaders of tomorrow.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<u>View File</u>

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

The institution embraces a culture of decentralized governance and transparent management in various spheres, involving key stakeholders such as the Principal, Deans, Heads of Departments (HoDs), Leads, Coordinators, and Senior Faculty members. Recognizing the importance of appropriate delegation, the institution empowers all administrative committee members, enabling top management to focus on policymaking and significant decisions.

The Governing Body, comprising Management members, a university representative (JNTUH), an industry representative nominated by the Management, the College Principal (as member secretary), and two senior faculty members, collaboratively formulate a perspective plan for the medium and long term. This includes aspirations to achieve Technological University status in the long term. The Principal engages with HODs and Deans to align teaching-learning processes, research, and development with the outcomes of Governing Body meetings.

Upon approvals, the Principal and Heads of Departments gain the autonomy to make decisions related to governance, academics, and evaluation. Academic activities are initiated by department faculty in consultation with students and stakeholders, with the Academic Committee approving suitable plans.

Diverse committees, including Academics, Library, Sports, Canteen, Anti-ragging, Discipline, and Transport, are established with faculty conveners and student representatives.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<u>View File</u>

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

HITAM's strategic plan encompasses multifaceted initiatives to elevate its academic stature and foster holistic development. Prioritizing academic quality, the institution will introduce innovative teaching methods, invest in faculty development, and monitor key performance indicators such as faculty qualifications, student-faculty ratio, and research output.

Strategic emphasis on research and innovation involves securing external funding, cultivating industry collaborations, and encouraging interdisciplinary projects. International partnerships with universities will provide global exposure for students and faculty, fostering a diverse learning environment.

A pivotal aspect of HITAM's strategy is to forge strong bonds with industries, providing students with practical experiences through industry-led projects and internships. The institution also commits to building state-of-the-art infrastructure and enhancing campus facilities to create a world-class learning environment. Student-focused initiatives include dedicated efforts for high-quality placements through industry partnerships, career development services, and alumni engagement. The admissions process will prioritize talent, diversity, and inclusivity, supported by scholarships to ensure equal educational access.

Lastly, HITAM aims for accreditations and rankings, targeting NAAC A++, improved NBA scores, and recognition in ARIIA and NIRF rankings. This comprehensive strategic plan aligns with HITAM's vision of becoming an academic powerhouse with a global footprint,

dedicated to shaping well-rounded, industry-ready graduates.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://hitam.org/Strategic_Plan/
Upload any additional information	View File

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

The institute has established specific bodies and committees to ensure effective functioning and the attainment of predefined goals. Among these are the Governing Body, Academic Committee, and Internal Quality Assurance Cell (IQAC), each serving distinct roles in formulating guidelines and monitoring the institution's operations. The Governing Body holds authority over financial, administrative, and quality measures, with the Chairman, Principal, and academic heads responsible for implementing its decisions.

The administrative structure adheres to the organization chart provided in additional information. The Principal, acting as the liaison between Management, Staff, and Students, executes the policies and decisions of the Governing Body. Deans and Leads, in areas like academics, accreditation, research and development (R&D), career development, and student skill development, work towards realizing the institute's vision and mission with support from the Principal and Chairman. Department Heads (HODs) are accountable for departmental functioning in line with college policies.

Various committees contribute significantly to the institution's policy framework and direction. They aid in evaluating, monitoring, and recommending measures aligned with the institution's quality policy. Service rules, procedures, recruitment, and promotional policies adhere to guidelines from affiliating universities, AICTE, and UGC, approved by the Governing Body.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	https://hitam.org/Organogram/
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The institution places a strong emphasis on the well-being and motivation of its teaching and non-teaching staff through a comprehensive array of welfare measures. To foster active engagement, the College Management implements statutory welfare measures, addressing both monetary and non-monetary aspects for personal and professional growth. Noteworthy initiatives include a Group Insurance scheme, free transport, uniforms for support staff, subsidized canteen facilities, and access to medical services through an MoU with Neelima Hospitals, Hyderabad. Employees benefit from interest-free loans, publication incentives for research contributions in national or international conferences and journals, and additional incentives for attending workshops and seminars. The institution further supports faculty pursuing higher studies or research through sponsorships, either in financial assistance or leaves. Special provisions, such as leave for staff marriages, special medical leave in exigent cases, and yoga training,

contribute to a comprehensive and supportive welfare framework, ensuring the satisfaction and well-being of the staff members.

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

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

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

82

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

12

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

83

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

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

HITAM ensures a systematic onboarding process for all employees, providing induction training conducted by the HR Representative to familiarize them with their roles and responsibilities. Each employee is assigned Key Result Areas (KRAs), with Key Performance Indicators (KPIs) serving as performance targets. The institution employs a formal assessment approach, known as the "Annual

Performance Appraisal system, to evaluate both Teaching and Non-Teaching faculty. Department heads assess faculty contributions based on student results, publications, conference participation, organized activities, and administrative duties. The standardized Performance Management System (PMS) facilitates this process, detailed in the additional information. Faculty submit results and supporting evidence to their HOD, who evaluates and forwards the appraisal to the HR Representative. Any discrepancies can be addressed by faculty, and HR ensures timely completion with necessary documentation. The Principal recommends increments in line with AICTE guidelines, and management approves and sanctions annual increments. Performance Appraisal results also influence faculty promotions, considering suitability. Non-teaching staff are evaluated based on work achievements, qualifications, and adaptability to technological changes. Employees dissatisfied with institutional decisions can raise grievances, which will be duly addressed by the institution. The entire Performance Appraisal System is integral to fostering a culture of continuous improvement and professional development at HITAM.

File Description	Documents
Paste link for additional information	https://drive.google.com/drive/folders/19NOT6hpqZG5_SJFMuQ0aFuzKDK7QgPS-?usp=sharing
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

The Accounts department undertakes the crucial task of budget estimation by gathering data on both recurring and non-recurring expenses at departmental and institutional levels. Prior to each academic year, comprehensive budget meetings are conducted, ensuring timely preparation. Faculty and lab in charges provide input for equipment procurement, accounting for curriculum changes or obsolescence, along with allocating funds for equipment maintenance for upcoming semesters. Department Heads convene with faculty to outline planned activities for the academic year, establishing budgetary needs.

Following this, the accounts Department consolidates departmental budget requirements, presenting them to the administrative

committee. This committee, comprising Heads of Departments, Coordinators, Administrative Officers, Librarians, HR representatives, and others, refines the budget through collaborative discussions.

Upon approval, departments can utilize the sanctioned budget for proposed activities, adhering to procedural guidelines. The Accounts department manages expenditure, collecting necessary bills and ensuring compliance. Internal auditing, conducted by the Internal Finance Committee, scrutinizes budget proposals, receipts, and vouchers, recommending improvements where needed. External auditing, performed by a registered firm as mandated by tax regulations, provides valuable insights for effective budget planning and implementation.

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

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

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

772906

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

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

Mobilization of Funds:

The major source of revenue for the college is the Annual fee collected from students. The Telangana govt regulates fee to be collected from the students. It is fixed by Telangana Admission and

Fee Regulatory Committee (TAFRC). The tuition fees for Economically weaker Sections (EWS) and students of backward and SC/ST are financed through scholarships from Telangana state government.

The other sources of income are:

1. Transport fees.
2. Admission fees.
3. Application Fees.
5. Examination Fees.
6. TCS-ION: The College lends its infrastructure for external agencies like TCS-ION for conducting exams e.g. RRB Exam, GATE, CAT, JIPMER and TSPSC.
7. Contribution from Government and Non-Government Organizations
8. Contribution from Alumni
9. Funds are also mobilized through consultancy and philanthropic contribution.

Strategies for optimal utilization of financial resources:

During the budget preparation in the institution, all the HoD's and various section heads are requested to provide the annual budget requirements keeping in view of development and updating of laboratories, computing facilities, library, teaching-learning process, training, extension activities, software etc for approval of governing body.

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

6.5 - Internal Quality Assurance System

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

HITAM established its Internal Quality Assurance Cell (IQAC) in 2015, tasked with overseeing various activities aimed at enhancing all facets of the institute's operations.

- Enhancing the quality of teaching and research through consistent feedback from students, ensuring that inputs reach all stakeholders regularly.
- Contributing insights to enhance administrative practices, promoting efficient resource allocation, and improving services for students and staff by advocating for best practices.
- Offering recommendations for both Academic and Administrative Audits, along with analysing results to identify areas of weakness and suggesting strategies for improvement.

The IQAC also undertakes the preparation, evaluation, and recommendation of the following items for approval by the appropriate Institute and government regulatory bodies:

(a) Annual Quality Assurance Report (AQAR)

(b) Self-Study Reports required by different accreditation bodies such as NAAC, NIRF, and NBA

(c) Quality enhancement initiatives implemented within the institution

File Description	Documents
Paste link for additional information	https://drive.google.com/drive/folders/1m_kcG5j1Q-ETprivQT9nSGThTj2HE7H4?usp=sharing
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The IQAC committee periodically reviews teaching learning process and other quality parameters of institute and suggests the necessary reforms to be undertaken towards continuous improvement.

The two examples of institutional reviews and implementation of teaching learning reforms facilitated by the IQAC.

Initiative 1: TLP - Faculty Conclave

IQAC focuses on TLP has helped in maintaining transparency by adopting new techniques in teaching, meticulous evaluation, setting question paper following blooms taxonomy so as to achieve & attain course level objectives & outcomes; program level objectives & outcomes.

Faculty conclave is a half yearly event at HITAM to showcase the best pedagogies implemented by the faculty. All the faculty are asked to make a presentation for 10 minutes at the end of semester to share the best experiences in terms of implementation of innovative pedagogies.

Initiative 2: Lesson plan presentations

IQAC supports departments in organizing Lesson plan presentations before starting of the semester. Faculty should present the plan of executing syllabus in the predefined format given by IQAC with innovative pedagogies for better learning of the students.

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

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

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://hitam.org/iqac/
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Hyderabad Institute of Technology and Management strives to work on women empowerment through training programs and support in employment through the various initiatives/activities. Also in HITAM 30% of the faculty are women who were educated in terms of health through yoga, Psychology sessions, Leadership skills and various sports activities through women empowerment cell. Women at HITAM are given with facilities to pursue higher education and are placed in various leaderships positions and empowered. HITAM also received AICTE Lilavati Award 2020 & 2021 under the theme Women Empowerment.

The Institution manages every activity and moment through CCTV surveillance, and precautions have been initiated in the campus, canteen, and library, parking slots, sports area to monitor the moment of students and ensure safety of the students. The Women protection committee of the institution take care of all grievances related to gender safety and security. Special counselling facility by HITAM Phycologist and also by inviting experts from outside through Career Development Centre (CDC).

HITAM has well equipped common room is provided for female students where they can rest for a while in their stressful time. Electric Sanitary Pad Disposal Machine is installed in the girls common room.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://drive.google.com/drive/folders/1ixTwBhSs1IMdyndynpC_UieBCIjBTGKv?usp=sharing

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy
Biogas plant Wheeling to the Grid
Sensor-based energy conservation Use of LED bulbs/
power efficient equipment

A. 4 or All of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Solid waste management:

Inspired by Swatch Bharat Mission, Twin-Bin system is being used in the Institute to segregate recyclable and biodegradable waste. The institution takes all measures required to ensure that the campus is free of plastic items and other wastes that harm the environment. Segregation of waste from the dustbins is done in other strategic locations, thus maintaining the Campus and keeping it clean and green. Professional contractors collect the recyclable waste and biodegradable waste. Chemical and hazardous waste from laboratories are disposed as per MSDS. This waste is collected and disposed through a certified third party.

E-Waste Management:

- All Electronic waste CPU's, Hard disks, Laboratory Equipment scrap is sent to the market either for repair or returned to the suppliers for disposal as per the manufacturer's policy..

Liquid Waste Management:

At our campus, we treat wastewater through Sedimentation. The Sewage water from the entire campus is received through the underground pipe lines. The treated water is used as natural organic compost for gardening.

Sewage Treatment Plant (STP) of 5000 L/day capacity is in use in the Institution campus. The treated water is used for flushing and gardening purpose.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	Nil
Any other relevant information	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

A. Any 4 or All of the above

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

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following

- 1.Green audit**
- 2. Energy audit**
- 3.Environment audit**
- 4.Clean and green campus recognitions/awards**
- 5. Beyond the campus environmental promotional activities**

A. Any 4 or all of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	View File
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms.

A. Any 4 or all of the above

Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment

5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Policy documents and information brochures on the support to be provided	<u>View File</u>
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

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

The Hyderabad Institute of Technology and Management (HITAM) has taken significant strides in creating an inclusive environment that embraces diversity across various dimensions. Notably, the institute's commitment to fostering religious diversity is evident through its hosting of Iftar celebrations. By organizing events during the month of Ramadan where individuals of different faiths can come together and partake in the breaking of the fast.

In addition to religious inclusivity, the institute places a strong emphasis on team-building and staff well-being. The annual outing for staff is a commendable initiative that goes beyond the academic realm, promoting a positive work environment.

Furthermore, the celebration of Traditional Day at HITAM is a testament to the institute's dedication to recognizing and appreciating the diverse cultural backgrounds of its community. Allowing students and staff to express their identity through traditional attire and customs fosters an environment of mutual respect and understanding, strengthening the fabric of the institute's inclusive culture. The institute's commitment to local cultural heritage is also evident in the organization of the Traditional Fest of Telangana.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

We believe in giving holistic all round education to the students. And sensitizing students on our constitutional rights, values, duties and responsibilities is one of the primary education given at the institute through various means.

Sensitization of students and employees of the Institution to the constitutional obligations is done through curriculum as well as through extra-curricular activities. Also, all students take a course on Environment studies in their first year which gives them insight into environment acts, wildlife protection act, forest act, global environmental concerns etc.

In addition to this many regular programs also seminars and workshops are conducted on days of national importance on various rights, duties and responsibilities of citizens. Seminars on topics like Right to Information, sexual harassment are conducted periodically. In Right to Information seminar, various sections and categories of the act are explained.

NSS unit of the institution conducts a cleanliness drive to mark the occasion of Swachh Bharat Abhiyan in the college campus as well as in the nearby village area.

File Description	Documents
Details of activities that inculcate values; necessary to render students into responsible citizens	View File
Any other relevant information	No File Uploaded

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code

A. All of the above

of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. **Annual awareness programmes on Code of Conduct are organized**

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

At HITAM, we fervently celebrate significant national events to raise awareness of our nation's rich cultural heritage. We regularly commemorate both national and international commemorative days, fostering a deep appreciation for diverse cultures and global milestones. Each occasion brings together our dedicated staff members and enthusiastic students, uniting the entire college in vibrant celebrations.

The observance of cultural and constitutional festivals is deeply ingrained in our college's co-curricular activities, reflecting our commitment to holistic education. Throughout the academic session, students actively participate in the celebration of various days under the guidance of their teachers. These celebrations serve as invaluable opportunities for students to explore and embrace different cultures, fostering a broader understanding of India as a diverse and vibrant nation.

At HITAM, we believe in the power of celebration to educate, inspire, and unite. Through our collective efforts, we strive to cultivate a campus environment where cultural diversity is celebrated and cherished, enriching the educational experience for all.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

XPLOR at Hyderabad Institute of Technology and Management serves as an innovative educational initiative, enriching students' learning experiences in the field of engineering. Through strategic partnerships with industries, the program offers students a unique opportunity to apply theoretical knowledge to real-world scenarios. Components of XPLOR include immersive internships, expert-led workshops, and project-based learning, fostering a deeper understanding of engineering principles. The program also incorporates experiential learning opportunities, such as site visits and exposure to cutting-edge technologies, ensuring that students are well-prepared for the dynamic challenges of the professional world. XPLOR bridges the gap between academia and industry, instilling practical skills and enhancing the overall educational journey.

Student Self Governance (SSG) is a cornerstone of the educational philosophy at Hyderabad Institute of Technology and Management, empowering students to actively shape their academic and co-curricular experiences. Through the formation of student councils and committees, students engage in decision-making processes related to various aspects of campus life. SSG emphasizes leadership development cultivating essential interpersonal and teamwork skills. By encouraging community engagement and social initiatives, SSG goes beyond traditional academics, instilling a sense of social responsibility and preparing students for leadership roles in their future careers.

<https://hitam.org/BEST PRACTICES/>

File Description	Documents
Best practices in the Institutional web site	No File Uploaded
Any other relevant information	View File

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

HITAM Toast Masters Club: Toastmasters International is a non-profit educational organization that teaches public speaking and leadership skills through a worldwide network of clubs. Headquartered in Englewood, Colo., the organization's membership exceeds 300,000 in more than 15,800 clubs in 149 countries. Since 1924, Toastmasters International has helped people from diverse backgrounds become more confident speakers, communicators, and leaders.

OBJECTIVE OF THE CLUB:

The fundamental objective of HITAM Toastmasters club in our college is to educate students through self-improvement and leadership training so that they may increase their confidence and usefulness in both academic and professional level.

Toastmasters is one of its kind public speaking and leadership club. It has a networking power that tends to infinity. As understood by members from across the globe they haven't found any practice that matches the standards of Toastmasters. The benefits such as corporate learning, networking, performing at different forums, leadership at international level, being able to attend formal and informal gatherings are some of the by-products apart from 100 such things to look forward to.

<https://hitam.org/DISTINCTIVE PRACTICE/>

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The institution ensures effective curriculum delivery through a meticulously planned and documented process. With both JNTUH affiliation and autonomous status, Hyderabad Institute of Technology and Management (HITAM) has implemented rigorous measures to enhance curriculum delivery and consequently, students' employability. HITAM has introduced new courses and updated existing ones to align with emerging trends and demands in the job market.

HITAM has established partnerships with industry leaders to provide students with hands-on experience through internships, projects, and industrial training programs. These collaborations offer students practical insights into real-world scenarios, enhancing their readiness for the workforce.

HITAM has established a systematic approach to curriculum development and delivery. Faculty members meticulously plan and document course objectives, outcomes, lesson plans, and teaching methodologies.

HITAM emphasizes the importance of course file readiness to support the teaching process. Faculty members are required to compile comprehensive course files containing essential components such as course objectives, outcomes, lesson plans, topic-level outcomes, assignment questions, solutions to previous question papers, and references/textbooks.

The Internal Quality Assurance Cell (IQAC) conducts periodic reviews, gathering student feedback on teaching methods. This input helps faculty address teaching gaps, enhancing delivery mechanisms and attending FDPs on Bloom's taxonomy.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://drive.google.com/drive/folders/16YsDmfTs-xxhFc92m-5fmqsvhu4F9QBD?usp=sharing

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

Hyderabad Institute of Technology and Management (HITAM), as an autonomous institution, diligently follows its academic calendar, which encompasses the conduct of Continuous Internal Evaluation (CIE). In line with its autonomy, HITAM has its regulations governing examinations, all of which are thoroughly documented and made available on the website.

The institution meticulously plans its academic year, incorporating schedules for both internal and external assessments. This calendar serves as a guide for faculty and students, ensuring adherence to deadlines and facilitating effective planning and preparation.

Prior to each examination period, HITAM releases detailed examination timetables to students. These timetables provide crucial information such as dates, times, and locations of examinations, enabling students to make necessary arrangements and prepare accordingly.

By adhering to its academic calendar and providing transparent regulations and examination schedules, HITAM demonstrates its commitment to academic integrity and student success. This structured approach helps create a conducive learning environment where students can focus on their studies with confidence and clarity.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://drive.google.com/drive/folders/1t-h4NtvvEHxyTNWXuoodyl8Fd7PQn6kr?usp=sharing

1.1.3 - Teachers of the Institution participate | A. All of the above

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

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

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

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

8

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

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

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

35

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

1539

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

1539

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

HITAM offers a comprehensive range of courses addressing sustainable environmental issues, including gender equality, human values, and professional ethics, to tackle the challenges of globalization. Through special lectures, activities, workshops, and seminars, the institution engages students actively in these areas. The curriculum emphasizes practical application, with non-credit subjects like Gender Sensitization and Environmental Studies enriching students' knowledge and fostering a sense of social responsibility.

Gender sensitization starts from day one, fostering a ragging-free environment supported by comprehensive surveillance. HITAM prioritizes empowering women, integrating gender equality values into the curriculum and offering equal opportunities in admissions, employment, and activities. Women empowerment initiatives include workshops, seminars, and leadership

development programs.

Human Values and Professional Ethics are core subjects, promoting holistic development and ethical conduct among students. Environmental sustainability is a key focus, with the program GCSP (Grand Challenges Scholars Program). Industrial visits and awareness campaigns further educate students on environmental issues, supported by initiatives like NSS and the Go Green Club.

HITAM's commitment to sustainability is underscored by being the first Indian campus certified as a Silver-Rated Green Building by LEEDS, US Green Building Council.

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

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

179

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

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

501

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	A. All of the above
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File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	View File

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website
---	---

File Description	Documents
Upload any additional information	View File
URL for feedback report	Nil

TEACHING-LEARNING AND EVALUATION**2.1 - Student Enrollment and Profile****2.1.1 - Enrolment Number Number of students admitted during the year**

2.1.1.1 - Number of sanctioned seats during the year**600**

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)**2.1.2.1 - Number of actual students admitted from the reserved categories during the year****541**

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

HITAM made teaching learning process more interesting by Learner centric methods such as group work, role play, project work, field visit, industrial visits, case study, debates, seminars, presentations etc., HITAM adopted to Cooperative, Collaborative, Project Based and Problem Based to accelerate the learning process.

Problem solving methodologies: Every student is being taught about the basic approach to solve any issues which he or she comes across. Problem solving techniques such as Problem identification, Defining the Goals, conducting Brainstorming sessions, identifying alternative solutions, choosing the right approach, applying the right technique to achieve the solutions and Evaluating the results before dissipation.

To support both advanced and slow learners, HITAM implements various programs. Proficiency tests assess incoming students' aptitude, while bridge courses bring freshmen and lateral entry students up to undergraduate standards in Physics, Chemistry,

Maths, and English. Remedial courses held on Saturdays aid slow learners through additional assignments and mentoring sessions.

Advanced learners benefit from challenging projects, technical engagements, participation in professional activities, and opportunities for leadership roles. They also access resources like NPTEL certifications, domain-specific training, and MOOC certifications, contributing to their academic and personal development.

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

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

Number of Students	Number of Teachers
2278	126

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The teacher's promote self-management knowledge, holistic development and skill formation by adopting student centric methods like experiential, participatory learning and problem-solving methodologies in their teaching learning process. The teaching method varies from person to person and from course to course. However there has been a paradigm shift in teaching from purely chalk and talk methods to adopting a judicious mix of lecture method and modern pedagogies. HITAM encourages and follows the student centric methods, such as experiential learning, participative learning and problem solving methodologies for enhancing the learning experiences of students to implement Outcome Based Education (OBE).

HITAM made teaching learning process more interesting by Learner centric methods such as group work, role play, project work,

field visit, industrial visits, case study, debates, seminars, presentations etc., HITAM adopted to Cooperative, Collaborative, Project Based and Problem Based to accelerate the learning process.

Problem solving methodologies: Every student is being taught about the basic approach to solve any issues which he or she comes across. Problem solving techniques such as Problem identification, Defining the Goals, conducting Brainstorming sessions, identifying alternative solutions, choosing the right approach, applying the right technique to achieve the solutions and Evaluating the results before dissipation.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	https://drive.google.com/drive/folders/1kB_rWOzBGC54HEpbw_xgou-zLkR-WwNpk?usp=sharing

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

In today's rapidly evolving corporate landscape, students must acquire proficiency in the latest technologies to be well-prepared for their future careers. Consequently, educators are blending technology with traditional teaching methods to foster long-term engagement and learning among students. The college recognizes the significance of Information and Communication Technology (ICT) in education and employs various tools to support, enhance, and optimize the delivery of education.

The institute utilizes an array of ICT tools, including projectors distributed across different classrooms and labs, desktops, and laptops in computer labs and faculty cabins, as well as strategically placed printers, photocopier machines, and scanners. Seminar halls are equipped with digital facilities, and there is a smart board on campus. Faculty use various pedagogies like Live coding, Student Presentations, e-poster presentations, virtual Labs and simulations for creating better learning experience to the students.

Online classes are conducted using platforms like Zoom, Google Meet and Google Classroom, while inter-college coding competitions are hosted on Hackathons. The college also leverages

MOOC platforms like NPTEL, Coursera, MOODLE, IONCUDOS and digital library resources such as DEL NET.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

116

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

126

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality /

D.Sc. / D.Litt. during the year (consider only highest degree for count)**2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year****31**

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

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)**2.4.3.1 - Total experience of full-time teachers****6**

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms**2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.**

At HITAM, the internal assessment mechanism is both transparent and robust, ensuring fairness and accuracy in evaluating student performance. The frequency and mode of assessment are carefully designed to align with academic standards and objectives.

Transparency is upheld through clear communication of assessment criteria and procedures to students. This includes outlining the weightage of each assessment component, such as assignments, quizzes, projects, or presentations.

The robustness of the assessment process is ensured through consistent monitoring and quality control measures. Assessments

are conducted at regular intervals throughout the academic term, providing multiple opportunities for students to demonstrate their understanding and skills. Furthermore, a variety of assessment methods are employed to assess different aspects of learning, catering to diverse learning styles and preferences.

The mode of assessment encompasses both traditional methods, such as written exams, and modern approaches, including online assessments or practical demonstrations. This ensures that students are evaluated comprehensively and holistically, taking into account their theoretical knowledge as well as practical application.

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

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

The institute has devised an efficient mechanism to deal with examination related grievances which transparent in the pattern and conduction of CIE and rectification of grievances is time bound. The college follows strictly the guidelines and rules issued by the affiliating university while conducting internals and semester-end examinations.

At Institute level, an examination committee, comprising of a Principal, Academic Director, Controller of Examination, Concerned is constituted to handle the issues regarding Examination related Grievances. The teacher distributes evaluated answer scripts to students, and any clarifications or grievances are addressed by the teacher within 1 day. The internal marks are displayed on the notice board. If any discrepancy is noticed by the students, the concerned teacher will resolve the discrepancy, and necessary corrections will be made. Parents are informed about their ward's performance through SMS and during PTM.

Within a time bound the Internal Assessment marks are entered in the University web portal, by student's login, students can individually view their performance in the University portal.

Re-Evaluation: Students can apply for re-evaluation of their answer scripts after declaration of results if they are not

satisfied with their results. The results of re-evaluation will be announced as per the university norms.

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

2.6 - Student Performance and Learning Outcomes

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

The institution ensures that teachers and students are well-informed about the Programme and course outcomes of all offered Programmes through a structured approach. Newly joined faculty undergo awareness sessions on the Outcome-Based Education (OBE) process, enabling them to align their teaching strategies with the desired outcomes. To further enhance their capabilities, all faculty members are required to complete OBE certification and the IIEECP (IUCEE Indo Universal Engineering Educator Certification Program). These certifications, offered by the IUCEE organization, equip faculty with best practices in OBE, innovative teaching methodologies, and effective classroom management.

The Teaching-Learning Center (TLC) plays a crucial role in maintaining quality standards by reviewing faculty lesson plans before the commencement of each semester. This review ensures alignment with the specified course outcomes and verifies the incorporation of appropriate Bloom's taxonomy levels. Through these measures, faculty members are empowered to deliver effective instruction that supports the achievement of Programme and course outcomes.

These initiatives collectively create an ecosystem where both faculty and students are aware of and actively work towards the stated outcomes, promoting a culture of academic excellence and continuous improvement. This ensures alignment with institutional goals and prepares students for future challenges effectively.

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

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

At HITAM, the evaluation of Program Outcomes (POs) and Course Outcomes (COs) is a fundamental aspect of the educational framework. POs assessment ensures graduates meet industry standards, evaluating their knowledge, skills, and attributes. Through various methods like examinations, projects, and internships, HITAM ensures graduates are well-equipped for professional challenges.

Similarly, COs evaluation measures the effectiveness of individual courses within programs. These predefined learning objectives are assessed through quizzes, assignments, and practical work, aligning each course with overall program goals. HITAM's assessment processes prioritize not only student performance but also continuous improvement.

At the culmination of each batch's graduation at HITAM, the institution conducts a comprehensive evaluation of Program Outcomes (POs). This evaluation serves as a critical checkpoint to assess the overall effectiveness of the educational programs offered. This systematic evaluation fosters a culture of excellence, driving continuous improvement in teaching and learning practices. By ensuring students meet POs and COs, HITAM prepares graduates to excel in their careers and make meaningful contributions to society. Attached sample Program Outcomes of Electrical and Electronics Engineering Department.

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

2.6.3 - Pass percentage of Students during the year

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

379

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<https://drive.google.com/drive/folders/110OsCj07LkrhwDCVddfyilVmFa-ctweE?usp=sharing>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

5512425

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

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

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year**6**

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	Nil

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year**3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year****25**

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

3.2 - Research Publications and Awards**3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year****3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year****183**

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

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

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

111

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

At HITAM, community development and social service are integral components of the educational experience. Through initiatives like the National Service Scheme (NSS) and collaborations with NGOs such as Arutla Foundation and Sahaya, as well as the For-a-Cause club, students are actively engaged in uplifting neighbouring villages and addressing social issues. The emphasis is not just on academic excellence but also on nurturing socially responsible citizens. HITAM's NSS unit organizes diverse community service activities, while students participate in programs like Unnath Bharath Abhiyan (UBA) to collect data from villages and identify key issues for targeted intervention. By immersing students in real-world scenarios and encouraging them to take an active role in finding solutions, HITAM is shaping individuals who are not only academically proficient but also compassionate contributors to society's well-being.

List of activities conducted for neighbourhood that impacted holistic development of the students are:

1. Grama Sabha in Kolanupak Village
2. Sanitary pads distribution- A social Initiative
3. Good Touch Bad Touch - School students (Vivekanada Talent High School, Gandimisamma)
4. NGO Interaction meet
5. Farm Visit to Sultanpur
6. Patriotic Run
7. Visit to Palle srujana for Problem Identification
8. Regional Meet

File Description	Documents
Paste link for additional information	https://drive.google.com/drive/folders/1tmCgRcUbidX5DIx78BULAVquN100gJq?usp=sharing
Upload any additional information	View File

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

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

11

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

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

17

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

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

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

1534

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

3.4 - Collaboration

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

108

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

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

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

18

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

Hyderabad Institute of Technology and Management (HITAM) provides a modern, technology-driven, and sustainable learning environment. The campus, designed with a green building concept, fosters a healthy and productive atmosphere, enhancing students' learning. HITAM's infrastructure includes 30 well-equipped classrooms, 33 specialized laboratories, and 4 drawing halls/auditoriums, all designed to support interactive teaching and practical learning. The central library offers a vast collection of books, e-journals, and research papers, along with a Book Bank Scheme for students.

In addition to academic spaces, HITAM features 4 conference halls, a dispensary for healthcare needs, and a dedicated Student Self-Governance Room. The institute's strong emphasis on student development is reflected in 4 Student Skill Development Centres and the NCC unit, which offer opportunities for leadership and personal growth.

The institute's IT infrastructure includes 689 desktop computers, 2 cloud-based AWS servers, and a 350 Mbps internet connection, supported by renewable energy solutions like solar panels and windmills generating 4 kW daily. HITAM also provides modern faculty rooms, counseling rooms, sports facilities, and hostel facility. With a focus on innovation, HITAM Innovation and

Incubation Centre (HIIC) promote entrepreneurship and supported for establishment of 5 start-ups that have received funding from the Government of India under various schemes.

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

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

The institution utilizes a lot of its resources to provide an environment to its students where they are encouraged to indulge in sports and extra-curricular activities. This ensures a holistic development and an all-rounded personality.

Students are trained in sports under the guidance of qualified and specialized Physical Directors. Every week one hour is allotted for the sports in the time-table thus enabling the students to pursue sports.

Regular training is provided to those students who show extraordinary skills in different sports. These students are selected through selection trials. They are trained and encouraged to participate in various levels of competitions including intra college events, inter-university events, national events and international events. Intra-college events are also organized by the college to encourage students to participate. Track suits and all sporting gear are provided to the students for major events.

A separate Yoga Hall and gymnasium are built and provided with all necessary equipment. qualified Yoga teacher conducts classes twice per week to both staff and students.

Students Affinity/Cultural clubs function and stage programs during the Annual College Functions are organised in Amphi Theatre

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

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

34

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

34

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

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

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

587.9

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

- Name of the ILMS software - ERP Library Management System
- Nature of automation (fully or partially) - Fully
- Year of subscription - 2018

The college library follows set norms of the competent authorities. First Library in Telangana having NDLI (National Digital Library of India) Club in association with IIT Kharagpur. HITAM has been awarded as best performer in Telangana state from NDLI and in top 10 NDLI clubs securing 2nd position in the country.

The library of the college has a total area of 4000 sq. ft. and has special designated areas for normal use as well as for reading. A total physical hardcopy 40, 865 volumes, e-books 10,664, 4987 titles, 36 print journals, approximately 911 e journals and approximately 500 rare books are available. Self-improvement books has been provided to faculty and Leadership that supports in professional development of staff.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	Nil
4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access to-e-resources	A. Any 4 or more of the above
File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

13.7

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

395

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

HITAM is committed to maintaining cutting-edge IT facilities to enhance the learning experience for students. Our Wi-Fi infrastructure is regularly updated to ensure a seamless and high-speed internet connection, currently boasting an impressive speed of 350 Mbps. As part of our commitment to staying technologically current, we prioritize the annual update and purchase of computers. This ensures that students have access to the latest technology, creating an environment conducive to learning and innovation.

IT Policy Overview : The Institute has an IT policy covering major areas such as Wi-Fi, cyber security, and software upgrades, which are updated as per institutional needs. HITAM continuously upgrades IT facilities in compliance with regulatory norms and

industry requirements. The institution provides 3 to 5% of the annual budget for IT upgrades, which are audited regularly to ensure transparency and accountability.

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

4.3.2 - Number of Computers

689

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

1086.3

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File
<p>4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.</p> <p>Hyderabad Institute of Technology and Management (HITAM) has well-established systems and procedures to maintain and utilize physical, academic, and support facilities effectively. Laboratories are managed systematically, with lab-in-charges maintaining inventory, conducting audits, and ensuring regular inspections, cleaning, and calibration of equipment. Fire safety measures are also in place.</p> <p>The library provides comprehensive support with a book bank scheme, e-resources, and access to online journals, ensuring efficient circulation and maintenance of materials. Classrooms are well-equipped with modern infrastructure, smart technology, and are maintained daily to create a conducive learning environment.</p> <p>Sports facilities, including gyms, indoor and outdoor fields, are managed by a dedicated committee that oversees procurement, maintenance, and activities. Students have designated sports hours and access to first aid. Computer facilities are regularly updated with advanced hardware, high-speed internet, and IT support for uninterrupted academic use.</p> <p>Administrative offices handle essential tasks efficiently, while hostels offer comfortable accommodations. Medical facilities, transport services, and emergency protocols are readily available to support student well-being.</p> <p>HITAM also prioritizes sustainability, innovation, and career development through green initiatives, research spaces, and a Career Development Cell that focuses on training, placements, and employability. These systems collectively enhance academic and holistic growth.</p>	

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

STUDENT SUPPORT AND PROGRESSION**5.1 - Student Support****5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year****5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year**

1161

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year**5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year**

273

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Data Template)	View File

<p>5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills</p>	<p>A. All of the above</p>
<p>File Description</p>	<p>Documents</p>
<p>Link to institutional website</p>	<p>https://drive.google.com/drive/folders/1Ws_g9T1680nSgde2QuaSqwRnj_TiWB8Jy?usp=sharing</p>
<p>Any additional information</p>	<p>No File Uploaded</p>
<p>Details of capability building and skills enhancement initiatives (Data Template)</p>	<p>View File</p>
<p>5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</p>	
<p>307</p>	
<p>5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</p>	
<p>307</p>	
<p>File Description</p>	<p>Documents</p>
<p>Any additional information</p>	<p>View File</p>
<p>Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)</p>	<p>View File</p>
<p>5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees</p>	<p>A. All of the above</p>

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

287

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

20

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

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

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations

(eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

32

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

12

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

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

Student's life at HITAM encompasses both the spaces where students spend time outside class and the activities where they develop new interests, make friends, and learn new skills. From the Class Room to the Play Ground, from Library to Society our students find numerous opportunities for individual and intellectual development. They get ample opportunities to involve and support the authorities in planning and implementing the curricular and Co-curricular activities, academic and administrative matters of the institution. HITAM formulated

various committees comprising of faculty and students together for the effective implementation of above activities. Apart from various committees we formed a Students Self-Governance committee (SSG) which will help the students to understand the functioning of an education system and also to contribute towards the overall development of HITAM.

At the broad, systemic level, student self-governance committee owns the honor where they derive authority to run the institution directly. Students are selected as leaders, and those student leaders are responsible for operating the college on a day per month and help in initiating policy revisions and other changes, and for making all decisions about disciplinary actions.

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

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

20

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

5.4 - Alumni Engagement

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

Alumni play a pivotal role in shaping the identity and success of an educational institution, and the Hyderabad Institute of Technology and Management (HITAM) recognizes this by considering its alumni as the brand of the institution. The relationship between the institute and its alumni is not merely transactional but is deeply rooted in a sense of shared pride and commitment.

One significant way in which HITAM alumni contribute to the development of the institution is through their active involvement in the conduction of events. Alumni bring valuable industry insights, experience, and networks, enhancing the quality and relevance of events organized by the institution. Their participation often results in a more comprehensive and practical approach to various activities, benefiting both current students and faculty.

Financial support from alumni is another crucial aspect of their contribution to HITAM. Many successful graduates, appreciative of the education they received, willingly invest back into the institution. This financial backing can be channelled into infrastructure development, scholarships, and other initiatives that directly impact the educational experience of current and future students. Such philanthropic gestures not only demonstrate gratitude but also foster a culture of giving back within the alumni community.

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

5.4.2 - Alumni contribution during the year (INR in Lakhs)	A. ? 5Lakhs
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File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

HITAM stands on the robust foundation of visionary strategic leadership, a testament to the forward-thinking guidance of Shri Prashanth Arutla, Chairman of the Royal Education Society and a distinguished alumnus of Harvard University (MBP Institution Management) and ISB (PGP MAX). The institution's governance model thrives on collective leadership, integrating the expertise of the Principal, Director, Deans, Heads of Departments, Leads, Accounts Officers, and HR professionals.

Structured committees, led by seasoned professors, oversee crucial aspects such as Internal Quality Assurance Cell (IQAC), Admissions, Examinations and Evaluation (EE), Research & Development (R&D), and Training and Placement (T&P). The Heads of Departments, in collaboration with the Teaching Learning Centre, meticulously design teaching methodologies, ensuring academic excellence across various courses.

Inclusivity is evident in the decision-making process, with teachers actively participating in the college council, bridging the gap between the institution and students. Their insights, shared during weekly department conferences, play a pivotal role in implementing necessary changes. HITAM's overarching goal is to mold technologically adept students, nurturing the right attitudes, skill sets, and knowledge for creativity and innovation. Aspiring for autonomy and the status of a distinguished university, HITAM remains dedicated to shaping the future leaders of tomorrow.

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

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

The institution embraces a culture of decentralized governance and transparent management in various spheres, involving key

stakeholders such as the Principal, Deans, Heads of Departments (HoDs), Leads, Coordinators, and Senior Faculty members. Recognizing the importance of appropriate delegation, the institution empowers all administrative committee members, enabling top management to focus on policymaking and significant decisions.

The Governing Body, comprising Management members, a university representative (JNTUH), an industry representative nominated by the Management, the College Principal (as member secretary), and two senior faculty members, collaboratively formulate a perspective plan for the medium and long term. This includes aspirations to achieve Technological University status in the long term. The Principal engages with HODs and Deans to align teaching-learning processes, research, and development with the outcomes of Governing Body meetings.

Upon approvals, the Principal and Heads of Departments gain the autonomy to make decisions related to governance, academics, and evaluation. Academic activities are initiated by department faculty in consultation with students and stakeholders, with the Academic Committee approving suitable plans.

Diverse committees, including Academics, Library, Sports, Canteen, Anti-ragging, Discipline, and Transport, are established with faculty conveners and student representatives.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

HITAM's strategic plan encompasses multifaceted initiatives to elevate its academic stature and foster holistic development. Prioritizing academic quality, the institution will introduce innovative teaching methods, invest in faculty development, and monitor key performance indicators such as faculty

qualifications, student-faculty ratio, and research output.

Strategic emphasis on research and innovation involves securing external funding, cultivating industry collaborations, and encouraging interdisciplinary projects. International partnerships with universities will provide global exposure for students and faculty, fostering a diverse learning environment.

A pivotal aspect of HITAM's strategy is to forge strong bonds with industries, providing students with practical experiences through industry-led projects and internships. The institution also commits to building state-of-the-art infrastructure and enhancing campus facilities to create a world-class learning environment. Student-focused initiatives include dedicated efforts for high-quality placements through industry partnerships, career development services, and alumni engagement. The admissions process will prioritize talent, diversity, and inclusivity, supported by scholarships to ensure equal educational access.

Lastly, HITAM aims for accreditations and rankings, targeting NAAC A++, improved NBA scores, and recognition in ARIIA and NIRF rankings. This comprehensive strategic plan aligns with HITAM's vision of becoming an academic powerhouse with a global footprint, dedicated to shaping well-rounded, industry-ready graduates.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://hitam.org/Strategic_Plan/
Upload any additional information	View File

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

The institute has established specific bodies and committees to ensure effective functioning and the attainment of predefined goals. Among these are the Governing Body, Academic Committee, and Internal Quality Assurance Cell (IQAC), each serving distinct roles in formulating guidelines and monitoring the institution's operations. The Governing Body holds authority over financial, administrative, and quality measures, with the Chairman,

Principal, and academic heads responsible for implementing its decisions.

The administrative structure adheres to the organization chart provided in additional information. The Principal, acting as the liaison between Management, Staff, and Students, executes the policies and decisions of the Governing Body. Deans and Leads, in areas like academics, accreditation, research and development (R&D), career development, and student skill development, work towards realizing the institute's vision and mission with support from the Principal and Chairman. Department Heads (HODs) are accountable for departmental functioning in line with college policies.

Various committees contribute significantly to the institution's policy framework and direction. They aid in evaluating, monitoring, and recommending measures aligned with the institution's quality policy. Service rules, procedures, recruitment, and promotional policies adhere to guidelines from affiliating universities, AICTE, and UGC, approved by the Governing Body.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	https://hitam.org/Organogram/
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The institution places a strong emphasis on the well-being and motivation of its teaching and non-teaching staff through a comprehensive array of welfare measures. To foster active engagement, the College Management implements statutory welfare measures, addressing both monetary and non-monetary aspects for personal and professional growth. Noteworthy initiatives include a Group Insurance scheme, free transport, uniforms for support staff, subsidized canteen facilities, and access to medical services through an MoU with Neelima Hospitals, Hyderabad. Employees benefit from interest-free loans, publication incentives for research contributions in national or international conferences and journals, and additional incentives for attending workshops and seminars. The institution further supports faculty pursuing higher studies or research through sponsorships, either in financial assistance or leaves. Special provisions, such as leave for staff marriages, special medical leave in exigent cases, and yoga training, contribute to a comprehensive and supportive welfare framework, ensuring the satisfaction and well-being of the staff members.

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

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

6.3.2.1 - Number of teachers provided with financial support to attend

conferences/workshops and towards membership fee of professional bodies during the year**82**

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year**6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year****12**

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)**6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year****83**

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

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

HITAM ensures a systematic onboarding process for all employees, providing induction training conducted by the HR Representative to familiarize them with their roles and responsibilities. Each employee is assigned Key Result Areas (KRAs), with Key Performance Indicators (KPIs) serving as performance targets. The institution employs a formal assessment approach, known as the "Annual Performance Appraisal system, to evaluate both Teaching and Non-Teaching faculty. Department heads assess faculty contributions based on student results, publications, conference participation, organized activities, and administrative duties. The standardized Performance Management System (PMS) facilitates this process, detailed in the additional information. Faculty submit results and supporting evidence to their HOD, who evaluates and forwards the appraisal to the HR Representative. Any discrepancies can be addressed by faculty, and HR ensures timely completion with necessary documentation. The Principal recommends increments in line with AICTE guidelines, and management approves and sanctions annual increments. Performance Appraisal results also influence faculty promotions, considering suitability. Non- teaching staff are evaluated based on work achievements, qualifications, and adaptability to technological changes. Employees dissatisfied with institutional decisions can raise grievances, which will be duly addressed by the institution. The entire Performance Appraisal System is integral to fostering a culture of continuous improvement and professional development at HITAM.

File Description	Documents
Paste link for additional information	https://drive.google.com/drive/folders/19N0T6hpgZG5_SJFMuQ0aFuzDK70gPS-?usp=sharing
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

The Accounts department undertakes the crucial task of budget estimation by gathering data on both recurring and non-recurring expenses at departmental and institutional levels. Prior to each academic year, comprehensive budget meetings are conducted, ensuring timely preparation. Faculty and lab in charges provide input for equipment procurement, accounting for curriculum changes or obsolescence, along with allocating funds for equipment maintenance for upcoming semesters. Department Heads convene with faculty to outline planned activities for the academic year, establishing budgetary needs.

Following this, the accounts Department consolidates departmental budget requirements, presenting them to the administrative committee. This committee, comprising Heads of Departments, Coordinators, Administrative Officers, Librarians, HR representatives, and others, refines the budget through collaborative discussions.

Upon approval, departments can utilize the sanctioned budget for proposed activities, adhering to procedural guidelines. The Accounts department manages expenditure, collecting necessary bills and ensuring compliance. Internal auditing, conducted by the Internal Finance Committee, scrutinizes budget proposals, receipts, and vouchers, recommending improvements where needed. External auditing, performed by a registered firm as mandated by tax regulations, provides valuable insights for effective budget planning and implementation.

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

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

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

772906

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

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

Mobilization of Funds:

The major source of revenue for the college is the Annual fee collected from students. The Telangana govt regulates fee to be collected from the students. It is fixed by Telangana Admission and Fee Regulatory Committee (TAFRC). The tuition fees for Economically weaker Sections (EWS) and students of backward and SC/ST are financed through scholarships from Telangana state government.

The other sources of income are:

1. Transport fees.
2. Admission fees.
3. Application Fees.
5. Examination Fees.

6. TCS-ION: The College lends its infrastructure for external agencies like TCS-ION for conducting exams e.g. RRB Exam, GATE, CAT, JIPMER and TSPSC.

7. Contribution from Government and Non-Government Organizations

8. Contribution from Alumni

9. Funds are also mobilized through consultancy and philanthropic contribution.

Strategies for optimal utilization of financial resources:

During the budget preparation in the institution, all the HoD's and various section heads are requested to provide the annual budget requirements keeping in view of development and updating of laboratories, computing facilities, library, teaching-learning process, training, extension activities, software etc for approval of governing body.

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

6.5 - Internal Quality Assurance System

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

HITAM established its Internal Quality Assurance Cell (IQAC) in 2015, tasked with overseeing various activities aimed at enhancing all facets of the institute's operations.

- Enhancing the quality of teaching and research through consistent feedback from students, ensuring that inputs reach all stakeholders regularly.
- Contributing insights to enhance administrative practices, promoting efficient resource allocation, and improving services for students and staff by advocating for best practices.
- Offering recommendations for both Academic and Administrative Audits, along with analysing results to identify areas of weakness and suggesting strategies for improvement.

The IQAC also undertakes the preparation, evaluation, and recommendation of the following items for approval by the appropriate Institute and government regulatory bodies:

- (a) Annual Quality Assurance Report (AQAR)
- (b) Self-Study Reports required by different accreditation bodies such as NAAC, NIRF, and NBA
- (c) Quality enhancement initiatives implemented within the institution

File Description	Documents
Paste link for additional information	https://drive.google.com/drive/folders/1m_kcG5jlQ-ETprivQT9nSGThTj2HE7H4?usp=sharing
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The IQAC committee periodically reviews teaching learning process and other quality parameters of institute and suggests the necessary reforms to be undertaken towards continuous improvement.

The two examples of institutional reviews and implementation of teaching learning reforms facilitated by the IQAC.

Initiative 1: TLP - Faculty Conclave

IQAC focuses on TLP has helped in maintaining transparency by adopting new techniques in teaching, meticulous evaluation, setting question paper following blooms taxonomy so as to achieve & attain course level objectives & outcomes; program level objectives & outcomes.

Faculty conclave is a half yearly event at HITAM to showcase the best pedagogies implemented by the faculty. All the faculty are asked to make a presentation for 10 minutes at the end of semester to share the best experiences in terms of implementation of innovative pedagogies.

Initiative 2: Lesson plan presentations

IQAC supports departments in organizing Lesson plan presentations before starting of the semester. Faculty should present the plan of executing syllabus in the predefined format given by IQAC with innovative pedagogies for better learning of the students.

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

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

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://hitam.org/igac/
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES**7.1 - Institutional Values and Social Responsibilities**

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Hyderabad Institute of Technology and Management strives to work on women empowerment through training programs and support in employment through the various initiatives/activities. Also in

HITAM 30% of the faculty are women who were educated in terms of health through yoga, Psychology sessions, Leadership skills and various sports activities through women empowerment cell. Women at HITAM are given with facilities to pursue higher education and are placed in various leaderships positions and empowered. HITAM also received AICTE Lilavati Award 2020 & 2021 under the theme Women Empowerment.

The Institution manages every activity and moment through CCTV surveillance, and precautions have been initiated in the campus, canteen, and library, parking slots, sports area to monitor the moment of students and ensure safety of the students. The Women protection committee of the institution take care of all grievances related to gender safety and security. Special counselling facility by HITAM Phycologist and also by inviting experts from outside through Career Development Centre (CDC).

HITAM has well equipped common room is provided for female students where they can rest for a while in their stressful time. Electric Sanitary Pad Disposal Machine is installed in the girls common room.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://drive.google.com/drive/folders/1ixTwBhSs1IMdyndynpC_UieBCIjBTGKv?usp=sharing

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/power efficient equipment	A. 4 or All of the above
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File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of

degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Solid waste management:

Inspired by Swatch Bharat Mission, Twin-Bin system is being used in the Institute to segregate recyclable and biodegradable waste. The institution takes all measures required to ensure that the campus is free of plastic items and other wastes that harm the environment. Segregation of waste from the dustbins is done in other strategic locations, thus maintaining the Campus and keeping it clean and green. Professional contractors collect the recyclable waste and biodegradable waste. Chemical and hazardous waste from laboratories are disposed as per MSDS. This waste is collected and disposed through a certified third party.

E-Waste Management:

- All Electronic waste CPU's, Hard disks, Laboratory Equipment scrap is sent to the market either for repair or returned to the suppliers for disposal as per the manufacturer's policy..

Liquid Waste Management:

At our campus, we treat wastewater through Sedimentation. The Sewage water from the entire campus is received through the underground pipe lines. The treated water is used as natural organic compost for gardening.

Sewage Treatment Plant (STP) of 5000 L/day capacity is in use in the Institution campus. The treated water is used for flushing and gardening purpose.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	Nil
Any other relevant information	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting **A. Any 4 or all of the above**

Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:	A. Any 4 or All of the above
<ol style="list-style-type: none"> 1. Restricted entry of automobiles 2. Use of Bicycles/ Battery powered vehicles 3. Pedestrian Friendly pathways 4. Ban on use of Plastic 5. Landscaping with trees and plants 	

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following	A. Any 4 or all of the above
<ol style="list-style-type: none"> 1. Green audit 2. Energy audit 3. Environment audit 4. Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities 	

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	View File
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	A. Any 4 or all of the above
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File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

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

The Hyderabad Institute of Technology and Management (HITAM) has taken significant strides in creating an inclusive environment that embraces diversity across various dimensions. Notably, the institute's commitment to fostering religious diversity is evident through its hosting of Iftar celebrations. By organizing
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events during the month of Ramadan where individuals of different faiths can come together and partake in the breaking of the fast.

In addition to religious inclusivity, the institute places a strong emphasis on team-building and staff well-being. The annual outing for staff is a commendable initiative that goes beyond the academic realm, promoting a positive work environment.

Furthermore, the celebration of Traditional Day at HITAM is a testament to the institute's dedication to recognizing and appreciating the diverse cultural backgrounds of its community. Allowing students and staff to express their identity through traditional attire and customs fosters an environment of mutual respect and understanding, strengthening the fabric of the institute's inclusive culture. The institute's commitment to local cultural heritage is also evident in the organization of the Traditional Fest of Telangana.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

We believe in giving holistic all round education to the students. And sensitizing students on our constitutional rights, values, duties and responsibilities is one of the primary education given at the institute through various means.

Sensitization of students and employees of the Institution to the constitutional obligations is done through curriculum as well as through extra-curricular activities. Also, all students take a course on Environment studies in their first year which gives them insight into environment acts, wildlife protection act, forest act, global environmental concerns etc.

In addition to this many regular programs also seminars and workshops are conducted on days of national importance on various rights, duties and responsibilities of citizens. Seminars on

topics like Right to Information, sexual harassment are conducted periodically. In Right to Information seminar, various sections and categories of the act are explained.

NSS unit of the institution conducts a cleanliness drive to mark the occasion of Swachh Bharat Abhiyan in the college campus as well as in the nearby village area.

File Description	Documents
Details of activities that inculcate values; necessary to render students into responsible citizens	View File
Any other relevant information	No File Uploaded

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website. There is a committee to monitor adherence to the Code of Conduct. Institution organizes professional ethics programmes for students, teachers, administrators and other staff. 4. Annual awareness programmes on Code of Conduct are organized

A. All of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

At HITAM, we fervently celebrate significant national events to raise awareness of our nation's rich cultural heritage. We

regularly commemorate both national and international commemorative days, fostering a deep appreciation for diverse cultures and global milestones. Each occasion brings together our dedicated staff members and enthusiastic students, uniting the entire college in vibrant celebrations.

The observance of cultural and constitutional festivals is deeply ingrained in our college's co-curricular activities, reflecting our commitment to holistic education. Throughout the academic session, students actively participate in the celebration of various days under the guidance of their teachers. These celebrations serve as invaluable opportunities for students to explore and embrace different cultures, fostering a broader understanding of India as a diverse and vibrant nation.

At HITAM, we believe in the power of celebration to educate, inspire, and unite. Through our collective efforts, we strive to cultivate a campus environment where cultural diversity is celebrated and cherished, enriching the educational experience for all.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

XPLOR at Hyderabad Institute of Technology and Management serves as an innovative educational initiative, enriching students' learning experiences in the field of engineering. Through strategic partnerships with industries, the program offers students a unique opportunity to apply theoretical knowledge to real-world scenarios. Components of XPLOR include immersive internships, expert-led workshops, and project-based learning, fostering a deeper understanding of engineering principles. The program also incorporates experiential learning opportunities, such as site visits and exposure to cutting-edge technologies,

ensuring that students are well-prepared for the dynamic challenges of the professional world. XPOLORE bridges the gap between academia and industry, instilling practical skills and enhancing the overall educational journey.

Student Self Governance (SSG) is a cornerstone of the educational philosophy at Hyderabad Institute of Technology and Management, empowering students to actively shape their academic and co-curricular experiences. Through the formation of student councils and committees, students engage in decision-making processes related to various aspects of campus life. SSG emphasizes leadership development cultivating essential interpersonal and teamwork skills. By encouraging community engagement and social initiatives, SSG goes beyond traditional academics, instilling a sense of social responsibility and preparing students for leadership roles in their future careers.

<https://hitam.org/BEST PRACTICES/>

File Description	Documents
Best practices in the Institutional web site	No File Uploaded
Any other relevant information	View File

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

HITAM Toast Masters Club: Toastmasters International is a non-profit educational organization that teaches public speaking and leadership skills through a worldwide network of clubs. Headquartered in Englewood, Colo., the organization's membership exceeds 300,000 in more than 15,800 clubs in 149 countries. Since 1924, Toastmasters International has helped people from diverse backgrounds become more confident speakers, communicators, and leaders.

OBJECTIVE OF THE CLUB:

The fundamental objective of HITAM Toastmasters club in our college is to educate students through self-improvement and leadership training so that they may increase their confidence and usefulness in both academic and professional level.

Toastmasters is one of its kind public speaking and leadership

club. It has a networking power that tends to infinity. As understood by members from across the globe they haven't found any practice that matches the standards of Toastmasters. The benefits such as corporate learning, networking, performing at different forums, leadership at international level, being able to attend formal and informal gatherings are some of the by-products apart from 100 such things to look forward to.

<https://hitam.org/DISTINCTIVE PRACTICE/>

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

7.3.2 - Plan of action for the next academic year

- 1) To Initiate Integrated Program(3+1+1) at HITAM
- 2) 100% Implementation of Problem Based Learning by all the faculty
- 3) To be in NIRF Band
- 4) Improve Academic Excellence in the Institute
- 5) Readiness for NBA and NAAC Inspections