Yearly Status Report - 2019-2020

Part A	
Data of the Institution	
1. Name of the Institution	**HERITAGE INSTITUTE OF TECHNOLOGY (AUTONOMOUS)**
Name of the head of the Institution	**Prof. (Dr.) Pranay Chaudhuri**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**03366270622**
Mobile no.	**9830014571**
Registered Email	**principal@heritageit.edu**
Alternate Email	**admin@heritageit.edu**
Address	**994 Madurdaha, Chowbaga Road, Anandapur, P.O.- East Kolkata Township, Kolkata-700107**
City/Town	**Kolkata**
State/UT	**West Bengal**

Pincode	**700107**

2. Institutional Status

Autonomous Status (Provide date of Conformant of Autonomous Status)	**21-Jul-2014**
Type of Institution	**Co-education**
Location	**Urban**
Financial Status	**private**
Name of the IQAC co-ordinator/Director	**Prof. (Dr.) Dinabandhu Bhandari**
Phone no/Alternate Phone no.	**03366270681**
Mobile no.	**9830770921**
Registered Email	**dinabandhu.bhandari@heritageit.edu**
Alternate Email	**admin@heritageit.edu**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://www.heritageit.edu/AQARAndIQACpdf/AQAR_HITK_2018_2019_1.pdf

4. Whether Academic Calendar prepared during the year

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	https://www.heritageit.edu/PDF/AcademicCalendar2020.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**B++**	**2.76**	**2017**	**22-Feb-2017**	**21-Feb-2022**

6. Date of Establishment of IQAC	**18-Feb-2016**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture

Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
No Data Entered/Not Applicable!!!		
View File		

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
View File				

9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	**4**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**

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

No Data Entered/Not Applicable!!!

View File

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

Plan of Action	Achivements/Outcomes
No Data Entered/Not Applicable!!!	
View File	

14. Whether AQAR was placed before statutory body ?	**Yes**

Name of Statutory Body	Meeting Date
Name of the Statutory Body: Academic Council	**30-Sep-2020**

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	**No**
16. Whether institutional data submitted to AISHE:	**Yes**
Year of Submission	**2020**
Date of Submission	**13-Mar-2020**
17. Does the Institution have Management Information System ?	**Yes**
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	**The following functions have been implemented through ERP: • Student Attendance • Faculty / Staff Attendance and Leave Management • Library Facilities • Infrastructure Maintenance Request Tracking and Management • Filling up of Examination Forms, Fees Payment, Issuance of Admit Card and publications of results**

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Design and Development

1.1.1 – Programmes for which syllabus revision was carried out during the Academic year

Name of Programme	Programme Code	Programme Specialization	Date of Revision
No Data Entered/Not Applicable !!!			
View File			

1.1.2 – Programmes/ courses focussed on employability/ entrepreneurship/ skill development during the Academic year

Programme with Code	Programme Specialization	Date of Introduction	Course with Code	Date of Introduction
No Data Entered/Not Applicable !!!				
View File				

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the Academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		

No file uploaded.

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

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BTech	B.Tech in Computer Science and Business System	01/07/2020

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
No Data Entered/Not Applicable !!!		
[View File](#)		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
No Data Entered/Not Applicable !!!		
[View File](#)		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained
The Institute has specific mechanism for receiving feedback from different stakeholders. Feedback system from the students: An online feedback system as per the guidelines of the Institute is conducted with participation of students. Feedback system from the Members of Faculty: Each of the Members Faculty has to appear for an open session with the Principal and the Management separately. Various aspects including the students' feedback, academic performance, interest of Members of Faculty in the area of research, publication, administrative activities, problem solving aptitude towards the industries, commitment towards the society are being assessed from this open session. Feedback system from the Employers: The Institute collects feedback from the employers of different industries on a regular basis. Feedback so received is being analyzed and the students are being trained as per industry need. Feedback from Alumni: Recommendations received from the Alumni Annual Meet on various aspects of infrastructural facilities and curriculum part of the Institute are being discussed by the appropriate authority and necessary measures being adopted. Feedback from Parents: Degree Awarding Departments collect feedback from parents of concerned students and necessary action is being taken accordingly.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
No Data Entered/Not Applicable !!!				
View File				

2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	882	109	221	30	15

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
218	218	4	52	45	3
No file uploaded.					
No file uploaded.					

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

In all the departments, faculty mentors are assigned to individual students who monitor the performance of students under their mentorship. Problems related to academic performance are reported to the concerned faculties and/or to the HOD and due support are extended to the respective students. Problems related to any continued absenteeism are reported to the respective parents as well. Class room teaching whereby the teacher is typically the central focus of a lesson and the primary disseminator of information during the class period. The teacher responds to questions while students interact directly with the teacher for guidance and feedback. Here individual lessons are focused on an explanation of content utilizing a lecture style. Flipped class room method, a learner centered model in which class time explores topics in greater depth and creates meaningful learning opportunities. This type of active collaborative learning allow for highly differentiated instruction.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
991	266	1:30

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
266	266	Nill	55	110

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	Prof. (Dr.) Sangeeta Bhattacharya	Assistant Professor	Adjudged the following two IIChE Awards for the Year 2019: for the technical paper published in Indian Chemical Engineer in its issues for 2018. i) Sisir Kumar Mitra Memorial Award for the Second Best Technical Paper and ii) IIChE NRC Award

No file uploaded.

2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
No Data Entered/Not Applicable !!!			
View File				

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

Number of complaints or grievances about evaluation	Total number of students appeared in the examination	Percentage
Nill	8326	0

2.6 – Student Performance and Learning Outcomes

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

http://www.heritageit.edu/Programmes.aspx

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
No Data Entered/Not Applicable !!!					
View File					

2.7 – Student Satisfaction Survey

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

No Data Entered/Not Applicable !!!

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Promotion of Research and Facilities

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

No
No file uploaded.

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

Type	Name of the teacher awarded the fellowship	Name of the award	Date of award	Awarding agency
National	0	0	30/06/2019	0
No file uploaded.				

3.2 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
No Data Entered/Not Applicable !!!				
View File				

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

0.02

3.3 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
No Data Entered/Not Applicable !!!		
View File		

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
View File				

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
One	Mindspace Ventures (Free Flow)	Heritage Institute of Technology	0	0	30/06/2019
No file uploaded.					

3.4 – Research Publications and Awards

3.4.1 – Ph. Ds awarded during the year

Name of the Department	Number of PhD's Awarded
No Data Entered/Not Applicable !!!	

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

Type	Department	Number of Publication	Average Impact Factor (if any)
No Data Entered/Not Applicable !!!			

View File

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

Department	Number of Publication
No Data Entered/Not Applicable !!!	

View File

3.4.4 – Patents published/awarded during the year

Patent Details	Patent status	Patent Number	Date of Award
No Data Entered/Not Applicable !!!			

View File

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						

View File

3.4.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						

View File

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

Number of Faculty	International	National	State	Local
No Data Entered/Not Applicable !!!				

View File

3.5 – Consultancy

3.5.1 – Revenue generated from Consultancy during the year

Name of the Consultan(s) department	Name of consultancy project	Consulting/Sponsoring Agency	Revenue generated (amount in rupees)
ECE	Physical IP Development – Circuit Design and Memory Development	DXCorr Hardware Technologies Pvt. Ltd.	1192000

No file uploaded.

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

Name of the Consultan(s) department	Title of the programme	Agency seeking / training	Revenue generated (amount in rupees)	Number of trainees
0	0	0	0	0
No file uploaded.				

3.6 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
No Data Entered/Not Applicable !!!			
View File			

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
No Data Entered/Not Applicable !!!			
View File			

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
No Data Entered/Not Applicable !!!				
View File				

3.7 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
No Data Entered/Not Applicable !!!			
View File			

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!					
View File					

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
No Data Entered/Not Applicable !!!			
View File			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
60	54.15

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
No Data Entered/Not Applicable !!!	
View File	

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
LIBSYS	Fully	LSEase	2016

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
e-Books	4500	Nill	Nill	Nill	4500	Nill
No file uploaded.						

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
0	0	0	30/06/2019
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	1071	27	1071	1	2	19	13	100	0
Added	0	0	0	0	0	0	0	0	0

Total	1071	27	1071	1	2	19	13	100	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

100 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
No Data Entered/Not Applicable !!!	

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
125	12753000	120	11274000

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

Nill
https://www.heritageit.edu

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	WBFS	78	2336400
Financial Support from Other Sources			
a) National	National Scholarship	55	165000
b)International	zero	Nill	0
No file uploaded.			

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

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Mentoring	31/07/2019	4181	All Departments
Extra classes for lateral entry students	13/09/2019	119	All Departments
No file uploaded.			

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

Year	Name of the	Number of	Number of	Number of	Number of

scheme	benefited students for competitive examination	benefited students by career counseling activities	students who have passedin the comp. exam	studentsp placed
No Data Entered/Not Applicable !!!				
No file uploaded.				

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
1	**1**	**20**

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
65	**1151**	**560**	**28**	**650**	**73**
No file uploaded.					

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2019	**62**	**Engineering**	**B.Tech.**	**IIT,IIM, Foreign Inst**	**Masters Degree**
No file uploaded.					

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

Items	Number of students selected/ qualifying
GATE	**110**
CAT	**27**
GRE	**15**
TOFEL	**2**
No file uploaded.	

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

Activity	Level	Number of Participants
No Data Entered/Not Applicable !!!		
[View File]()		

5.3 – Student Participation and Activities

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

Year	Name of the	National/	Number of	Number of	Student ID	Name of the

award/medal	Internaional	awards for Sports	awards for Cultural	number	student
No Data Entered/Not Applicable !!!					

View File

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

Students' Council create a conducive environment for teaching learning process and overall development of the students. All the activities related to Students' Council are being conducted through various club activities headed by Faculty In Charge.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

https://heritageit.almaconnect.com/

5.4.2 – No. of registered Alumni:

10498

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

1049800

5.4.4 – Meetings/activities organized by Alumni Association :

Quarterly

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

Each degree awarding department has a Departmental Academic Committee (DAC) consisting of the faculties of the respective departments. The DAC is delegated to take all the academic and other department related decisions. All academic decisions of the DAC are placed before the departmental Board of Studies (BOS) that includes external experts from academia and industry. The decisions of the BOS of each department are then presented to the Academic Council which makes final recommendations for approval by the Board of Governors (BOG). • Members of Faculty are nominated as members in various Committees / Bodies and allowed to recommend their suggestions / proposals for various academic and administrative activities of the Institute to showcase their abilities. They are encouraged to develop leadership skills by being in charge of various academic, cocurricular, and extracurricular activities. They are given authority to conduct industrial tours and to have tie up with industry experts and appointed as coordinator and convener for organizing seminars/workshops/conferences/FDPs.

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

Partial

6.2 – Strategy Development and Deployment

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

Strategy Type	Details

Teaching and Learning	• The strategy on improving the quality of teaching has been started by prioritizing the need to continue to improve students' attendance and their ability to access the curriculum. To help bring about these improvements, the institute has initiated mentor system comprising of teachers in charge and senior students who keep constant touch with fresher. The actions the Institute has adopted to improve the quality of teaching and learning include: Revisiting the exiting teaching and learning strategy, with a clear focus on creating independent and resilient learners • Integrating all skills strategies to sustain the development of skills across the curriculum • Introducing home assignment and class room quiz • Redefining marking and feedback practice • Employing best possible teachers for working towards consistently outstanding teaching by sharing best practice, challenging and supporting staff • Introducing evaluation of teachers' performance ability through learners' feedback at the end of the semester. • Appropriate guidelines have been inducted in conducting online classes during the COVID pandemic.
Examination and Evaluation	The Institute having been an autonomous status, focused its strategy on continuous improvement in its examination process. Smooth conduct of examination with maximum attention on its clarity and validity are the main objectives of the Institutional examination arena. The Rules and Regulations and structure are being framed as per the guidelines of the competent authorities. ? The actions the Institute has adopted for quality examination, evaluation system include: • The Institute has its own Statutes, Rules and Regulations in place. • Two paper setters submits two sets of question papers which are moderated by the external expert moderator to maintain the quality standard. • Since the Institute follows continuous evaluation system students have to appear two internal assessment tests in each semester. These examinations are also conducted by the respective Section. • The Institute conducts examination on a semester basis as per

	the Examination Rules laid down in Statutes, Rules and Regulations. • Special Supplementary Examination for the 1st and final years students have been introduced for their academic benefits. • Conduction of examination and publishing results are strictly followed as per the Academic Calendar. • Online facilities are provided to students for submitting examination forms, fees, downloading admit card, grade cards and provisional certificate at the end of the course.
Research and Development	The Institute has adopted as a strategy the combined and unceasing efforts of everyone¬ researchers, teachers and technical staffs to make changes that will lead to better patent outcome, better system performance, and better professional development. All these three goals have been focused with equal weight age. Quality improvement is achieved through a variety of methods which include systematic reviews, controlled trials, case reports, and hybrid quantitative/qualitative reports. These different methods have different strengths. Rigorous evaluations of the research outcome is assessed by the Institute by emphasizing a diagnostic process that first identifies barriers, then addresses the most important barriers with specific interventions, and, finally, evaluates the effects of the different interventions through rigorous evaluation designs. In each year in recognition of commendable research the institute offers awards to concerned faculty members. The Institute as a strategy encourages research partnerships with various stakeholders, such as industry institute collaboration, researcher of educational institute of national importance, and implementers. The Institute strongly feels that such partnerships are necessary in order to understand what types of knowledge are needed and how that knowledge can best be developed.
Library, ICT and Physical Infrastructure / Instrumentation	The Library is well equipped with standard text and reference books. Students avail the facilities of borrowing one text books on each subject for the semester long time. The Library housed in a well spacious room

	where students can sit and read reference books and journals. Members of Faculty can also avail of the facility of borrowing books as well as get the access of research journals for their RD activities. E-journals and E-books related to Engineering Technology are received through IEEE (ASPP). Besides the Institute also subscribes for NPTEL, a joint initiative of IITs and IISc Bangalore funded by MHRD, GOI. All departments are equipped with their own computer facilities with sufficient number of computers. The entire campus is WiFi connected for 24 hours net surfing and online study. All students are provided with unique email id for having any time access to Institute related information. Each department of the Institute are having sufficient number of classrooms, laboratories, tutorial rooms, workshops, seminar halls as per the norms laid down by the regulatory bodies. Laboratories and workshop are well equipped with working instruments and equipments as per the specified syllabus. Institute posses licensed softwares, viz., Fluent, MatLab, QualComm, Cadence, Mentor Graphics, Xilinx Vivado, Synopsis TCAT etc. Online facilities are being created for submission of semester fees.
Human Resource Management	This is managed as per the Service Rules of the Institute. Selection norms of Members of Faculty and Staff are guided by the Rules of affiliating University. Members of Faculty are encouraged to participate in Faculty Development Programmes for improving their teaching quality. Faculty members on Ph.D. track are allowed leave as per the Institute Rule to carry out the research work at educational institutes of repute.
Industry Interaction / Collaboration	Academic curricula and syllabi are supplemented keeping in view the requirements of industry by regular interactive workshops, seminars and shortterm courses with active participation of academic and industry. Close connectivity with industries like TCS, EFRAC, Vikram Solar, M/s. Sankalp Semiconductor, Emami Cement, Star Cement etc. to name a few helps the students to get a first hand feel of the industry environment during their

	course of studies. M.Tech. project of Energy Engineering course under the Department of Chemical Engineering is carried out at Vikram Solar. The Institute has MOU with different industries to strengthen its research activities and industry readiness of the students.
Admission of Students	Admission of students are guided by the Government Order issued by the Department of Higher Education, Govt. of West Bengal. 80 seats are being filled up by WBJEE candidates, 10 by JEE Mains and the rest under Management Quota for candidates qualified through WBJEE / JEE Mains examination. Lateral Entry of Diploma holders and B.Sc. degree holders admitted through JELET conducted by WBJEE Board in the 2nd year with an additional intake of 10 of the approved intake.
Curriculum Development	Revision of course structures following AICTE guidelines for B.Tech. and M.Tech. programmes The Institute adopted Choice based free elective subjects for the B.Tech. students. Based on topographical consideration elective papers are offered to the B.Tech. students.

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

E-governace area	Details
Planning and Development	ERP system for managing and tracking administration and maintenance activities.
Administration	• Employees HR related information are being managed through an MIS software. • Procurement of different goods and services are being carried out with the help of an MIS software
Finance and Accounts	• Accounting functions of the Institute are being managed through a accounts related software.
Student Admission and Support	• The Institute has a system to record students information in the students database at the time of admission in UG PG courses and various data analysis are being conducted based on the same.
Examination	• Examination Form Fillup, Fees Payment, issuance of Admit Card and publication of results.

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
No Data Entered/Not Applicable !!!				
View File				

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	zero	zero	01/07/2019	30/06/2020	Nill	Nill
No file uploaded.						

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
No Data Entered/Not Applicable !!!				
View File				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
221	221	166	166

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
PF, ESI, Gratuity, Leave (CL, EL, ML, Maternity Leave), On Duty Leave, Bus Pickup / Drop, Canteen, Library	PF, ESI, Gratuity, Leave (CL, EL, ML, Maternity Leave), On Duty Leave, Bus Pickup / Drop, Canteen, Library	Scholarship, Library, Sports, Games, Recreational Facilities and subsidized Canteen

6.4 – Financial Management and Resource Mobilization

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

The Institute conducts Internal and External Audits at the end of every Financial Year. Audited Statements of Accounts are updated in our Institute website.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
zero	0	0

No file uploaded.

6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	External Peer Review Team comprising of Dr. N.R. Banerjea, Dr. Subir Kumar Sarkar and Dr. Sudip Kumar Roy	No	Nill
Administrative	No	Nill	No	Nill

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

Annual meet between parents and the administration along with Members of Faculties is being held at the beginning of each Academic Session. • Mutual interaction taking place is then translated to effective measure for the academic and administrative developments. • Head of each department keeps constant touch with the parents for updating them about the progress of their wards.

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

Skill upgrade and training of support staff • All staff members are encouraged to attend seminars / workshops to keep in touch with latest theories / concepts on their practice areas • All staff members are encouraged to participate in sports, cultural activities, picnic organised by institute.

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

Introduction of two new UG courses, namely, B. Tech. in Computer Science and Business Systems, and B. Des. (Bachelor of Design). The Institute received NBA Accreditation for 5 UG programmes (AEIE, BT, ChE, CSE ECE)and 4 PG programmes (AEIE, BT, CSE ECE). Among these programmes 4 UG programmes secured more than 675 marks out of 1000. The Institute is awaiting for NBA Accreditation of UG programme in ME. The Institute has introduced choice based credit system for all UG PG programmes in line with AICTE guidelines.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	Yes
c)ISO certification	No
d)NBA or any other quality audit	Yes

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Academic audit of the institute. External Peer team review	29/11/2019	29/11/2019	29/11/2019	12
2020	Workshop on the awareness of Internal Quality Assurance	04/03/2020	04/03/2020	04/03/2020	50
No file uploaded.					

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
zero	01/07/2019	30/06/2020	Nill	Nill

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
To have a pollution free environment and to meet the scarcity of electricity, the Heritage Group of Institutions have taken a step forward by installing a 100 kWh Stand Alone Roof Top Solar Power Plant at the Heritage Complex with the assistance of WBREDA and MNRE, New Delhi, which is first of its kind in the State of West Bengal. The campus is exquisitely landscaped with intertwined roads connecting various buildings inside the campus. It provides a tranquil surrounding with a backdrop of lush greenery, which offers an aesthetically pleasing and serene atmosphere, on one hand, and an intellectually stimulating pollution free environment, on the other. Constant efforts are made by the Institute to keep the campus plastic free.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	Nill
Provision for lift	Yes	4163
Ramp/Rails	Yes	4163
Scribes for examination	No	Nill

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadva	Number of initiatives taken to engage with and contribute to	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff

	ntages	local community					
2019	Nill	Nill	30/06/2020	Nill	Zero	Zero	Nill

No file uploaded.

7.1.5 – Human Values and Professional Ethics

Title	Date of publication	Follow up(max 100 words)
zero	30/06/2020	zero

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
COMPASS Freshers' Orientation Programme	01/08/2019	02/08/2019	882
Mentorship	03/08/2019	30/06/2020	4163

No file uploaded.

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

The initiatives are as follows: 1. Solar power installation has been done up gradation in process 2. Phasing out in process to make Campus Plastic free zone 3. Garbage disposal system to segregate bio degradable waste. 4. Rain water harvesting process initiated 5. Complete LED conversion from CFL in process.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

To encourage members of faculty staff, the Institute has introduced Award of Excellence in various categories. The details are available in the link given below.

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

https://heritageit.edu/PDF/BestPractices.pdf

7.3 – Institutional Distinctiveness

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

Heritage Institute of Technology, by virtue of its cutting edge quality of education, the uniqueness of its teaching learning process and the continuous emphasis on the allround development of students, has created a niche for itself. A harmonious integration of valued traditions with modern outlook is the guiding principle behind the development of academic environment of the Institute. Besides the required curricular activities, students are exposed to a number of other programs like group discussions, interactive seminars, brain storming sessions etc. – all designed to bring about qualitative growth of the students. Through such programs, students are constantly motivated and encouraged to develop their leadership qualities and improve their communication skills. There is a constant endeavour on the part of the members of faculty and staff of the Institute to help students in this grooming process. Although the assessment of the students' performance is generally guided by the prevalent regulations, the respective course teacher also adopts a continuous evaluation system independently to track and record the overall growth of students.

Provide the weblink of the institution
http://www.heritageit.edu

8.Future Plans of Actions for Next Academic Year

i) Expansion of the Institute in respect of Academic Programmes through addition of new programme B.Tech. in Computer Science and Business Systems and Bachelor of Design (B.Des.)for which the Institute received approval from AICTE. ii) Considering the present COVID-19 Pandemic situation and to impart outstanding teaching and learning experience for all students at par with international standards the Institute has initiated to enhance bests possible facilities including improved networking system so that online academic activities can be delivered at the highest level. iii) Enhanced Research and Development Activities through collaboration with internationally repute Educational Institutions. iv) Major emphasis is given to promote and sustain an environment that supports high quality RD activities of the members of faculty to improve the academic quality as well as to induct students in such RD activities which is expected to develop better student quality in the long run. v) In order to motivate members of faculty in advanced RD activities, the Institute as its strategic plan introduced an Award for Excellence for outstanding research accomplishments among its fraternity. The Institute has a plan to enhance such activities in the forthcoming year.