



## YEARLY STATUS REPORT - 2020-2021

<b>Part A</b>	
<b>Data of the Institution</b>	
<b>1.Name of the Institution</b>	DADI INSTITUTE OF ENGINEERING AND TECHNOLOGY
• Name of the Head of the institution	Dr.Challa Narasimham
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	9963993229
• Mobile No:	9963981111
• Registered e-mail	principal@diet.edu.in
• Alternate e-mail	iqac@diet.edu.in
• Address	NH-16 ,Anakapalle ,Visakhapatnam
• City/Town	Anakapalle
• State/UT	Andhra Pradesh
• Pin Code	531002
<b>2.Institutional status</b>	
• Type of Institution	Co-education
• Location	Rural
• Financial Status	UGC 2f and 12(B)

• Name of the Affiliating University	JNTUK, Kakinada
• Name of the IQAC Coordinator	Dr .J .Babu
• Phone No.	9948184848
• Alternate phone No.	9963994042
• Mobile	9963994046
• IQAC e-mail address	iqac@diet.edu.in
• Alternate e-mail address	viceprincipal@diet.edu.in
<b>3.Website address (Web link of the AQAR (Previous Academic Year)</b>	<a href="https://diet.edu.in/cmooon_pdf/approved_agar_report_26_07_21_1.pdf">https://diet.edu.in/cmooon_pdf/approved_agar_report_26_07_21_1.pdf</a>
<b>4.Whether Academic Calendar prepared during the year?</b>	Yes
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://diet.edu.in/academic_calendar">https://diet.edu.in/academic_calendar</a>

**5.Accreditation Details**

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B+	2.53	2017	12/09/2017	12/09/2022

**6.Date of Establishment of IQAC**

10/07/2012

**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
Dr. L. Ramesh	Major Research Project	ICSSR	2021	7,00,000
Dr. K. Sujatha	Industry project	B-Technologies	2019	72,000
Dr. K. Sujatha	Conference grant	AICTE	2021	50,000
Dr. J. Babu	Refresher Programme	AICTE-ISTE	2021	93,000

<b>8. Whether composition of IQAC as per latest NAAC guidelines</b>	<b>Yes</b>	
<ul style="list-style-type: none"> <li>• Upload latest notification of formation of IQAC</li> </ul>	<a href="#">View File</a>	
<b>9. No. of IQAC meetings held during the year</b>	<b>3</b>	
<ul style="list-style-type: none"> <li>• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	<b>No</b>	
<ul style="list-style-type: none"> <li>• If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	<a href="#">View File</a>	
<b>10. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	<b>No</b>	
<ul style="list-style-type: none"> <li>• If yes, mention the amount</li> </ul>		
<b>11. Significant contributions made by IQAC during the current year (maximum five bullets)</b>		
<p>1. Innovative teaching learning practices like Experiential, project based etc., 2. Academic and Administrative Audit 3. Participation in NIRF Ranking, MoE ICC, ATAL Ranking, AICTE year wise Awards 4. Encouraging the innovative ideas and participation in code contests 5. Online Student Satisfaction Survey 6. Skill Enhancement - EduSkills 7. Research publications Scopus / WoS indexing 8. IPR and Patents 9. Qualitative placements 10. Continuous data collection of the institute</p>		
<b>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</b>		

Plan of Action	Achievements/Outcomes
To Conduct Faculty Development Programmes	Benefited by the Newly Joined Faculty
To Conduct Workshop	III & IV B.Tech Students are benefited by the Workshops
To Conduct Campus Recruitment Training Programmes	IV B.Tech Students are benefited by the CRT Classes
The ICT based Teaching Methods	These methods are benefited to the Students
Academic & Administrative Audit	Action taken report is implemented
To Conduct the Feedback Mechanism	Conducted Feedback from Stakeholders and Prepared ATR
<b>13. Whether the AQAR was placed before statutory body?</b>	<b>Yes</b>
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	
Name	Date of meeting(s)
Academic Committee	08/10/2021
<b>14. Whether institutional data submitted to AISHE</b>	
Year	Date of Submission
2020	18/02/2020

## Extended Profile

### 1. Programme

1.1

10

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

File Description	Documents
Data Template	<a href="#">View File</a>

**2.Student**2.1 1429

Number of students during the year

File Description	Documents
Data Template	<a href="#">View File</a>

2.2 428

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

File Description	Documents
Data Template	<a href="#">View File</a>

2.3 411

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	<a href="#">View File</a>

**3.Academic**3.1 145

Number of full time teachers during the year

File Description	Documents
Data Template	<a href="#">View File</a>

3.2 135

Number of Sanctioned posts during the year

## Extended Profile

### 1. Programme

1.1	<b>10</b>
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

### 2. Student

2.1	<b>1429</b>
Number of students during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

2.2	<b>428</b>
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

2.3	<b>411</b>
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

### 3. Academic

3.1	<b>145</b>
Number of full time teachers during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

3.2	135
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>4.Institution</b>	
4.1	50
Total number of Classrooms and Seminar halls	
4.2	193.7
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	520
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 Institute ensures effective curriculum delivery through a well-planned and documented process. The Institute considers effective delivery of curriculum as the most vital curricular aspect, further it follows the curriculum prescribed by the JNTUK University through its Board of Studies. Few faculty members have worked on the Board of Studies and their sub-committees, substantially contributed to the curriculum development. The institute ensures effective curriculum delivery through systematic and strategic transparent mechanism with the below operating procedures:

- Teaching faculty is given the freedom to select subject of their expertise, in-turn endorsed by heads of the respective departments in a transparent work load distribution mechanism.

The syllabus, lesson plan, lecture notes and additional study

material are prepared as per the curriculum and made available to students before the start of every semester.

- The academic committee oversees all the academic activities viz., preparation of effective time tables, syllabus completion and conduction of practical sessions in Labs, Assessment tests, Project and Seminar reviews, and any other issues of academic importance through the formats of STLRP [Semester Theory & Lab Readiness Programme] and STLCP [Semester Theory & Lab Completeness Programme]
- The Time Tables are displayed on the Notice Board and also uploaded on the institute website.
- Student evaluation is done in line with the university norms through Mid Exams [Online & Offline], Lab Internal and External Exams, Assignments, Tutorials etc.,
- The institution maintains EZ and ECAP Software at macro level to capture the comprehensive database of all the academic activities.
- The course structure and contents of a course are oriented carefully to meet Program Outcomes (POs) and Program Educational Objectives (PEOs).
- Several Memoranda of Understandings (MoUs) with local and national industries relevant to programs have been signed to make students acceptable at local, national and global level.
- Also by conducting workshops, seminars, guest lectures, invited talks and conferences periodically, students get an opportunity to interact with the academic and industrial experts which helps to deliver the curriculum more effectively.
- The Institute encourages Choice Based Credit System (CBCS) through Elective subjects and self-learning certification courses through Swayam, NPTEL, Course era, Eduskills etc.
- Internships & live projects, Value added courses to enhance communication; employability and entrepreneurship skills are also encouraged to enrich the curriculum delivery.
- The Institute established an Entrepreneurship Development Cell (EDC) that helps in developing entrepreneurship skills among the students through their interaction with successful entrepreneurs, industrialists and academicians through professional bodies like IEEE, ISTE, IETE, CSI, ACM, IE[II] etc.,
- Campus Recruitment training is also provided to students through In-house and External trainers for enhancing the technical, programming, coding and analytical skills apart



from English language and communication skill based training offered through Cambridge BEC [Business Entrepreneur Certification] Course.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://diet.edu.in/cmoon_pdf/course_file_sample1.pdf">https://diet.edu.in/cmoon_pdf/course_file_sample1.pdf</a>

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

- Being affiliated to Jawaharlal Nehru Technological University-Kakinada, the Institute follows University-prescribed curriculum and meticulously develops action plans for effective implementation of the same with highest priority given for academic excellence. Teachers are encouraged to impart the curriculum through innovative teaching methods including power point presentations, flip classroom, experiential learning, assignments, In house peer discussions, workshops, seminars, industrial visits, E-learning apart from regular/conventional chalk and talk methods. The standard operating procedures for preparation of Institute Academic Calendar in line with University Academic Calendar are briefed below:
- The academic calendar of the Institute reflects curricular, co-curricular and extra-curricular activities planned for the semester which is based on the University calendar.
- The holidays considering Govt./University holidays and tentative dates for vacations are mentioned in the calendar. Any required changes/ reforms are included in the calendar for the present semester.
- The number of continuous assessments to be conducted is indicated in the calendar following guidelines and timeline provided by the university.
- Along with the internal assessments, the co-curricular and extracurricular activities are also mentioned in the calendar.
- While preparing the calendar of the prevailing semester, compliance of previous years' academic calendars and

deviations, if any, are taken as reference.

- The tentative academic calendar is prepared at Institute level and the same is discussed in the Academic Committee Meeting in presence of all the Heads of Departments and ACM members and distributed for circulation for any feedback. Any Suggestion/Feedback regarding the calendar are communicated by the employees (faculty members and staff) to the Principal's office and the same are incorporated, if necessary, after due deliberations in the Academic Council/IQAC.
- Thereafter, the final version of the academic calendar is published and circulated. It is published at the beginning of every semester. Along with Academic Calendar, the Activity Calendar is also prepared to conduct extra-curricular and co-curricular activities for the students as part of Mandatory Additional Requirements (MAR) of the University.
- The academic calendar contains the dates for the following categories of activities:
  - Commencement of class
  - Orientation/Induction programme
  - Extra-curricular events like NSS Events, DLCC Activities, Blood Donation camps, Awareness Sessions
  - Co-curricular events like student chapter activities, professional body events
  - Training & Certification Courses
  - CRT Sessions
  - Workshops/Guest Lectures/Conferences/Seminars/Youth Fests, Online Lectures, NPTEL courses etc.,
  - Mentoring activities like individual interaction between Faculty Mentors and Student Mentees as per guidelines of the University
  - It includes specific dates for conduction of Continuous Internal Evaluations for theory subjects and for Practical papers, as prescribed by the University
  - End-semester examinations (Practical & Theory) for University assessments
  - Commemorative events, Holidays and Semester-break

File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
Link for Additional information	<a href="https://diet.edu.in/cmoon_pdf/continues_in_ternal_evaluation.pdf">https://diet.edu.in/cmoon_pdf/continues_in_ternal_evaluation.pdf</a>

**1.1.3 - Teachers of the Institution participate 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**

**A. All of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 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**

16

File Description	Documents
Any additional information	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	<a href="#">View File</a>
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

**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)**

7

File Description	Documents
Any additional information	<a href="#">View File</a>
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

612

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

612

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

### 1.3 - Curriculum Enrichment

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

The institute's curriculum effectively integrates cross-cutting issues relevant to gender, environment sustainability, human values ,professional ethics and leads to a strong value-based holistic development of students. Various activities are organized throughout the year as part of the curriculum that helps in this endeavor.

#### 1. Gender Sensitivity:

Gender related courses are an integral component of various programmes. Students are sensitized and encouraged to work towards gender equity from a cross-cultural perspective. Free counseling services are provided through a Counseling Cell. Gender sensitization camps are organized to educate about women's rights, human rights, child rights, gender justice and gender equality. Compulsory core courses along with the wide range of community

outreach programmes that include health and hygiene camps, hole-in-the-wall and village adoption, enable exposure to real life situations. The Institute annually organizes seminars, conferences, guest lectures, exhibitions, and literary activities that help in gender sensitization.

## 2. Environment and Sustainability:

Environment awareness camps, seminars, workshops, guest lectures, industrial visits and field excursions are organized. Environment Day, Earth Day and Water Day are annually celebrated. DIET accords great importance to research in inter-disciplinary areas focused on renewable energy, environmental pollution, agriculture, education and healthcare.

## 3. Professional Ethics & Human Values:

The subject "Professional Ethics & Human Values" is included as part of the curriculum. It is compulsory for all the students, irrespective of any stream. Apart from this we have initiated the faculty to take part in the FDPs related to Development of Professional Attributes for OBE Curriculum & reverting the information to students & faculty for the development of these principles.

Every December 10th is celebrated as International Human Rights Day to induce the young minds about Human Rights and consequences of their violations. As a part of NSS the college conducts various programs on Human Rights to provide awareness among students.

In addition to enriching the curriculum by integrating cross cutting issues, the institute organizes various awareness programs and events by the NSS unit to alert the students about Human values, Ethics, Environment and Gender awareness. The institute provides equal opportunities to boys and girls in all types of student activities organized. Special programs for girl students are arranged towards achieving Women Empowerment. Awareness programs are organized on national and international days of importance such as World Health Day, World Cancer day, World AIDS day, International Women's day, Teachers day, Engineers day, Republic day, Independence day, Yoga day and Sports day etc.

File Description	Documents
Any additional information	<a href="#">View File</a>
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	<a href="#">View File</a>

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

3

File Description	Documents
Any additional information	<a href="#">View File</a>
Programme / Curriculum/ Syllabus of the courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	<a href="#">View File</a>
MoU's with relevant organizations for these courses, if any	<a href="#">View File</a>
Number of courses that include experiential learning through project work/field work/internship (Data Template)	<a href="#">View File</a>

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

384

File Description	Documents
Any additional information	<a href="#">View File</a>
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

## 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	<a href="#">View File</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	<a href="#">View File</a>
Any additional information(Upload)	<a href="#">View File</a>

**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	<a href="#">View File</a>
URL for feedback report	<a href="https://diet.edu.in/cmoon_pdf/feedback_report.pdf">https://diet.edu.in/cmoon_pdf/feedback_report.pdf</a>

**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**

**720**

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

**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

209

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 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

- The institute constantly focuses on the learning levels of students as they hail from diverse backgrounds.
- One of the primary parameters of the students is the assessment of their learning levels.
- At the beginning of the class work instruction, segregation of the students is done on the basis of merit secured in the previous examinations.
- In the second step, again segregation of the students is done based on results of the assignments and first Mid examination.
- The slow learners are identified from the result analysis of Mid - I and remedial classes are conducted for them till Mid-II exams.
- The students are provided with primary notes written by the faculty for easy understanding of the subjects.
- In the remedial classes, the students concentrate on some of the important concepts of the subjects and previous year's end exam questions. This helps them to clear the subject with confidence.
- Remedial classes are conducted after regular hours for slow learners without disturbing the main stream class work.
- In third step teachers instruct as per the understanding level of both promising and slow learners.
- Self and active learning is inculcated in students through assignments and tutorials.
- Additional programs are organized for the benefit of advanced learners like Campus recruitment training, Collaborative assignments are provided at the Innovations Incubation center in the campus on their field of interest.
- The advanced learning students are encouraged to upgrade



their knowledge through participation in workshops, conferences, seminars, industrial training etc.

- Subject based seminars, workshops, and guest lectures by renowned academicians and industrialexperts were conducted.
- Industrial skills focused Certificate Courses were also offered to students for gaining hands-on experience of the subjects.
- The remedial classwork method for slow learners proved to be efficient in case of B.Tech students. The pass percentage of the students gradually increased from 59.85% in 2017-18 to 81.7% in 2019-20.
- The additional programs organized for the advanced learners proved to be effective in obtaining better knowledge as well as good jobs and better growth in their career.

File Description	Documents
Link for additional Information	<a href="https://diet.edu.in/cmoon_pdf/slow_learner_s1.pdf">https://diet.edu.in/cmoon_pdf/slow_learner_s1.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

Number of Students	Number of Teachers
1429	145

File Description	Documents
Any additional information	<a href="#">View File</a>

## 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 Institution has adopted studentcentric methods to enhance student involvement asa part of experimental learning ,participative learning and problem solving methodology. Role Plays, Team tasks, Debates, Seminars, Quizzes and case studies are used .Specifically Student centric teaching methods are reflected in the Project work, Field Visit, Industrial visit & Guest lectures.

The students centric methodology include

## 1. Experiential Learning

### a) Project work

Project work is organized in the Institution in two phases

- 1) Mini projects for both III and IV year B.Tech students
- 2) Internship or Field Projects in industry. IV B.Tech students enrolled in internship with industries

### b) Field Visits

Field visits and Surveys are conducted by all Departments for their students to provide them the hands on exposure of the subject.

### c) Industrial Visits

Departments have organized the industrial visits for students to provide the practical exposure

to the real time industrial work culture.

### d) Guest Lecture

Guest lectures by eminent experts from industry and academia are organised to supplement the teaching process and provide experiential learning.

## 2. Participative Learning

### a) Role play

Teachers adopt role play method especially in Management and PG Technical courses to supplement teaching by way of participative learning

### b) Team work

All Departments organize student activities to promote the spirit of Team work. The activities of NSS include the institutional social responsibility activities through Red Cross, Village Adoption, Tree plantation, Swatchh Bharat and Health awareness Camp to help the students to learn the Art of living in a team. The NSS and Go Green team of the institute as a team provide awareness

sessions on the welfare schemes and need of protecting the nature from time to time in the adopted villages.

### c) Debates

Debates are followed in many of the subjects where students are required to come with different opinions, thought processes thus the learning process gets justified in the argue-mental way of learning.

### d) Group work

Group work is encouraged as part of peer learning where students come together and share their doubts and get them clarified with the fellow students and also from the faculty concerned. This helps in bonding and teamwork amongst the students.

### 3. Problem Solving sessions:

Problem Solving Sessions are conducted regularly for the students to help them in combating the tough situations of life.

Case studies and activity based tasks are assigned to help the student to gain practical exposure about real life situations.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://diet.edu.in/cmooon_pdf/student_centric_methods.pdf">https://diet.edu.in/cmooon_pdf/student_centric_methods.pdf</a>

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

Teachers need specific professional development opportunities in order to increase their ability to use ICT for formative learning assessments and also for Individualized instruction, accessing online resources, and for fostering student interaction and collaboration.

The institution has been implementing the teaching - Learning Process by using ICT tools as a result of affordable, generic,

Content-free, to control of technology and to develop ICT capability and ICT literacy in the campus.

ICT enabled Teaching-Learning Process is supported with Regular Practical Sessions, access to Digital Library, Online Courses (MOOCS, NPTEL etc.), online journals, Online tests, Use of LCD projectors for seminars and workshops, productive use of educational videos, and accessibility of non-print material for students of different disciplines. Communication skills training facility is enriched with ICT tools to make the students acquire proficiency in listening, speaking, reading and writing skills.

The institution is having the ICT enabled class rooms and laboratories.. The institution has online platform i.e Google class rooms for teaching online , sharing material and evaluating. In Digital library, staff and students are provided access to the online video lectures of IIT professors on various subjects which are part of the curriculum.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="https://diet.edu.in/cmoon_pdf/ict_tools.pdf">https://diet.edu.in/cmoon_pdf/ict_tools.pdf</a>

### 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

135

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
mentor/mentee ratio	<a href="#">View File</a>

## 2.4 - Teacher Profile and Quality

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

145

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

**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**

27

File Description	Documents
Any additional information	<a href="#">View File</a>
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)	<a href="#">View File</a>

**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**

611

File Description	Documents
Any additional information	<a href="#">View File</a>
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

**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.

The Institution has examination Cell to conduct the Internal and External theory and practical examinations. It collectsthree set of question papers for all Mid examinations at the beginning of the class work instruction for the semester/s. The examination cell prepare s the question papers by choosing the questions from the given sets just before commencement of examinations and conduct the examination with jumbling process in time and efficiently.

The examination system aadopted at DIET has never givenrisetoany grievances from any stakeholders. However if any grievances arouse ,immediately rthe cell will rectify the problem transparently.

Carrying mobile phones or any reading material by the invigilator is strictly prohibited. The invigilator is expected to be vigilant and take frequent rounds in the exam hall. The invigilators should not chit chat with each other as it will distract the students concentration in writing the Examination.

Only teaching staff are to be drafted as invigilators. Subject teachers should not be posted as invigilators in the examination halls where the students are writing/ the examination in that subject.

After entering the exam Hall, invigilators are required to check for the seating arrangement, and see that the fans and lights are switched on and the windows opened. The students are allowed into the exam hall after properly verifying Hall Ticket and ID card of the student and report to the CE in case of any discrepancy.

The Examiner/ the subjectteacher have to collect the Answer scripts on the same day of the Examination for the mid examination. Submit the evaluated scripts after completing the necessary formalities (like obtaining signatures by the student on the scripts and mapping of CO-PO Calculations etc..) before the dead line stipulated by the examination cellfrom time to time.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://diet.edu.in/cmoon_pdf/internal_evaluation_grievances.pdf">https://diet.edu.in/cmoon_pdf/internal_evaluation_grievances.pdf</a>

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

There is complete transparency in the internal assessment. The criterion adopted is as directed by the university.

- At the beginning of the semester, faculty members inform the students about the various components in the assessment process during the semester.
- The internal assessment test schedules are prepared as per the university and communicated to the students well in advance.
- To ensure proper conduct of formative tests, two invigilators are assigned to each hall. Evaluation is done by the course handling faculty members within three days from the date of examination.
- The corrected answer scripts at random are verified by HOD to ensure the standard evaluation process.
- The corrected answer papers of the students are distributed to them for the verification by the students and any grievance is redressed immediately. The marks obtained by the students in internal assessment tests are displayed on the department notice board.
- The marks obtained by the students in internal assessment tests are uploaded periodically on the university web portal along with their attendance.
- Noting the values in observation and validating the theoretical aspects student must submit lab record regularly.
- Day to day performance of the students is assessed for every experiment which includes regularity, performance, viva and the promptness in submitting the record.
- For lab courses, the marks/grade scored by the student for each experiment is indicated in the observation/record. The independent learning, practical approach to the real-time applications is tested by viva voce for laboratory courses.
- For the quality of the projects, the evaluation is done by Project Review Committee along with the project guides.
- To ensure the transparency and curb the mall practices the



university has introduced jumbling system and theory end examinations are conducted at a center other than the institute in which the student studies.

- The end examination for the laboratory and projects shall be conducted with internal and external examiner appointed from the other institutes as decided by the University.

#### Redressal of grievances at institute level:

- **Departmental Level:** The continuous evaluation of students is carried out by faculty regarding theory lectures, labs, assignments, unit tests. The midterm marks are allotted based on defined strategies and displayed on notice board. Query if any is discussed with faculty and HOD.
- **institute Level:** The Institute appoints a Senior Supervisor for smooth conduction of examinations of JNTU. If students are facing any problems, they are solved by the institution Chief Examination Officer appointed by the university. The grievances during the conduction of online/theory examinations are considered and discussed in consultation with the Principal and if necessary forwarded to the university by examination section.
- **Redressal of grievances at University level:** The queries related to results, corrections in mark sheets, other certificates issued by university are handled at JNTU examination section after forwarding such quires through the Institute examination section. Students are allowed to apply for revaluation, recounting and challenged evaluation by paying necessary processing fee to university if they are not satisfied with the university evaluation through institute.

File Description	Documents
Any additional information	<a href="#">View File</a>
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.



1. The institute is offering 10 programmes in UG and PG engineering and MBA.
2. Each programme is having its own courses as it is given by the affiliating University.
3. Each course has its course outcomes & objectives.
4. These course outcomes have been included in the course file and it is curiculatedto all the students.
5. Awareness sessions also have been scheduled on course learning outcomes and programme outcomes.
6. The attainment levels for each course has been eveluating basing on the course outcomes.
7. And awareness sessions are also counducted to map COs-POs.
8. Uploading all the course outcomes for all programmes.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://diet.edu.in/cmoon_pdf/14922_25_52.pdf">https://diet.edu.in/cmoon_pdf/14922_25_52.pdf</a>
Upload COs for all courses (exemplars from Glossary)	<a href="#">View File</a>

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

Measurement of attainment of POs, PSOs and COs is done through formative and summative methods. Continuous and comprehensive evaluation, is done regularly to know the attainment. ... Through the seminars and group discussions, the thinking process of the students is also assessed and the skills and knowledge is tested.

Class tests are scheduled by the teachers and after the valuation the analysis is done after which the strategy for improvement is made. Group discussions and seminars are organized and each student is made to participate compulsorily in these. Through the seminars and group discussions, the thinking process of the students is also assessed and the skills and knowledge is tested. Home assignments and classroom assignments are given to the

students in both U.G and all P.G. classes. The assignments help to measure the attainment programme specific outcomes. Some activities like quiz competition are also held which makes the institution know about the knowledge and information of the students. Via Co-curricular activities also behavioral outcome of the students are assessed. Semester exams for the courses having semester pattern and annual exam for the courses having annual pattern are conducted. Analysis of students' performance in internal tests is done. Maximum 15 marks are allotted on internal examination and 5 marks on overall performance of the students which is added to their result. Analysis of terminal exam results is also done. After the analysis, strategy for improvement is made and implemented. All the assessments are analyzed regularly. The analysis of students' performance in semester/annual examination is done to know the levels of attainment of POs, PSOs and COs. Each department analyses the result of the students in their subject. The analysis of post graduate courses for each department is also done for the same.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://diet.edu.in/cmoon_pdf/attainment_co_po_1.pdf">https://diet.edu.in/cmoon_pdf/attainment_co_po_1.pdf</a>

### 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

303

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	<a href="https://diet.edu.in/cmoon_pdf/annual_report.pdf">https://diet.edu.in/cmoon_pdf/annual_report.pdf</a>

## 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://diet.edu.in/cmoon\\_pdf/sss\\_1.pdf](https://diet.edu.in/cmoon_pdf/sss_1.pdf)

## 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)**

9.40

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

**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**

4

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Supporting document from Funding Agency	<a href="#">View File</a>
Paste link to funding agency website	<a href="https://diet.edu.in/cmoon_pdf/3_1_1_3_1_2_1.pdf">https://diet.edu.in/cmoon_pdf/3_1_1_3_1_2_1.pdf</a>

### 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

13

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 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

70

File Description	Documents
Any additional information	<a href="#">View File</a>
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

#### 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

14

File Description	Documents
Any additional information	<a href="#">View File</a>
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 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

Extension activities in the neighbourhood community in terms of impact and sensitizing students to social issues and holistic development during the last five years. The institute organizes a number of extension activities to promote institute-neighborhood community to sensitize the students towards community needs. The institute runs effectively National Service Scheme. Through these units, the institute undertakes various extension activities in the neighbourhood community. NSS organizes a residential seven day camp in nearby adopted village and several activities were carried out by NSS volunteers addressing social issues which include cleanliness , tree plantation , school painting , survey on local issues, Group discussion with local people, Eradication of superstitions, Beti Bacho Beti Padhao, Environmental awareness, Women empowerment, National Integrity, AIDS awareness, Blood donation camp, Health check up camp, Veterinary guidance , Farmers meet, Awareness to abort farmer's suicide etc. The NSS unit of the institute (90214306 ) comes under JNTUK Kakinada. It aims at developing qualities of leadership, patriotism, maintaining discipline, character building, spirit of adventure and the ideal of self service. The NSS unit of the institute organizes various extension activities such as tree plantation, Road safety awareness, blood donation camp, free medical camp, Save fuel save country programme, Swachhta Abhiyan , National equality awareness, no plastic and green environment. In pandemic situations our NSS unit organized free COVID Rapid tests and conducted mega vaccination drive for the students and staff.

File Description	Documents
Paste link for additional information	<a href="https://diet.edu.in/cmoon_pdf/3_3_1_extension_activities.pdf">https://diet.edu.in/cmoon_pdf/3_3_1_extension_activities.pdf</a>
Upload any additional information	<a href="#">View File</a>

### 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

5

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of awards for extension activities in last 5 year(Data Template)	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>

### 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

30

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	<a href="#">View File</a>

### 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**

2242

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 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**

17

File Description	Documents
e-copies of linkage related Document	<a href="#">View File</a>
Details of linkages with institutions/industries for internship (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**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**

5



File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<a href="#">View File</a>

## 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.

The institution ensures adequate availability and optimal utilization of physical infrastructure as it is critically linked to the vision of the Institute. At the beginning of the academic year need-assessment for replacement / up-gradation / addition of the existing infrastructure is carried out based on the suggestions from ACM members, Heads of the departments, lab technicians and system administrator after reviewing course requirements, computer-student ratio, budget constraints, working condition of the existing equipment and also students grievances. The Time Table committee plans ahead for all requirements regarding classrooms, laboratories, furniture and other equipments.

1. Optimal deployment of infrastructure is ensured through conducting workshops/awareness programs/training programs for faculty on the use of new technology.

2. Effective utilization of infrastructure is ensured through appointment of adequate and well qualified lab technicians/system administrator.

3. The optimal utilization is ensured through encouraging innovative teaching - learning practices.

4. The available physical infrastructure is optimally utilized beyond regular institute hours, to conduct certificate courses, co-curricular activities/extra - curricular activities, parent teacher meetings, Campus Recruitment Training classes, campus recruitments, meetings, seminars, conferences etc.,.



5. It is used as an examination centre for, Government examinations/University Examinations like EAMCET, IIT-JEE, NEET etc.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://diet.edu.in/cmoon_pdf/4_1_1_adequate_infrastructure_and_physical_facilities_for_teaching_learning.pdf">https://diet.edu.in/cmoon_pdf/4_1_1_adequate_infrastructure_and_physical_facilities_for_teaching_learning.pdf</a>

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

The Institute, with its compulsory Core Courses and the continuous evaluation scheme, integrates sports and extra-curricular activities as essential components. This is done not only for participation but also for assessment of students. It has adequate facilities for sports, games and cultural activities. DIET has three large playgrounds with provision for multiple games, such as, Athletics, Cricket, Football, Hockey, Volleyball, Basketball and Kho-kho. Another field provides Lawn Tennis courts. Indoor games are also available. All faculties have well-equipped assembly halls for organizing annual functions and cultural events.

Major cultural events are organized at the DIET Air conditioned Seminar Hall. Facilities for outdoor and indoor sports and games that include badminton, volleyball, basket ball, carroms, table tennis and chess and cultural activities are made available. Intra-mural and inter-mural games and sports competitions are organized regularly for students. DIET has excelled at these events by winning prizes and awards in individual and group events.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://diet.edu.in/cmoon_pdf/4_1_2_facilities_for_sports_and_cultural_activities.pdf">https://diet.edu.in/cmoon_pdf/4_1_2_facilities_for_sports_and_cultural_activities.pdf</a>

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

**4.1.3.1 - Number of classrooms and seminar halls with ICT facilities**

15

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://diet.edu.in/cmoon_pdf/4_1_3_geo_tagged_time_table.pdf">https://diet.edu.in/cmoon_pdf/4_1_3_geo_tagged_time_table.pdf</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

**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)**

26.31

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

**4.2 - Library as a Learning Resource**

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

Name of ILMS software

Nature of automation (fully or partially)

Version

Year of Automation

SOUL(Software for University Libraries)

Fully

2.0

2009

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="https://diet.edu.in/cmoon_pdf/library_information1.pdf">https://diet.edu.in/cmoon_pdf/library_information1.pdf</a>

**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	<a href="#">View File</a>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

**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)**

4.25

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

#### 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

116

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of library usage by teachers and students	<a href="#">View File</a>

### 4.3 - IT Infrastructure

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

In the academic year 2017-18, Thirty seven (37) new desktop systems (I5 processor, 16 GB RAM, 500 GB HDD) were purchased to upgrade the systems in computer labs. Also 2 New Epson projectors were purchased to support ICT.

These projectors were installed in different classrooms. To maintain computer laboratories, regular purchasing of mouse/RAM and other hardware components were also done on regular basis.

In the academic year 2019-2020, 100 new dell desktop systems (I5 processor, 16 GB RAM, 1 TB HDD) were purchased to upgrade in computer labs.

In the Academic year 2020-2021, 80 keyboards, 50 mouses were purchaged to updates in the labs.

New CCTV cameras with one CCTV DVR werealso installed for survillance purpose in the campus.

One newlab is used for Data Science Lab/Project Work. Overall every year, thecomputer laboratories are being upgraded or new

laboratories are being set up as per the fresh requirements. Since 2015, we are using 55 Mbps Internet speed in the campus

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://diet.edu.in/cmoon_pdf/4_3_1_it_infrastructure1.pdf">https://diet.edu.in/cmoon_pdf/4_3_1_it_infrastructure1.pdf</a>

#### 4.3.2 - Number of Computers

520

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Student – computer ratio	<a href="#">View File</a>

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

File Description	Documents
Upload any additional Information	<a href="#">View File</a>
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 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)**

167

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Audited statements of accounts.	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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.

The Institute ensures optimal allocation and utilization of the available financial resources for maintenance and upkeep of different facilities by holding monthly meetings of various functional committees constituted for this purpose and using the grants received by the institute as per the requirements in the interest of students.

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

Maintenance of physical and academic facilities: There are established systems and procedures for maintaining and utilizing physical, academic and support facilities laboratory, library, computer labs, classrooms, etc. Our institute has very effective internal coordination and monitoring mechanism.

The Principal monitors various curricular and co-curricular activities with help of conveners and members of the committees. The Principal carries out administrative activities. Along with this IQAC is functioning actively and effectively for the quality sustenance and enhancement. Procedures for maintaining and utilizing physical, and academic support facilities: Library has a Library Committee (LC) which functions are as follows To ensure relevant and required collection of books, journals and other sources to support all the courses offered in the institute.

1. To allocate appropriate budget to give the above stated source of materials to meet the curriculum of courses.

2. To offer library extension services to the students and teachers.

3. The committee acts as an integral audit or for quality checking and provides support and guidance for library functions.

4. The advisory committee periodically meets to discuss various issues related to the library facilities and services and suggest suitable solution for better functioning.

5. Teachers and students submit their book requirements in writing to the library and accordingly requirement is sanctioned by the committee.

#### LIBRARY:

Regular updating of library books on a semester basis as per the changes in the syllabi is carried out. Student and Faculty are permitted to recommend the purchase of desired or relevant book to be procured to the library. Library committee discusses and approves the procurement of these books. Library committee meets twice a year to evaluate the existing resources and the number of copies available in the library. The adequate copies of books required are noted down in consultation with HoDs and the members of the faculty. List of required books are prepared after proper planning from the approved budget. Funds are allotted to purchase books to the departmental library whenever it is necessary even in between semesters. This procedure is carried out by the Librarian

#### Sports:

For maintaining and utilizing sports facility, Institute has an efficient Physical director he looks after all essentials of sports activities related. As per the schedule of JNTUK University regarding the sports competitions, Physical director brings into notice of all students for their entries to participate

#### Laboratories & Computers :

For maintenance and up gradation of computers and other lab equipment institute takes help from system administrators and technical staff. The maintenance is done as per requirement of the institute. Institute is trying to have AMC with dealers for maintenance of computers, CCTV system and other lab equipment.

Stock verification of all the departments is done on regular basis. Faculty and staff members are involved in stock verification processes. Number of groups is formed with one senior faculty member as in-charge to verify the stock. Faculty from a



particular department is not allowed to involve in the verification of stocks of his/her department. Adequate budget is allotted each year to ensure proper maintenance of facilities in the campus before the start of the new academic year

#### Infrastructure:

For maintaining and utilizing Classrooms and other infrastructures institute have Discipline Committee under the leadership of principal. The committee frequently supervises cleaning of class rooms, wash rooms and institute campus ensures clean and continues water supply for drinking water and wash rooms. The committee also monitors minor repairing of doors, windows, electric supply, furniture/ bench repairing, cleaning of water head tank, water coolers, maintenance of mineral water plant. etc. to maintain healthy environment for teaching and learning.

All the laboratories/faculty rooms/seminar halls are provided with landline connections. Management and maintenance of telephones and extensions in the entire premises is done by professionals.

The entire campus is Wi-Fi enabled and is under Video Surveillance. Security personnel are hired from a reputed security agency. CCTV cameras and security processes are maintained by the Security Chief appointed by the college.

Well maintained separate common rooms and rest rooms for Girls and boys exist in the campus.

Water purifiers with RO technology have been installed in all floors to provide safe drinking water. The quality of drinking water is tested on regular basis.

Adequate electric power backup systems have been established in case of power failure. Spacious parking facilities for two and four wheelers are provided to the staff members and students.



File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://diet.edu.in/cmoon_pdf/4_4_2_link_maintenance_of_physical_and_academic_facilities.pdf">https://diet.edu.in/cmoon_pdf/4_4_2_link_maintenance_of_physical_and_academic_facilities.pdf</a>

## 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

1072

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

#### 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

0

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>

**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	<a href="https://diet.edu.in/cmoon_pdf/5_1_3_capacity_building_and_skills_enhancement_initiatives_1.pdf">https://diet.edu.in/cmoon_pdf/5_1_3_capacity_building_and_skills_enhancement_initiatives_1.pdf</a>
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

**1429**

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

**1429**

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**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	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>

## **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**

**118**

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

### **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**

**9**

File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of student progression to higher education	<a href="#">View File</a>

**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**

11

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**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.**

2

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	<a href="#">View File</a>

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 )

Students constitute a major stakeholder in the institutional growth. Utilization of the support and ideas of the students is the most important requirement for the prosperity and well-being of the institute. DIET always strives to build a relation of mutual respect and inculcate a sense of pride amongst the students for their own institute.

Students take active participation by representing themselves in various academic, administrative bodies, co-curricular and extracurricular committees of the institute. Students organize and celebrate various academic, sports and cultural events

The active participation of the students in the above cited activities enhances their communication skills, management skills, leadership skills, teamwork, time management, delegation of work and resource management ability and boosts their confidence levels.

The following are the academic, co-curricular and extracurricular committees where students representation exists.

Internal Quality Assurance Cell (IQAC)

1. Sri Lekha

Training & Placement cell

1. G.Surya Vamsi
2. K.Samath Bhagvan
3. A.Hemalatha
4. K.Srinivas

Canteen Committee

1. A.Yasaswini
2. S.Sai Ganesh
3. Naseer Ahmed

Literary & Cultural Club

1. A.Ram Jagan
2. P.Poorna Sai
3. K.Indira

Internal Complaint Committee

1. K Sumant
2. B. Bhavana
3. K. Vineetha
4. P. Hyndavi

Sports Committee:

1. P.M.Srija
2. K.Chanakya
3. D.Tarun Kumar

Anti-Ragging Committee:

1. L.Vamsi Priya
2. G.Manoj Ratan
3. B.Sravani
4. M.Kusuma
5. P.V.Ganesh
6. N.Dhana Sai
7. P.Murali Shankar
8. P.Manikanta
9. K.Jaya Sagar

Transport Committee:

1. P.M.Srija
2. Sriram
3. Harika

Research & Development cell

1. D.Praveen
2. Tabassum
3. M.Durga Prasad

NSS Committee

1. P. Raj Pavan
2. K. S. V. Bhagavan
3. Y .V. Durga Prasad

4. Y. Vamsi
5. K. Chandrika
6. J. Visveswara Rao
7. K. Teja
8. S. Harsitha

#### Alumni committee

1. V. Ravi Deepak
2. Y.Aravind
3. B.Lokesh
4. K.Kranthi Kiran
5. B.Murali

#### Web committee

File Description	Documents
Paste link for additional information	<a href="https://diet.edu.in/cmoon_pdf/5_3_2_extra_co_curricular_activities_compressed.pdf">https://diet.edu.in/cmoon_pdf/5_3_2_extra_co_curricular_activities_compressed.pdf</a>
Upload any additional information	<a href="#">View File</a>

### 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

15

File Description	Documents
Report of the event	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
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)	<a href="#">View File</a>



## 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

DIET has a registered alumni association and is called DAA (DIET Alumni Association). It has been functioning and meeting regularly. Few members of the alumni are also part of teaching fraternity at DIET. Regular assistance is provided by the alumnus of the institute in terms of student guidance for higher studies and placement, funding the poor students for their education and helping in the skill enhancement of the students of the institute.

DIET Alumni Association is acting as a bridge between the Students, Teachers and Administrators of DIET and supporting in terms of infrastructure development, skill development and research activities.

DIET ALUMNI ASSOCIATION (DAA)

Aims and Objectives:

- To establish contact with all passed out students of the institute and organize meets periodically.
- The main objective is to keep the bond intact and support the upcoming batches.
- Many old students have ventured into various fields and are placed in India and abroad, the Association would be the best and most suited arena to bring them together to exchange nostalgic feelings, ideas, and thoughts, improve scientific knowledge and approach of the student fraternity.
- To arrange meetings in order to discuss on improvisation of the Association and to support the institute needs if possible.
- To help in conducting & participating in various scientific meetings, conferences of National and International standards.
- Providing DIET Alumni association members an opportunity to enlighten the existing student fraternity by giving guest lectures
- The association aims to stand by the vision & mission of the Institute in building new world.

File Description	Documents
Paste link for additional information	<a href="https://diet.edu.in/cmoon_pdf/alumni_1.pdf">https://diet.edu.in/cmoon_pdf/alumni_1.pdf</a>
Upload any additional information	<a href="#">View File</a>

#### 5.4.2 - Alumni contribution during the year E. <1Lakhs (INR in Lakhs)

File Description	Documents
Upload any additional information	No File Uploaded

### 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

##### Vision:

To evolve into a premier technical institution ensuring academic excellence and promoting innovational research.

##### Mission:

- To impart high quality technical and professional education to uplift the living standards of the youth by focusing on employability, higher education and research.
- To bridge the gap between industry and academia by introducing add on courses based on industrial and academic needs.
- To develop responsible citizens through disciplined career and acceptance of ethical values.
- To be a student centric institute imbibing experiential, innovative and life long learning skills addressing societal problems.

To realize the vision and mission, the institute adopts a system-driven and participatory mode of governance with all stakeholders (students, staff, management, parents, alumni, employer and societal representatives) participating actively in its administration at different levels with accountability.

**The Apex body - Governing body**

- Strategic Committee.
- Monitoring Committee.
- Examination Committee.
- Finance Committee.
- Academic Committee.
- Department Advisory Committee.
- Research Committee.
- IQAC.
- Other Functional Committees.

File Description	Documents
Paste link for additional information	<a href="https://diet.edu.in/">https://diet.edu.in/</a>
Upload any additional information	<a href="#">View File</a>

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

**Institution Practices for effective leadership:**

In order to attain the Institute Short term and Long term goals, the institute practices for effective leadership in a transparent manner.

**1. Short term goals**

1. To achieve academic excellence by securing 100% Pass in the University Examination.
2. Enable scholastically vibrant environment for learning, teaching, research and development for students and staff for their personal and professional growth.
3. Prepare students to excel in communication, inter-personal and entrepreneur skills.
4. Motivate students to foster and develop qualities of leadership, inter-personal and problem solving skills to face the professional and personal challenges in life.
5. Inculcate the qualities of integrity, honesty, loyalty and patriotism among students.
6. Stimulate a desire among students and faculties to make full use of infrastructural facilities and expertise within themselves to serve the society and the Nation.
7. Foster a harmonious, cordial and tripartite relationship

among the management, faculty and students for their respective growth and for the establishment of a congenial academic environment in the college.

8. Achieve 100% Placements for Students.
9. Quality assertiveness through National statutory bodies of Accreditation.

## 2. Longterm goals

1. Connectivity with the Academic Institutions of National and International importance.
2. To evolve as an Autonomous Institution.
3. To evolve into a Center for Excellence in Engineering and Technology by undertaking Nationally and Internationally acknowledged research and development works.

The practices of decentralization and participative management are as follows.

- Chairman, Governing Body.
- Principal, Vice-Principal, Institutional Conveners in IQAC, R&D, Academics, Training & Placement, Skill enhancement, Examinations and Green Campus.
- HoDs, AICTE recommended statutory essential and desirable committees like Grievance, Anti-ragging, ICC and DLCC etc.,

Functional committee coordinators, student bodies, alumni, parents, employers and other stakeholders. The bodies namely: Governing Body, Institute Academic Committee, RD Committee, IQAC Committee, Training and Placement committee, Administrative Committee, Academic Review Committee, Food and Canteen Committee, Examinations Committee, Grievances committee, Internal Complaints Committee, Discipline Committee, Knowledge Information and Media Committee, Anti Ragging Committee, Admissions Committee, Literary and Cultural Committee, National Social Services Committee, Sports Committee, Transport Committee and Career Counselling Committee. The above said committees are at department level. Moreover, at Institute level, conducts meetings monthly, quarterly, and yearly to discuss the problems if any and resolve the issues. The Institute organizes workshops at department level involving experts from industry/research organizations. The Staff Theory and Lab Readiness Programme (STLRP) has been prepared before the commencement of the classes and Staff Theory and Lab Completion Programme at the closing of the semester by preparing Workloads, Time Tables, Course files, Mentor books at PG and UG levels. The feedback collected from students, parents and alumni for

curriculum and suggestions/ATR were replaced in Academic Committee Meetings. Employability and Value based education, Choice based Credit system/Elective Courses as directed by the affiliating university. Curriculum enrichment by incorporating Value added and Add-on courses. Remedial and skill oriented sessions to meet the requirement of slow learners and active learners respectively. Organizing Seminars/Workshops / Training programmes / Faculty Development Programmes. Sponsoring faculty for conferences /Seminars/Workshops. Establishment of Research forum with Doctorates. Encouraging faculty towards procuring projects.

File Description	Documents
Paste link for additional information	<a href="https://diet.edu.in/cmoon_pdf/functional_committees.pdf">https://diet.edu.in/cmoon_pdf/functional_committees.pdf</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

- Curriculum Development
  - Value Based Education.
  - Adopted Elective Based Curriculum.
  - Prescribed by JNTUK Affiliating University.
  - Open electives across the programs to enhance the strength, knowledge and professional competency of the students.
  - Industry Institute gaps.
  - Curriculum enrichment through Add on Courses and Certificate Courses.
  - Feedback on curriculum from stakeholders.
  - Programmes flexibility to register for the courses offered by various competent institutions like IIT, NIT etc.,
- Teaching and Learning
  - Organizing Seminars, Conferences and competitions to promote creative thinking to extract desired competencies.
  - Extensive use of ICT in teaching and learning beyond classrooms. Involving experts from industry and other research and academic institutions.
  - Focus on experiential learning and participatory learning.

- Effective implementation of academic schedule and teaching plans. Student Seminars, Assignments, Projects and Field work are part of the curriculum in majority of the programs.
- The advanced learners take partnership in innovative projects with the faculty members.
- Remedial and backlog classes are being conducted for slow and backlog students respectively.
- Examination and Evaluation
  - Since it is affiliated to JNTU Kakinada, the institute is following policies and reforms made by the university from time to time.
  - In order to evaluate the internal assessment as recommended by University, the institute has given the assignment questions one in pre mid and one in post mid.
  - Online Quiz examinations are being conducted as directed by affiliating university.
  - The practical/laboratory internal assessment is being made based on the day-to-day performance, record and internal examination and viva.
  - To evaluate the UG/PG Projects, the institute's PRC conducts three internal reviews and external viva-voce as per the directions of affiliating university.
  - Videography and Double valuation in internal examination for all PG Courses.
  - Grievances cell for examination related grievances is in operation.
- Research and Development
  - The Institute is having R&D laboratories with state -of - the - art infrastructure.
  - The institute encourages the cross cultured and multi-disciplinary research among the faculty and students by providing the industry and academia connectivity.
  - Journal Paper, Book Chapter, Publications Patents, Designs, Innovative Ideas and Copyrights are highly appreciated and rewarded.
  - The Institute encourages and supports Projects and awards on Research Incentives, Ideas and Innovations.
  - Organizes Seminars and Workshops on Research.
- Library, ICT and Physical
- Infrastructure / Instrumentation



- The Library is having more than required number of titles.
  - DIET Central Library possesses Integrated Library Management Software (SOUL 2.0) which supports for automation. It maintains separate Online Public Assess Catalogue (OPAC) for students and faculty to visualize the status of books.
  - Moreover, maintains separate book bank for SC, ST students. Annually, the Central Library takes the privilege to reward both faculty and students with Best Library User Awards.
  - Extensive use of ICT class rooms in teaching learning. Regular monitoring of physical infrastructure and repairing as per requirement.
- Human Resource Management**
- The Institution has collaborated with industries and research organizations like NRDC.
  - Implementing AICTE initiatives such as IIC, NISP. It has 13MOUs with reputed organizations.
  - Organizing Workshops, FDPs, Seminars, Webinars in association with Industries and Academic Institutions.
- Admission of Students**
- The Institution has a well organized and a transparent admission mechanism.
  - All the admissions are completely on merit basis in accordance with the rank obtained in the Common Entrance Tests like [EAPCET, ICET, ECET, PG CET] or marks obtained in qualifying examinations in case they are applying for direct admissions which needs to follow the rules of reservations as specified by Government of Andhra Pradesh.
  - As a result, students belonging to OC., SC., ST., BC and other minority categories will get a justified admission as per the branch chosen. Moreover, Girl students are enrolled in large numbers.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="https://diet.edu.in/cmoon_pdf/strategicplan.pdf">https://diet.edu.in/cmoon_pdf/strategicplan.pdf</a>
Upload any additional information	<a href="#">View File</a>



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 functioning of the institutional bodies is effective and efficient which is reflecting through policy implementation, administrative setup, appointment and service rules.

#### Quality Policy:

Dadi Institute of Engineering and Technology are committed to impart high quality technical education and develop holistic engineering graduates, cherishing responsible citizenship, creativity, innovation, teamwork and adapt to change.

#### Administration:

##### Principal

The principal shall be the Head of the Institution. He shall be the immediate superior to all the members of the staff working in the Institution. He shall be assisted by Vice Principal and other non-teaching staff in discharging his duties and responsibilities.

The Principal shall be in communication, wherever necessary, with the Heads of the Departments and parents / guardians of the students.

There shall be a Principal's office consisting of a Administrative officer, other admin and non-teaching staff. The office shall maintain the admission registers, scholarship accounts, casual leave, compensatory leave, etc., of the teaching, admin, technical and non-teaching staff of the Institution and such other records necessary for effective administration.

##### Head of the Department

There shall be such departments of study as may be constituted from time to time each under a head nominated by the Correspondent on the recommendations of the Principal of the Institution concerned. Generally, the senior most from among the faculty of the department concerned shall be nominated on rotation basis as the Head of the Department for a specific period.

#### SERVICE RULES

##### Human Resource Planning

The Principal shall assess in the month of April every year or during the academic year end breaks, the staff requirement for the immediate semester or academic year.

He/ She will obtain the staff requirement lists from all the Heads of Department and arrive at the number of faculty members and administrative staff required with the stipulated guidelines in mind.

He will consider appointing a Professor to be the Head of every discipline, besides the number of Associate and Assistant Professors required in accordance with the teacher student ratio prescribed herein.

The teacher student ratio shall be 1:20 for UG Courses and 1:15 for PG Courses.

#### Recruitment

The selection committee shall prepare a job description and job specification for the candidate to be recruited.

#### Pay Scales

#### Teaching Staff:

DIET is implementing AICTE envisaged scales of pay with little departures basing on the market demand and supply conditions of qualified candidates with efficacy, that too with an intention of improving staff retention ratio. For that purpose; at the time of fixing incumbent's scale of pay, the earlier service either in academic, research and industry experience of the incumbent, if any, are being taken into consideration. Consequently, basing on the academic credentials, performance in the interview, earlier service, and earlier salary drawn; the Governing Body of the Institute will fix the Scale, Basic Pay, Academic Grade Pay (AGP) and the DA payable to the newly selected employee, from time to time.

#### PROMOTION POLICY

All promotions shall be considered on the basis of merit- cum - seniority basis.

The Principal shall appoint a committee for promotion, in which he shall be the Chairman, with two Professors and invited experts

from other academic Institutions.

The Committee shall consider promotion of teaching staff to the next higher position on the basis of the guidelines given in this chapter and as per AICTE norms, subject to the condition that there has not been any disciplinary action taken against such candidate for promotion, for any misconduct he/she has committed during the service.

Under normal circumstances the senior most member of the staff shall be considered for promotion to the next higher level position, subject however, he/she had completed the years of service in the present position as prescribed by AICTE and concerned University.

Those who are promoted shall be fitted in the Scale of Pay applicable to that category.

All decisions on promotions shall be taken up from the month of June every year or as decided by the GoB.

#### RETIREMENT

##### Retirement from Service

All teaching and non teaching staff shall retire on completing the age of superannuation, which are 62 for teaching and 60 for non-teaching.

When a faculty member completes the age of superannuation on a day falling during the academic year, shall be retired on the 1st of May of the succeeding year.

The College will communicate in writing before 6 months of retirement, as a measure of assistance to the retiring employee.

If the retiring employee has accumulation of annual leave to his/her credit, the same can be availed in the period preceding his/her retirement by making application to the Principal and appropriate sanction by him.

The age of super-annuation as mentioned above shall not be applicable to the Professors of Emeritus and Special Category appointments.

File Description	Documents
Paste link for additional information	<a href="https://diet.edu.in/cmoon_pdf/policies_and_procedures_library_sports_computers.pdf">https://diet.edu.in/cmoon_pdf/policies_and_procedures_library_sports_computers.pdf</a>
Link to Organogram of the Institution webpage	<a href="https://diet.edu.in/cmoon_pdf/organogram_of_institution.pdf">https://diet.edu.in/cmoon_pdf/organogram_of_institution.pdf</a>
Upload any additional information	<a href="#">View File</a>

### 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	<a href="#">View File</a>
Screen shots of user interfaces	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<a href="#">View File</a>

## 6.3 - Faculty Empowerment Strategies

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

The Institution is providing welfare schemes to Teaching and Non-Teaching staff. For Teaching staff, It provides Employee Provident Fund as per EPF rules, ESI as per Insurance guidelines and also provides increments and incentives as per self appraisal reports and also provides group insurance to all the staff members as per GPA scheme.

For Non-Teaching staff also, the institute provides EPF, ESI,

Group Insurance and incentives as per the administrative manual of the institution and also Institute provides loans and advances to the non-teaching staff and sanction maternity leaves and long leaves to those who apply with necessary financial assistance.

File Description	Documents
Paste link for additional information	<a href="https://diet.edu.in/cmoon_pdf/6_3_1_welfare_measures_for_teaching_and_non_teaching_staff_1_1.pdf">https://diet.edu.in/cmoon_pdf/6_3_1_welfare_measures_for_teaching_and_non_teaching_staff_1_1.pdf</a>
Upload any additional information	<a href="#">View File</a>

### 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

3

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

### 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

7

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	<a href="#">View File</a>
Reports of Academic Staff College or similar centers	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>

### 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

135

File Description	Documents
IQAC report summary	<a href="#">View File</a>
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

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

The institution regularly maintains the self appraisal system for both teaching and non-teaching staff. The teaching staff members are eligible for the rewards and welfare activities based on their performance, contribution and years of service at the institution

semester wise as well as year wise.

In semester wise, awards and rewards are considered according to the results in theory papers and also Best Teacher award will be presented to one faculty every year based on the selection of received applications as stipulated from time to time. Silver medal and cash awards are also presented to the best performers.

File Description	Documents
Paste link for additional information	<a href="https://diet.edu.in/cmoon_pdf/6_3_5_1.pdf">https://diet.edu.in/cmoon_pdf/6_3_5_1.pdf</a>
Upload any additional information	<a href="#">View File</a>

## 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 institute has an effective mechanism for auditing the accounts. It conducts internal and external financial audits regularly with transparency. The observation made during these audits is considered with utmost responsibility and action is taken to rectify immediately.

### Need for Financial Auditing:

- Monitoring the effectiveness of internal controls and proposing improvements
- Evaluating risk management policies and procedures
- Examining the effectiveness, efficiency and economy of operations and processes

### Internal Audit:

Internal auditor examines records of the transactions, ensures compliance with the management system procedures and test the effectiveness and implementation of internal controls. They evaluate the internal controls and make recommendations on improvement.

### External Audit:

M/S.AV.R & Co, Chartered Accountants have been our Statutory



Auditors, will complete the process of statutory audit regularly as per Government rules and assure the institution of various compliances.

**Audit Procedure Includes:**

- Disbursements are supported by appropriate source documents
- Periodic/timely reconciliations are performed of the department's statement of condition, trust
- Accuracy of amounts and receipt of income from investments

External Auditor reported that the financial statements give a true and transparency in conformity with the accounting principles on the Balance Sheet and Income & Expenditure Account.

File Description	Documents
Paste link for additional information	<a href="https://diet.edu.in/cmoon_pdf/6_4_1_weblink.pdf">https://diet.edu.in/cmoon_pdf/6_4_1_weblink.pdf</a>
Upload any additional information	<a href="#">View File</a>

**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)**

0

File Description	Documents
Annual statements of accounts	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	<a href="#">View File</a>

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

The institute has an effective mechanism for auditing the accounts. The accounts of the institute are audited by chartered accountant regularly as per Government rules. When there are additional expenses over and above the budget proposals, special

sanction is to be taken from the management. The Accounting and Audit Committee looks after the Internal Audit and it is presented to the certified Chartered Accountant. External and Internal Financial Audits have been done for the financial year 2020-21.

The Governing body of the institute has well formulated strategies for financial and infrastructural policy. The management of DIET ensures effective, optimal and efficient use of financial resources.

#### Sources of Funds:

- Tuition Fee
- JNTU Registration & Infrastructure Fee
- Affiliation Fee
- Bus Fee
- Admission Fee
- R & D Consultancy Receipts
- Examination Receipts
- Funds from AICTE

The major source of revenue for the institute is the Annual tuition fee collected from students.

#### Utilization of Funds:

Budget of the Institute is prepared every year by the Institute for proper distribution of the funds and its utilization. The college budget is allocated based on the needs. All the departments are requested to submit an estimate of requirements for their respective department which is discussed under various heads of their department. The needs of the particular department are analysed separately and the required budget is allocated. Budget approvals will be communicated to the departments and sections. The requests are consolidated and reviewed by the Administration team and funds are allotted. Utilization of allocated funds are monitored periodically and reviewed at the end of the Financial Year.

File Description	Documents
Paste link for additional information	<a href="https://diet.edu.in/cmoon_pdf/6_4_3_mobilizationoffunds.pdf">https://diet.edu.in/cmoon_pdf/6_4_3_mobilizationoffunds.pdf</a>
Upload any additional information	<a href="#">View File</a>

## 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

### Quality assurance strategies

- Day to day data collection.
- Innovative pedagogical techniques in teaching learning practices.
- Academic and Administrative auditing.
- Participation in National and International ranking.
- Conducting quality related workshops.
- AQAR preparations.
- Quality initiatives for research work.
- IPR and patent filing.
- Applying IQAC for funding to the statutory bodies.
- Quality initiatives in governance.
- Quality initiatives for better employment.
- Quality initiatives for faculty improvement strategies.
- Quality initiatives in the student performance.
- Feedback mechanism and SSS.

File Description	Documents
Paste link for additional information	<a href="https://diet.edu.in/cmoon_pdf/6_5_1_iqac.pdf">https://diet.edu.in/cmoon_pdf/6_5_1_iqac.pdf</a>
Upload any additional information	<a href="#">View File</a>

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 continuously reviews and takes steps to enhance the quality of the teaching-learning process. The Academic Calendar is prepared in advance, displayed and circulated in the Institute and strictly followed. Class work dates, Public Holidays, Summer vacations, examination schedules and declaration of results are notified in the Academic Calendar. All newly admitted students have to compulsorily attend the Orientation Programme, where students are brought to light of the philosophy, the uniqueness of the Education system, the teaching-learning process, the system of continuous evaluation, compulsory core courses, various co-curricular activities, discipline and culture of the Institute. All students are also given a guided tour of the campus and the

various facilities. All students are provided with the Student Diary that provides all details relevant for students. Students are apprised of the Time-Table, Programme structure, syllabi of the courses before the semester commences.

The HOD and the Discipline Committee members make random visits to ensure smooth functioning of classes. Class Teachers will be regularly in touch with students and take feedback about teaching and learning, syllabus coverage, and appropriate suggestions will be given to faculty to enhance the teaching-learning process. Feedback from students is also taken individually by teachers for their respective courses, and directly through IQAC. Students are free to approach the Principal of the Institute for feedback and suggestions. Feedback is properly analyzed and shared with the Principal, HODs and individual faculty members. The teaching-learning processes are reviewed, and improvements implemented, based on the IQAC recommendations. The major initiatives taken over the last five years include the following:

- Introduction of Daily Home Assignments.
- Automation of Admission Processes - Provision for online fee payment.
- Automation of Examination Processes.
- Green initiatives in Campus - tree plantation, solar photo-voltaic power plants etc.
- MoUs with prestigious Institutes, Govt. agencies.
- Application for NIRF, ISO and NAAC Certifications.
- IQAC conducts the academic audit for every semester.

Instructs the faculty members to improve the teaching learning process. In addition to IQAC, the Institute also considers the recommendations of the Institute Academic Committee with Senior academicians which regularly reviews the progress and makes necessary recommendations in an advisory capacity.

File Description	Documents
Paste link for additional information	<a href="https://diet.edu.in/cmoon_pdf/6_5_2.pdf">https://diet.edu.in/cmoon_pdf/6_5_2.pdf</a>
Upload any additional information	<a href="#">View File</a>

**6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for**

**A. All of the above**

**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)**

File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://diet.edu.in/cmoon_pdf/6_5_3_quality_initiatives_new.pdf">https://diet.edu.in/cmoon_pdf/6_5_3_quality_initiatives_new.pdf</a>
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## 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

DIET has a strong principled work ethos that is based on gender equity or inclusivity. It follows moral values in its working culture irrespective of gender, caste, creed, religion, language etc. Equal opportunities are provided to all. DIET provides Safety, security and comfort, along with friendly working and study ambience for its staff and students respectively. Gender Equity plays an important role in Individual development and Institutional growth. Students are encouraged and motivated to participate in all the events that are conducted from time to time in the Institute. Students vigorously take part and win many awards in various events/activities at the institute level and University level.

Students feel safe and secure due to the following facilities provided by DIET:

#### (a) Safety and Security

- Well-trained and vigilant women security guards stationed across the campus.
- Security checkpoints at all campus entries and exits.

- Extensive surveillance network with 24x7 monitored control rooms.
- Discipline Committee vigilant all the time in the campus.
- Grievance Redressal Committees for staff and student, to dealwith the issues related to internal conflicts among students
- Strict implementation of Anti-Ragging, Anti-Smoking and Mobile Free Campus.
- Awareness campaigns are organized on women safety and gender sensitivity through various events by NSS and DLCC student volunteers.
- ICC-Internal Complaint Committee takes care of the issues related to Women or Girl students in the institute.

(b) Counseling

- The Teacher Mentoring system at faculty level for students to discuss avenues related to academics, overall development of students and nurturing them for their all round progress.
- Class and Proctorial Committees are available for counseling and mentoring both males and female students.
- DIET Alumni Association and Placement Cell
- Orientation Programmes for Students.
- Medical Counseling, Moral Counseling, Career Counseling sessions at regular intervals.
- Vocation Counseling through medical camps by NSS units at the adopted villages.
- Continuous feedbacks from all its stakeholders for all the aspects.

(c) Common Rooms: In all the Departments, common rooms have been allocated for men and women

(d) Other measures of Gender Sensitization include -

- Curriculum, Coursework, Co-education.
- About 60% among the staff at DIET are female and about 60% students are girls, which makes it to have a successful vision and mission of Gender Equity.
- Active involvement of students in, co-curricular activities including sports, Dance, Skit performance, Music, Singing etc. as a part of course in all Diploma, UG & PG programmes and also at intra-mural inter mural and inter-university levels.



File Description	Documents
Annual gender sensitization action plan	<a href="https://diet.edu.in/cmoon_pdf/annual_gender_plan_converted2.pdf">https://diet.edu.in/cmoon_pdf/annual_gender_plan_converted2.pdf</a>
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	<a href="https://diet.edu.in/cmoon_pdf/gender_equality_3.pdf">https://diet.edu.in/cmoon_pdf/gender_equality_3.pdf</a>

**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	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**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**

The Institute has been putting efforts to keep the environment clean since its inception. But the auditing of this non scholastic effort of the institute has not been documented. Therefore, the purpose of the present green audit is to identify, quantify, describe and prioritize framework of Environment Sustainability in compliance with the applicable regulations, policies and standards. The study covered the following areas to summarize the present status of environment management in the campus: 1. To document the quality of recycled waste water for gardening, Zero Liquid Discharge Concepts. 2. To document the solid Waste disposal system and e-waste management. 3. More efficient resource management, paperless offices. 4. To provide basis for improved sustainability and biodiversity. 5. To enable waste management through reduction of waste generation, solid- waste and water recycling. 6. Recognize the cost saving methods through waste minimizing and managing. 7. Impart environmental education through systematic environmental management approach and bench marking for



environmental protection. 8. Financial savings through a reduction in resource use.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	<a href="#">View File</a>
Geo tagged photographs of the facilities	<a href="https://diet.edu.in/cmoon_pdf/7_1_3_describe_the_facilities_in_the_institution_for_the_management_of_the_following_types_of_degradable_and_non_degradable_waste3.pdf">https://diet.edu.in/cmoon_pdf/7_1_3_describe_the_facilities_in_the_institution_for_the_management_of_the_following_types_of_degradable_and_non_degradable_waste3.pdf</a>
Any other relevant information	<a href="#">View File</a>

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

B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**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	<a href="#">View File</a>
Any other relevant documents	<a href="#">View File</a>

**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**

**B. Any 3 of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
Certification by the auditing agency	<a href="#">View File</a>
Certificates of the awards received	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**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**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	<a href="#">View File</a>
Details of the Software procured for providing the assistance	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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).

Institute has taken following efforts /initiatives for providing inclusive environment to enhance harmony towards cultural, regional, linguistic, communal, social economic and other diversities.

Every year the institute prepares an academic calendar to keep students, faculty, and staff reminded of key dates throughout the academic semester and year. Academic calendar will pertain the information related to all important days (Like Abdul kalam Anniversary, Yoga Day, Christmas day etc.) which are celebrated at the institute level.

To incorporate the Multi Linguistic and Cultural diversity as well as to promote equal use of all national religions throughout the Institution, we celebrate Pongal , Diwali, christmas etc. We have organized various sessions on Indian Knowledge System and the policies implemented in NEP 2020. The aim of this celebration is to inculcate the students about various cultures and create an equality among the students irrespective of caste and religion. Our country is well known for its history. We promote the pride of our country by conducting events like Azadi ka Amrit mahotsav, book-reading events, quizzes, poetry and literature exchanges, and other activities that promote the language. The annual magazine of the institute, "DIET Memoir" contains articles in different languages.

Every year, the National Service Scheme (NSS) unit of the institute organizes a week long camp in schools at rural areas. Students make children aware of various social issues such as women empowerment, farmer suicide, female feticide and gender equity etc.

To celebrate Women's day, the institute organizes various sessions for women employees and students for increasing awareness related to women's rights, safety, security and health issues.

To protect environment and to preserve our ecosystem institute routinely organize activities like tree plantation, Swachh Bharat and traffic management. These activities protect our cultural heritage and make our students active citizen of Swachh Bharat Mission.

Donating blood is a great way of giving back to our community because there is a constant need for blood in blood banks. The institute organizes blood donation camps in every semester to motivate students and staff members to donate blood voluntarily.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

Institute has taken initiative to sensitize and inculcate values, rights, duties and responsibilities of citizens through activities mainly organized by National Service Scheme (NSS), DIET Literary and Cultural Club(DLCC), Internal Complaints Committee (ICC), Staff/Student Grievance committee, Anti-ragging committee, Discipline Committee etc.

Institute takes consistent effort to inculcate values among students. Institute always put best towards overall development of the students by organizing Student Induction Program in early days of their engineering education. Apart from technical subjects, students are asked to enroll for MOOCs courses which promote human values and ethics in them. Throughout the year, NSS ensures to conduct activities such as tree plantation, pollution awareness camps etc. in order to preserve national, social, environmental and historical values.

Institute creates awareness about human Rights as per constitution obligation. Institute celebrate voters day, human rights day and various events under Vigilance awareness week including the pledge creating awareness among the pertaining corruption. Internal Complaints Committee (ICC) sensitizes about women rights , gender equity and awareness on various apps on women security like "DISHA ". Voting awareness program is conducted to make students aware about voting rights and also help them to enroll their names in the voters' list.

Students and employees are sensitized about constitutional obligations related to duties and responsibilities through the activities like tree plantation, Swachh Bharat, yoga and physical exercises etc. NSS unit regularly organizes various activities and annual residential camp to sensitize students about social responsibility. It also extends support through Unnat Bharat Abhiyan in which students carry out the survey of socio economic problems of the rural areas. NSS unit take remarkable efforts to celebrate Independence Day, Republic Day, Yoga day, and birth anniversaries of great national heroes etc. to revive the national spirit, duties and rights defined by the constitution.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**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**

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
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	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

DIET, celebrates National and International commemorative days, events and festivals every year to create an ambiance of healthy and conducive environment for all to celebrate each other's festival and unitedly take part in national and international festivals. The disparities and indifferences would be eliminated with such inclusive celebrations in the campus. The significance of cultural and rich heritage of India with various religion and cultural ethnicity could be blended and be enriched among students.

- Every year DIET celebrates National Festivals like Independence Day on 15th August and Republic Day on 26th January with splendour and jollity by hoisting the national flag in the Campus. After unfurling the flag, students sing the National Anthem and other patriotic songs. On these occasions, the Independence Day or Republic Day messages are delivered by Chairman, Principal, HODs, students and Staff.
- DIET organizes and celebrates Teachers' Day every year on September 5th in memory of Dr. S. Radha Krishnan, former President of India. Eminent educationists and teachers are invited to deliver the Teachers' Day Messages.
- National Education Day is observed on 11th November every year to mark the birth anniversary of Sri. Maulana Abul Kalam Azad, first education minister of independent India. Various literary, cultural and sports competitions are held during National Education Day celebrations.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

## 7.2 - Best Practices

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



DIET followstwo best practices and has achievedtremendous success in accomplishing the institute's mission and vision:

Best practice 1-Professional bodies and connectivity.

- DIET is a self-financed Private Engineering instituteassociated with a greater number of International and National Level Professional Bodies having active student branches. Student branches of The Institute of Electrical Electronics Engineers (IEEE), Association for Computing Machinery (ACM), The Institute of Engineering Technology (IET), Indian Society for Technical Education (ISTE), Computer Society of India (CSI), The Institute of Electronics and Telecommunication Engineers (IETE), The Institute of Engineers (INDIA), Confederation of Indian Industries.

- DIET IEEE Student Branch is the only active SB in the bay region, (CII), Infosys Campus Connect, APITA, Andhra Pradesh Society for Mathematical Sciences (APSMS), Andhra Pradesh Chambers of Commerce and Industry Federation and also implemented the programs in association with these professional Bodies. DIET IEEE students consistently take part in the IEEE Extreme global 24-hour programming competition with record no. of teams participating and grabbing good number of world rankings.

Best Practice 2- Counseling and Mentoring

Mentor monitors the students in the following aspects-

1. Student general information
2. Monthly consolidated attendance
3. Internal examinations and evaluation
4. University examinations
5. Bi- weekly report of academics,
6. Behavior and extracurricular activities
7. Academic development



8. Personality development.
9. Indiscipline activities if any
10. Details of Parent's visit
11. Conducting parents meet
12. Feedback from parents
13. Mentor overall report
14. CRT Classes
15. Suggestions of the mentor for further development
16. Motivate the students to do the project works in innovation and incubation Center.

File Description	Documents
Best practices in the Institutional web site	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

### 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

#### Institutional Distinctiveness

In addition to preparing the students with core competencies to face the challenges globally, the Institute continuously strives in making the students to understand and contribute to the socio economic development and welfare of the society. The Institute adopts Supply-Service-Societymotto to fulfill its role of social responsibility and inspires the students to follow the same in their lives.

**Supply:** The Institute DIET prepares the skillfull & technical students and supplies the same to cater to the requirements globally.

**Service:** Values keep the students motivated to work towards the

goal in the society. It allows the students to give someone else a helping hand when they are in need. It helps by building up others that are in need. The institute DIET students and staff will always keep up their values to motivate the work and the needs of the society. As a part of that the institute with the support of Government of India by the name of UBA the students of NSS voluntary team visiting the allotted neighbourhood villages and extending their service as a part of transforming India.

Society: Ethical values are the foremost interest of the institute, the students, staff and management are continuously serving the locally adopted villages to face the social crisis during the natural devastations like COVID-19. The institute came forward as an act of kindness to help the needy people during the societal crisis.

Eg: Lockdown, supplies with relief materials.

## 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 Institute ensures effective curriculum delivery through a well-planned and documented process. The Institute considers effective delivery of curriculum as the most vital curricular aspect, further it follows the curriculum prescribed by the JNTUK University through its Board of Studies. Few faculty members have worked on the Board of Studies and their sub-committees, substantially contributed to the curriculum development. The institute ensures effective curriculum delivery through systematic and strategic transparent mechanism with the below operating procedures:

- Teaching faculty is given the freedom to select subject of their expertise, in-turn endorsed by heads of the respective departments in a transparent work load distribution mechanism.

The syllabus, lesson plan, lecture notes and additional study material are prepared as per the curriculum and made available to students before the start of every semester.

- The academic committee oversees all the academic activities viz., preparation of effective time tables, syllabus completion and conduction of practical sessions in Labs, Assessment tests, Project and Seminar reviews, and any other issues of academic importance through the formats of STLRP [Semester Theory & Lab Readiness Programme] and STLCP [Semester Theory & Lab Completeness Programme]
- The Time Tables are displayed on the Notice Board and also uploaded on the institute website.
- Student evaluation is done in line with the university norms through Mid Exams [Online & Offline], Lab Internal and External Exams, Assignments, Tutorials etc.,
- The institution maintains EZ and ECAP Software at macro level to capture the comprehensive database of all the academic activities.
- The course structure and contents of a course are

oriented carefully to meet Program Outcomes (POs) and Program Educational Objectives (PEOs).

- Several Memoranda of Understandings (MoUs) with local and national industries relevant to programs have been signed to make students acceptable at local, national and global level.
- Also by conducting workshops, seminars, guest lectures, invited talks and conferences periodically, students get an opportunity to interact with the academic and industrial experts which helps to deliver the curriculum more effectively.
- The Institute encourages Choice Based Credit System (CBCS) through Elective subjects and self-learning certification courses through Swayam, NPTEL, Course era, Eduskills etc.
- Internships & live projects, Value added courses to enhance communication; employability and entrepreneurship skills are also encouraged to enrich the curriculum delivery.
- The Institute established an Entrepreneurship Development Cell (EDC) that helps in developing entrepreneurship skills among the students through their interaction with successful entrepreneurs, industrialists and academicians through professional bodies like IEEE, ISTE, IETE, CSI, ACM, IE[I] etc.,
- Campus Recruitment training is also provided to students through In-house and External trainers for enhancing the technical, programming, coding and analytical skills apart from English language and communication skill based training offered through Cambridge BEC [Business Entrepreneur Certification] Course.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://diet.edu.in/cmoon_pdf/course_file_sample1.pdf">https://diet.edu.in/cmoon_pdf/course_file_sample1.pdf</a>

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

- Being affiliated to Jawaharlal Nehru Technological

University-Kakinada, the Institute follows University-prescribed curriculum and meticulously develops action plans for effective implementation of the same with highest priority given for academic excellence. Teachers are encouraged to impart the curriculum through innovative teaching methods including power point presentations, flip classroom, experiential learning, assignments, In house peer discussions, workshops, seminars, industrial visits, E-learning apart from regular/conventional chalk and talk methods. The standard operating procedures for preparation of Institute Academic Calendar in line with University Academic Calendar are briefed below:

- The academic calendar of the Institute reflects curricular, co-curricular and extra-curricular activities planned for the semester which is based on the University calendar.
- The holidays considering Govt./University holidays and tentative dates for vacations are mentioned in the calendar. Any required changes/ reforms are included in the calendar for the present semester.
- The number of continuous assessments to be conducted is indicated in the calendar following guidelines and timeline provided by the university.
- Along with the internal assessments, the co-curricular and extracurricular activities are also mentioned in the calendar.
- While preparing the calendar of the prevailing semester, compliance of previous years' academic calendars and deviations, if any, are taken as reference.
- The tentative academic calendar is prepared at Institute level and the same is discussed in the Academic Committee Meeting in presence of all the Heads of Departments and ACM members and distributed for circulation for any feedback. Any Suggestion/Feedback regarding the calendar are communicated by the employees (faculty members and staff) to the Principal's office and the same are incorporated, if necessary, after due deliberations in the Academic Council/IQAC.
- Thereafter, the final version of the academic calendar is published and circulated. It is published at the beginning of every semester. Along with Academic Calendar, the Activity Calendar is also prepared to conduct extra-curricular and co-curricular activities for the students as part of Mandatory Additional Requirements

(MAR) of the University.

- The academic calendar contains the dates for the following categories of activities:
- Commencement of class
- Orientation/Induction programme
- Extra-curricular events like NSS Events, DLCC Activities, Blood Donation camps, Awareness Sessions
- Co-curricular events like student chapter activities, professional body events
- Training & Certification Courses
- CRT Sessions
- Workshops/Guest Lectures/Conferences/Seminars/Youth Fests, Online Lectures, NPTEL courses etc.,
- Mentoring activities like individual interaction between Faculty Mentors and Student Mentees as per guidelines of the University
- It includes specific dates for conduction of Continuous Internal Evaluations for theory subjects and for Practical papers, as prescribed by the University
- End-semester examinations (Practical & Theory) for University assessments
- Commemorative events, Holidays and Semester-break

File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
Link for Additional information	<a href="https://diet.edu.in/cmoon_pdf/continues_internal_evaluation.pdf">https://diet.edu.in/cmoon_pdf/continues_internal_evaluation.pdf</a>

**1.1.3 - Teachers of the Institution participate 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**

**A. All of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 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

16

File Description	Documents
Any additional information	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	<a href="#">View File</a>
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

### 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)

7

File Description	Documents
Any additional information	<a href="#">View File</a>
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

612

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



612

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

### 1.3 - Curriculum Enrichment

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

The institute's curriculum effectively integrates cross-cutting issues relevant to gender, environment sustainability, human values ,professional ethics and leads to a strong value-based holistic development of students. Various activities are organized throughout the year as part of the curriculum that helps in this endeavor.

#### 1. Gender Sensitivity:

Gender related courses are an integral component of various programmes. Students are sensitized and encouraged to work towards gender equity from a cross-cultural perspective. Free counseling services are provided through a Counseling Cell. Gender sensitization camps are organized to educate about women's rights, human rights, child rights, gender justice and gender equality. Compulsory core courses along with the wide range of community outreach programmes that include health and hygiene camps, hole-in-the-wall and village adoption, enable exposure to real life situations. The Institute annually organizes seminars, conferences, guest lectures, exhibitions, and literary activities that help in gender sensitization.

#### 2. Environment and Sustainability:

Environment awareness camps, seminars, workshops, guest lectures, industrial visits and field excursions are organized. Environment Day, Earth Day and Water Day are annually celebrated. DIET accords great importance to research in interdisciplinary areas focused on renewable energy, environmental pollution, agriculture, education and healthcare.

### 3. Professional Ethics & Human Values:

The subject "Professional Ethics & Human Values" is included as part of the curriculum. It is compulsory for all the students, irrespective of any stream. Apart from this we have initiated the faculty to take part in the FDPs related to Development of Professional Attributes for OBE Curriculum & reverting the information to students & faculty for the development of these principles.

Every December 10th is celebrated as International Human Rights Day to induce the young minds about Human Rights and consequences of their violations. As a part of NSS the college conducts various programs on Human Rights to provide awareness among students.

In addition to enriching the curriculum by integrating cross cutting issues, the institute organizes various awareness programs and events by the NSS unit to alert the students about Human values, Ethics, Environment and Gender awareness. The institute provides equal opportunities to boys and girls in all types of student activities organized. Special programs for girl students are arranged towards achieving Women Empowerment. Awareness programs are organized on national and international days of importance such as World Health Day, World Cancer day, World AIDS day, International Women's day, Teachers day, Engineers day, Republic day, Independence day, Yoga day and Sports day etc.

File Description	Documents
Any additional information	<a href="#">View File</a>
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	<a href="#">View File</a>

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

3

File Description	Documents
Any additional information	<a href="#">View File</a>
Programme / Curriculum/ Syllabus of the courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	<a href="#">View File</a>
MoU's with relevant organizations for these courses, if any	<a href="#">View File</a>
Number of courses that include experiential learning through project work/field work/internship (Data Template)	<a href="#">View File</a>

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

384

File Description	Documents
Any additional information	<a href="#">View File</a>
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

### 1.4 - Feedback System

<b>1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni</b>	<b>A. All of the above</b>

File Description	Documents
URL for stakeholder feedback report	<a href="#">View File</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	<a href="#">View File</a>
Any additional information(Upload)	<a href="#">View File</a>

**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	<a href="#">View File</a>
URL for feedback report	<a href="https://diet.edu.in/cmoon_pdf/feedback_report.pdf">https://diet.edu.in/cmoon_pdf/feedback_report.pdf</a>

**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**

**720**

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

**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**

**209**

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 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

- The institute constantly focuses on the learning levels of students as they hail from diverse backgrounds.
- One of the primary parameters of the students is the assessment of their learning levels.
- At the beginning of the class work instruction, segregation of the students is done on the basis of merit secured in the previous examinations.
- In the second step, again segregation of the students is done based on results of the assignments and first Mid examination.
- The slow learners are identified from the result analysis of Mid - I and remedial classes are conducted for them till Mid-II exams.
- The students are provided with primary notes written by the faculty for easy understanding of the subjects.
- In the remedial classes, the students concentrate on some of the important concepts of the subjects and previous year's end exam questions. This helps them to clear the subject with confidence.
- Remedial classes are conducted after regular hours for slow learners without disturbing the main stream class work.
- In third step teachers instruct as per the understanding level of both promising and slow learners.
- Self and active learning is inculcated in students through assignments and tutorials.
- Additional programs are organized for the benefit of advanced learners like Campus recruitment training, Collaborative assignments are provided at the Innovations Incubation center in the campus on their field of interest.
- The advanced learning students are encouraged to upgrade their knowledge through participation in workshops, conferences, seminars, industrial training etc.
- Subject based seminars, workshops, and guest lectures by

renowned academicians and industrialexperts were conducted.

- Industrial skills focused Certificate Courses were also offered to students for gaining hands-on experience of the subjects.
- The remedial classwork method for slow learners proved to be efficient in case of B.Tech students. The pass percentage of the students gradually increased from 59.85% in 2017-18 to 81.7% in 2019-20.
- The additional programs organized for the advanced learners proved to be effective in obtaining better knowledge as well as good jobs and better growth in their career.

File Description	Documents
Link for additional Information	<a href="https://diet.edu.in/cmoon_pdf/slow_learners1.pdf">https://diet.edu.in/cmoon_pdf/slow_learners1.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

Number of Students	Number of Teachers
1429	145

File Description	Documents
Any additional information	<a href="#">View File</a>

### 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 Institution has adopted studentcentric methods to enhance student involvement asa part of experimental learning ,participative learning and problem solving methodology. Role Plays, Team tasks, Debates, Seminars, Quizzes and case studies are used .Specifically Student centric teaching methods are reflected in the Project work, Field Visit, Industrial visit & Guest lectures.

The students centric methodology include

## 1. Experiential Learning

### a) Project work

Project work is organized in the Institution in two phases

- 1) Mini projects for both III and IV year B.Tech students
- 2) Internship or Field Projects in industry. IV B.Tech students enrolled in internship with industries

### b) Field Visits

Field visits and Surveys are conducted by all Departments for their students to provide them the hands on exposure of the subject.

### c) Industrial Visits

Departments have organized the industrial visits for students to provide the practical exposure

to the real time industrial work culture.

### d) Guest Lecture

Guest lectures by eminent experts from industry and academia are organised to supplement the teaching process and provide experiential learning.

## 2. Participative Learning

### a) Role play

Teachers adopt role play method especially in Management and PG Technical courses to supplement teaching by way of participative learning

### b) Team work

All Departments organize student activities to promote the spirit of Team work. The activities of NSS include the institutional social responsibility activities through Red Cross, Village Adoption, Tree plantation, Swatchh Bharat and Health awareness Camp to help the students to learn the Art of living in a team. The NSS and Go Green team of the institute as



a team provide awareness sessions on the welfare schemes and need of protecting the nature from time to time in the adopted villages.

#### c) Debates

Debates are followed in many of the subjects where students are required to come with different opinions, thought processes thus the learning process gets justified in the argue-mental way of learning.

#### d) Group work

Group work is encouraged as part of peer learning where students come together and share their doubts and get them clarified with the fellow students and also from the faculty concerned. This helps in bonding and teamwork amongst the students.

### 3. Problem Solving sessions:

Problem Solving Sessions are conducted regularly for the students to help them in combating the tough situations of life.

Case studies and activity based tasks are assigned to help the student to gain practical exposure about real lifesituations.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://diet.edu.in/cmoon_pdf/student_centric_methods.pdf">https://diet.edu.in/cmoon_pdf/student_centric_methods.pdf</a>

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

Teachers need specific professional development opportunities in order to increase their ability to use ICT for formative learning assessments and also for Individualized instruction, accessing online resources, and for fostering student interaction and collaboration.

The institution has been implementing the teaching - Learning Process by using ICT tools as a result of affordable, generic, Content-free, to control of technology and to develop ICT capability and ICT literacy in the campus.

ICT enabled Teaching-Learning Process is supported with Regular Practical Sessions, access to Digital Library, Online Courses (MOOCS, NPTEL etc.), online journals, Online tests, Use of LCD projectors for seminars and workshops, productive use of educational videos, and accessibility of non-print material for students of different disciplines. Communication skills training facility is enriched with ICT tools to make the students acquire proficiency in listening, speaking, reading and writing skills.

The institution is having the ICT enabled class rooms and laboratories.. The institution has online platform i.e Google class rooms for teaching online , sharing material and evaluating. In Digital library, staff and students are provided access to the online video lectures of IIT professors on various subjects which are part of the curriculum.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="https://diet.edu.in/cmoon_pdf/ict_tools.pdf">https://diet.edu.in/cmoon_pdf/ict_tools.pdf</a>

### 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

135

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
mentor/mentee ratio	<a href="#">View File</a>

**2.4 - Teacher Profile and Quality****2.4.1 - Number of full time teachers against sanctioned posts during the year**

145

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

**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**

27

File Description	Documents
Any additional information	<a href="#">View File</a>
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)	<a href="#">View File</a>

**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**

611

File Description	Documents
Any additional information	<a href="#">View File</a>
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

## 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.

The Institution has examination Cell to conduct the Internal and External theory and practical examinations. It collectsthree set of question papers for all Mid examinations at the beginning of the class work instruction for the semester/s. The examination cell prepare s the question papers by choosing the questions from the given sets just before commencement of examinations and conduct the examination with jumbling process in time and efficiently.

The examination system aadopted at DIET has never givenrisetoany grievances from any stakeholders. However if any grievances arouse ,immediately rthe cell will rectify the problem transparently.

Carrying mobile phones or any reading material by the invigilator is strictly prohibited. The invigilator is expected to be vigilant and take frequent rounds in the exam hall. The invigilators should not chit chat with each other as it will distract the students concentration in writing the Examination.

Only teaching staff are to be drafted as invigilators. Subject teachers should not be posted as invigilators in the examination halls where the students are writing/ the examination in that subject.

After entering the exam Hall, invigilators are required to check for the seating arrangement, and see that the fans and lights are switched on and the windows opened. The students are allowed into the exam hall after properly verifying Hall Ticket and ID card of the student and report to the CE in case of any discrepancy.

The Examiner/ the subjectteacher have to collect the Answer scripts on the same day of the Examination for the mid examination. Submit the evaluated scripts after completing the necessary formalities (like obtaining signatures by the student on the scripts and mapping of CO-PO Calculations etc..) before the dead line stipulated by the examination cellfrom time to time.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://diet.edu.in/cmoon_pdf/internal_evaluation_grievances.pdf">https://diet.edu.in/cmoon_pdf/internal_evaluation_grievances.pdf</a>

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

There is complete transparency in the internal assessment. The criterion adopted is as directed by the university.

- At the beginning of the semester, faculty members inform the students about the various components in the assessment process during the semester.
- The internal assessment test schedules are prepared as per the university and communicated to the students well in advance.
- To ensure proper conduct of formative tests, two invigilators are assigned to each hall. Evaluation is done by the course handling faculty members within three days from the date of examination.
- The corrected answer scripts at random are verified by HOD to ensure the standard evaluation process.
- The corrected answer papers of the students are distributed to them for the verification by the students and any grievance is redressed immediately. The marks obtained by the students in internal assessment tests are displayed on the department notice board.
- The marks obtained by the students in internal assessment tests are uploaded periodically on the university web portal along with their attendance.
- Noting the values in observation and validating the theoretical aspects student must submit lab record regularly.
- Day to day performance of the students is assessed for every experiment which includes regularity, performance, viva and the promptness in submitting the record.
- For lab courses, the marks/grade scored by the student for each experiment is indicated in the observation/record. The independent learning, practical approach to the real-time applications is tested by viva voce for laboratory courses.
- For the quality of the projects, the evaluation is done

by Project Review Committee along with the project guides.

- To ensure the transparency and curb the mal practices the university has introduced jumbling system and theory end examinations are conducted at a center other than the institute in which the student studies.
- The end examination for the laboratory and projects shall be conducted with internal and external examiner appointed from the other institutes as decided by the University.

#### Redressal of grievances at institute level:

- **Departmental Level:** The continuous evaluation of students is carried out by faculty regarding theory lectures, labs, assignments, unit tests. The midterm marks are allotted based on defined strategies and displayed on notice board. Query if any is discussed with faculty and HOD.
- **institute Level:** The Institute appoints a Senior Supervisor for smooth conduction of examinations of JNTU. If students are facing any problems, they are solved by the institution Chief Examination Officer appointed by the university. The grievances during the conduction of online/theory examinations are considered and discussed in consultation with the Principal and if necessary forwarded to the university by examination section.
- **Redressal of grievances at University level:** The queries related to results, corrections in mark sheets, other certificates issued by university are handled at JNTU examination section after forwarding such quires through the Institute examination section. Students are allowed to apply for revaluation, recounting and challenged evaluation by paying necessary processing fee to university if they are not satisfied with the university evaluation through institute.

File Description	Documents
Any additional information	<a href="#">View File</a>
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.

1. The institute is offering 10 programmes in UG and PG engineering and MBA.
2. Each programme is having its own courses as it is given by the affiliating University.
3. Each course has its course outcomes & objectives.
4. These course outcomes have been included in the course file and it is curiculatedto all the students.
5. Awareness sessions also have been scheduled on course learning outcomes and programme outcomes.
6. The attainment levels for each course has been eveluating basing on the course outcomes.
7. And awareness sessions are also counducted to map COs-POs.
8. Uploading all the course outcomes for all programmes.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://diet.edu.in/cmoon_pdf/14922_25_52.pdf">https://diet.edu.in/cmoon_pdf/14922_25_52.pdf</a>
Upload COs for all courses (exemplars from Glossary)	<a href="#">View File</a>

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

Measurement of attainment of POs, PSOs and COs is done through formative and summative methods. Continuous and comprehensive evaluation, is done regularly to know the attainment. ... Through the seminars and group discussions, the thinking process of the students is also assessed and the skills and knowledge is tested.



Class tests are scheduled by the teachers and after the valuation the analysis is done after which the strategy for improvement is made. Group discussions and seminars are organized and each student is made to participate compulsorily in these. Through the seminars and group discussions, the thinking process of the students is also assessed and the skills and knowledge is tested. Home assignments and classroom assignments are given to the students in both U.G and all P.G. classes. The assignments help to measure the attainment programme specific outcomes. Some activities like quiz competition are also held which makes the institution know about the knowledge and information of the students. Via Co-curricular activities also behavioral outcome of the students are assessed. Semester exams for the courses having semester pattern and annual exam for the courses having annual pattern are conducted. Analysis of students' performance in internal tests is done. Maximum 15 marks are allotted on internal examination and 5 marks on overall performance of the students which is added to their result. Analysis of terminal exam results is also done. After the analysis, strategy for improvement is made and implemented. All the assessments are analyzed regularly. The analysis of students' performance in semester/annual examination is done to know the levels of attainment of POs, PSOs and COs. Each department analyses the result of the students in their subject. The analysis of post graduate courses for each department is also done for the same.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://diet.edu.in/cmoon_pdf/attainment_co_po_1.pdf">https://diet.edu.in/cmoon_pdf/attainment_co_po_1.pdf</a>

### 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

303

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	<a href="https://diet.edu.in/cmoon_pdf/annual_report.pdf">https://diet.edu.in/cmoon_pdf/annual_report.pdf</a>

## 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://diet.edu.in/cmoon\\_pdf/sss\\_1.pdf](https://diet.edu.in/cmoon_pdf/sss_1.pdf)

## 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)

9.40

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

#### 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

4

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Supporting document from Funding Agency	<a href="#">View File</a>
Paste link to funding agency website	<a href="https://diet.edu.in/cmoon_pdf/3_1_1_3_1_2__1.pdf">https://diet.edu.in/cmoon_pdf/3_1_1_3_1_2__1.pdf</a>

### 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

13

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 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

70

File Description	Documents
Any additional information	<a href="#">View File</a>
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

### 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

14

File Description	Documents
Any additional information	<a href="#">View File</a>
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 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

Extension activities in the neighbourhood community in terms of impact and sensitizing students to social issues and holistic development during the last five years. The institute organizes a number of extension activities to promote institute-neighborhood community to sensitize the students towards community needs. The institute runs effectively National Service Scheme. Through these units, the institute undertakes various extension activities in the neighbourhood community. NSS organizes a residential seven day camp in nearby adopted village and several activities were carried out by NSS volunteers addressing social issues which include cleanliness , tree plantation , school painting , survey on local issues, Group discussion with local people, Eradication of superstitions, Beti Bacho Beti Padhao, Environmental awareness, Women empowerment, National Integrity, AIDS awareness, Blood donation camp, Health check up camp, Veterinary guidance , Farmers meet, Awareness to abort farmer's suicide etc. The NSS unit of the institute (90214306 ) comes under JNTUK Kakinada. It aims at developing qualities of leadership, patriotism, maintaining discipline, character building, spirit of adventure and the ideal of self service. The NSS unit of the institute organizes various extension activities such as tree plantation, Road safety awareness, blood donation camp, free medical camp, Save fuel save country programme, Swachhta Abhiyan , National equality awareness, no plastic and green environment. In pandemic situations our NSS unit organized free COVID Rapid tests and conducted mega vaccination drive for the students and

staff.

File Description	Documents
Paste link for additional information	<a href="https://diet.edu.in/cmoon_pdf/3_3_1_extension_activities.pdf">https://diet.edu.in/cmoon_pdf/3_3_1_extension_activities.pdf</a>
Upload any additional information	<a href="#">View File</a>

### 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

5

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of awards for extension activities in last 5 year(Data Template)	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>

### 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

30

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	<a href="#">View File</a>

### 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

2242

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 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

17

File Description	Documents
e-copies of linkage related Document	<a href="#">View File</a>
Details of linkages with institutions/industries for internship (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

#### 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

5

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<a href="#">View File</a>

## 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.

The institution ensures adequate availability and optimal utilization of physical infrastructure as it is critically linked to the vision of the Institute. At the beginning of the academic year need-assessment for replacement / up-gradation / addition of the existing infrastructure is carried out based on the suggestions from ACM members, Heads of the departments, lab technicians and system administrator after reviewing course requirements, computer-student ratio, budget constraints, working condition of the existing equipment and also students grievances. The Time Table committee plans ahead for all requirements regarding classrooms, laboratories, furniture and other equipments.

1. Optimal deployment of infrastructure is ensured through conducting workshops/awareness programs/training programs for faculty on the use of new technology.

2. Effective utilization of infrastructure is ensured through appointment of adequate and well qualified lab technicians/system administrator.

3. The optimal utilization is ensured through encouraging innovative teaching - learning practices.

4. The available physical infrastructure is optimally utilized beyond regular institute hours, to conduct certificate courses, co-curricular activities/extra - curricular activities, parent teacher meetings, Campus Recruitment Training classes, campus recruitments, meetings, seminars, conferences etc.,.



5. It is used as an examination centre for, Government examinations/University Examinations like EAMCET, IIT-JEE, NEET etc.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://diet.edu.in/cmoon_pdf/4_1_1_adequate_infrastructure_and_physical_facilities_for_teaching_learning.pdf">https://diet.edu.in/cmoon_pdf/4_1_1_adequate_infrastructure_and_physical_facilities_for_teaching_learning.pdf</a>

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

The Institute, with its compulsory Core Courses and the continuous evaluation scheme, integrates sports and extra-curricular activities as essential components. This is done not only for participation but also for assessment of students. It has adequate facilities for sports, games and cultural activities. DIET has three large playgrounds with provision for multiple games, such as, Athletics, Cricket, Football, Hockey, Volleyball, Basketball and Kho-kho. Another field provides Lawn Tennis courts. Indoor games are also available. All faculties have well-equipped assembly halls for organizing annual functions and cultural events.

Major cultural events are organized at the DIET Air conditioned Seminar Hall. Facilities for outdoor and indoor sports and games that include badminton, volleyball, basket ball, carroms, table tennis and chess and cultural activities are made available. Intra-mural and inter-mural games and sports competitions are organized regularly for students. DIET has excelled at these events by winning prizes and awards in individual and group events.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://diet.edu.in/cmoon_pdf/4_1_2_facilities_for_sports_and_cultural_activities.pdf">https://diet.edu.in/cmoon_pdf/4_1_2_facilities_for_sports_and_cultural_activities.pdf</a>

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

15

**4.1.3.1 - Number of classrooms and seminar halls with ICT facilities**

15

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://diet.edu.in/cmoon_pdf/4_1_3_geo_tagged_time_table.pdf">https://diet.edu.in/cmoon_pdf/4_1_3_geo_tagged_time_table.pdf</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

**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)**

26.31

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

**4.2 - Library as a Learning Resource****4.2.1 - Library is automated using Integrated Library Management System (ILMS)****Name of ILMS software****Nature of automation (fully or partially)**

Version

Year of Automation

SOUL(Software for University Libraries)

Fully

2.0

2009

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="https://diet.edu.in/cmoon_pdf/library_information1.pdf">https://diet.edu.in/cmoon_pdf/library_information1.pdf</a>

**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	<a href="#">View File</a>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

**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)**

4.25

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

#### 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

116

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of library usage by teachers and students	<a href="#">View File</a>

#### 4.3 - IT Infrastructure

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

In the academic year 2017-18, Thirty seven (37) new desktop systems (I5 processor, 16 GB RAM, 500 GB HDD) were purchased to upgrade the systems in computer labs. Also 2 New Epson projectors were purchased to support ICT.

These projectors were installed in different classrooms. To maintain computer laboratories, regular purchasing of mouse/RAM and other hardware components were also done on regular basis.

In the academic year 2019-2020, 100 new dell desktop systems (I5 processor, 16 GB RAM, 1 TB HDD) were purchased to upgrade in computer labs.

In the Academic year 2020-2021, 80 keyboards, 50 mouses were purchased to updates in the labs.

New CCTV cameras with one CCTV DVR werealso installed for survillance purpose in the campus.

One newlab is used for Data Science Lab/Project Work. Overall

every year, the computer laboratories are being upgraded or new laboratories are being set up as per the fresh requirements. Since 2015, we are using 55 Mbps Internet speed in the campus

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://diet.edu.in/cmoon_pdf/4_3_1_it_in_frastructure1.pdf">https://diet.edu.in/cmoon_pdf/4_3_1_it_in_frastructure1.pdf</a>

#### 4.3.2 - Number of Computers

520

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Student – computer ratio	<a href="#">View File</a>

#### 4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	<a href="#">View File</a>
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 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)

167

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Audited statements of accounts.	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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.

The Institute ensures optimal allocation and utilization of the available financial resources for maintenance and upkeep of different facilities by holding monthly meetings of various functional committees constituted for this purpose and using the grants received by the institute as per the requirements in the interest of students.

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

Maintenance of physical and academic facilities: There are established systems and procedures for maintaining and utilizing physical, academic and support facilities laboratory, library, computer labs, classrooms, etc. Our institute has very effective internal coordination and monitoring mechanism.

The Principal monitors various curricular and co-curricular activities with help of conveners and members of the committees. The Principal carries out administrative activities. Along with this IQAC is functioning actively and effectively for the quality sustenance and enhancement. Procedures for maintaining and utilizing physical, and academic support facilities: Library has a Library Committee (LC) which functions are as follows To ensure relevant and required collection of books, journals and other sources to support all the courses offered in the institute.

1. To allocate appropriate budget to give the above stated source of materials to meet the curriculum of courses.

2. To offer library extension services to the students and teachers.

3. The committee acts as an integral audit or for quality checking and provides support and guidance for library functions.

4. The advisory committee periodically meets to discuss various issues related to the library facilities and services and suggest suitable solution for better functioning.

5. Teachers and students submit their book requirements in writing to the library and accordingly requirement is sanctioned by the committee.

#### LIBRARY:

Regular updating of library books on a semester basis as per the changes in the syllabi is carried out. Student and Faculty are permitted to recommend the purchase of desired or relevant book to be procured to the library. Library committee discusses and approves the procurement of these books. Library committee meets twice a year to evaluate the existing resources and the number of copies available in the library. The adequate copies of books required are noted down in consultation with HoDs and the members of the faculty. List of required books are prepared after proper planning from the approved budget. Funds are allotted to purchase books to the departmental library whenever it is necessary even in between semesters. This procedure is carried out by the Librarian

#### Sports:

For maintaining and utilizing sports facility, Institute has an efficient Physical director he looks after all essentials of sports activities related. As per the schedule of JNTUK University regarding the sports competitions, Physical director brings into notice of all students for their entries to participate

#### Laboratories & Computers :

For maintenance and up gradation of computers and other lab equipment institute takes help from system administrators and technical staff. The maintenance is done as per requirement of the institute. Institute is trying to have AMC with dealers for



maintenance of computers, CCTV system and other lab equipment.

Stock verification of all the departments is done on regular basis. Faculty and staff members are involved in stock verification processes. Number of groups is formed with one senior faculty member as in-charge to verify the stock. Faculty from a particular department is not allowed to involve in the verification of stocks of his/her department. Adequate budget is allotted each year to ensure proper maintenance of facilities in the campus before the start of the new academic year

#### Infrastructure:

For maintaining and utilizing Classrooms and other infrastructures institute have Discipline Committee under the leadership of principal. The committee frequently supervises cleaning of class rooms, wash rooms and institute campus ensures clean and continues water supply for drinking water and wash rooms. The committee also monitors minor repairing of doors, windows, electric supply, furniture/ bench repairing, cleaning of water head tank, water coolers, maintenance of mineral water plant. etc. to maintain healthy environment for teaching and learning.

All the laboratories/faculty rooms/seminar halls are provided with landline connections. Management and maintenance of telephones and extensions in the entire premises is done by professionals.

The entire campus is Wi-Fi enabled and is under Video Surveillance. Security personnel are hired from a reputed security agency. CCTV cameras and security processes are maintained by the Security Chief appointed by the college.

Well maintained separate common rooms and rest rooms for Girls and boys exist in the campus.

Water purifiers with RO technology have been installed in all floors to provide safe drinking water. The quality of drinking water is tested on regular basis.

Adequate electric power backup systems have been established in case of power failure. Spacious parking facilities for two and four wheelers are provided to the staff members and students.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://diet.edu.in/cmoon_pdf/4_4_2_link_maintenance_of_physical_and_academic_facilities.pdf">https://diet.edu.in/cmoon_pdf/4_4_2_link_maintenance_of_physical_and_academic_facilities.pdf</a>

## 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

1072

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

#### 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

0

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>

**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	<a href="https://diet.edu.in/cmoon_pdf/5_1_3_capacity_building_and_skills_enhancement_initiatives_1.pdf">https://diet.edu.in/cmoon_pdf/5_1_3_capacity_building_and_skills_enhancement_initiatives_1.pdf</a>
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

**1429**

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

**1429**

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

<p><b>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</b></p>	<p><b>A. All of the above</b></p>
File Description	Documents
<p>Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee</p>	<p><a href="#">View File</a></p>
<p>Upload any additional information</p>	<p><a href="#">View File</a></p>
<p>Details of student grievances including sexual harassment and ragging cases</p>	<p><a href="#">View File</a></p>
<p><b>5.2 - Student Progression</b></p>	
<p><b>5.2.1 - Number of placement of outgoing students during the year</b></p>	
<p><b>5.2.1.1 - Number of outgoing students placed during the year</b></p>	
<p><b>118</b></p>	
File Description	Documents
<p>Self-attested list of students placed</p>	<p><a href="#">View File</a></p>
<p>Upload any additional information</p>	<p><a href="#">View File</a></p>
<p><b>5.2.2 - Number of students progressing to higher education during the year</b></p>	
<p><b>5.2.2.1 - Number of outgoing student progression to higher education</b></p>	
<p><b>9</b></p>	

File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of student progression to higher education	<a href="#">View File</a>

### **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**

11

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### **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.**

2

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	<a href="#">View File</a>

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 )

Students constitute a major stakeholder in the institutional growth. Utilization of the support and ideas of the students is the most important requirement for the prosperity and well-being of the institute. DIET always strives to build a relation of mutual respect and inculcate a sense of pride amongst the students for their own institute.

Students take active participation by representing themselves in various academic, administrative bodies, co-curricular and extracurricular committees of the institute. Students organize and celebrate various academic, sports and cultural events

The active participation of the students in the above cited activities enhances their communication skills, management skills, leadership skills, teamwork, time management, delegation of work and resource management ability and boosts their confidence levels.

The following are the academic, co-curricular and extracurricular committees where students representation exists.

Internal Quality Assurance Cell (IQAC)

1. Sri Lekha

Training & Placement cell

1. G.Surya Vamsi
2. K.Sampath Bhagvan
3. A.Hemalatha
4. K.Srinivas

Canteen Committee

1. A.Yasaswini
2. S.Sai Ganesh
3. Naseer Ahmed

**Literary & Cultural Club**

1. A.Ram Jagan
2. P.Poorna Sai
3. K.Indira

**Internal Complaint Committee**

1. K Sumant
2. B. Bhavana
3. K. Vineetha
4. P. Hyndavi

**Sports Committee:**

1. P.M.Srija
2. K.Chanakya
3. D.Tarun Kumar

**Anti-Ragging Committee:**

1. L.Vamsi Priya
2. G.Manoj Ratan
3. B.Sravani
4. M.Kusuma
5. P.V.Ganesh
6. N.Dhana Sai
7. P.Murali Shankar
8. P.Manikanta
9. K.Jaya Sagar

**Transport Committee:**

1. P.M.Srija
2. Sriram
3. Harika

**Research & Development cell**

1. D.Praveen
2. Tabassum
3. M.Durga Prasad

**NSS Committee**

1. P. Raj Pavan



2. K. S. V. Bhagavan
3. Y .V. Durga Prasad
4. Y. Vamsi
5. K. Chandrika
6. J. Visveswara Rao
7. K. Teja
8. S. Harsitha

#### Alumni committee

1. V. Ravi Deepak
2. Y.Aravind
3. B.Lokesh
4. K.Kranthi Kiran
5. B.Murali

#### Web committee

File Description	Documents
Paste link for additional information	<a href="https://diet.edu.in/cmoon_pdf/5_3_2_extra_co_curricular_activities_compressed.pdf">https://diet.edu.in/cmoon_pdf/5_3_2_extra_co_curricular_activities_compressed.pdf</a>
Upload any additional information	<a href="#">View File</a>

#### 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

15

File Description	Documents
Report of the event	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
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)	<a href="#">View File</a>

#### 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

DIET has a registered alumni association and is called DAA (DIET Alumni Association). It has been functioning and meeting regularly. Few members of the alumni are also part of teaching fraternity at DIET. Regular assistance is provided by the alumnus of the institute in terms of student guidance for higher studies and placement, funding the poor students for their education and helping in the skill enhancement of the students of the institute.

DIET Alumni Association is acting as a bridge between the Students, Teachers and Administrators of DIET and supporting in terms of infrastructure development, skill development and research activities.

DIET ALUMNI ASSOCIATION (DAA)

**Aims and Objectives:**

- To establish contact with all passed out students of the institute and organize meets periodically.
- The main objective is to keep the bond intact and support the upcoming batches.
- Many old students have ventured into various fields and are placed in India and abroad, the Association would be the best and most suited arena to bring them together to exchange nostalgic feelings, ideas, and thoughts, improve scientific knowledge and approach of the student fraternity.

- To arrange meetings in order to discuss on improvisation of the Association and to support the institute needs if possible.
- To help in conducting & participating in various scientific meetings, conferences of National and International standards.
- Providing DIET Alumni association members an opportunity to enlighten the existing student fraternity by giving guest lectures
- The association aims to stand by the vision & mission of the Institute in building new world.

File Description	Documents
Paste link for additional information	<a href="https://diet.edu.in/cmoon_pdf/alumni_1.pdf">https://diet.edu.in/cmoon_pdf/alumni_1.pdf</a>
Upload any additional information	<a href="#">View File</a>

**5.4.2 - Alumni contribution during the year (INR in Lakhs)** E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

## 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

#### Vision:

To evolve into a premier technical institution ensuring academic excellence and promoting innovational research.

#### Mission:

- To impart high quality technical and professional education to uplift the living standards of the youth by focusing on employability, higher education and research.

- To bridge the gap between industry and academia by introducing add on courses based on industrial and academic needs.
- To develop responsible citizens through disciplined career and acceptance of ethical values.
- To be a student centric institute imbibing experiential, innovative and life long learning skills addressing societal problems.

To realize the vision and mission, the institute adopts a system-driven and participatory mode of governance with all stakeholders (students, staff, management, parents, alumni, employer and societal representatives) participating actively in its administration at different levels with accountability.

#### The Apex body - Governing body

- Strategic Committee.
- Monitoring Committee.
- Examination Committee.
- Finance Committee.
- Academic Committee.
- Department Advisory Committee.
- Research Committee.
- IQAC.
- Other Functional Committees.

File Description	Documents
Paste link for additional information	<a href="https://diet.edu.in/">https://diet.edu.in/</a>
Upload any additional information	<a href="#">View File</a>

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

#### Institution Practices for effective leadership:

In order to attain the Institute Short term and Long term goals, the institute practices for effective leadership in a transparent manner.

#### 1. Short term goals

1. To achieve academic excellence by securing 100% Pass in

the University Examination.

2. Enable scholastically vibrant environment for learning, teaching, research and development for students and staff for their personal and professional growth.
3. Prepare students to excel in communication, inter-personal and entrepreneur skills.
4. Motivate students to foster and develop qualities of leadership, inter-personal and problem solving skills to face the professional and personal challenges in life.
5. Inculcate the qualities of integrity, honesty, loyalty and patriotism among students.
6. Stimulate a desire among students and faculties to make full use of infrastructural facilities and expertise within themselves to serve the society and the Nation.
7. Foster a harmonious, cordial and tripartite relationship among the management, faculty and students for their respective growth and for the establishment of a congenial academic environment in the college.
8. Achieve 100% Placements for Students.
9. Quality assertiveness through National statutory bodies of Accreditation.

## 2. Longterm goals

1. Connectivity with the Academic Institutions of National and International importance.
2. To evolve as an Autonomous Institution.
3. To evolve into a Center for Excellence in Engineering and Technology by undertaking Nationally and Internationally acknowledged research and development works.

The practices of decentralization and participative management are as follows.

- Chairman, Governing Body.
- Principal, Vice-Principal, Institutional Conveners in IQAC, R&D, Academics, Training & Placement, Skill enhancement, Examinations and Green Campus.
- HoDs, AICTE recommended statutory essential and desirable committees like Grievance, Anti-ragging, ICC and DLCC etc.,

Functional committee coordinators, student bodies, alumni, parents, employers and other stakeholders. The bodies namely: Governing Body, Institute Academic Committee, RD Committee, IQAC Committee, Training and Placement committee,

Administrative Committee, Academic Review Committee, Food and Canteen Committee, Examinations Committee, Grievances committee, Internal Complaints Committee, Discipline Committee, Knowledge Information and Media Committee, Anti Ragging Committee, Admissions Committee, Literary and Cultural Committee, National Social Services Committee, Sports Committee, Transport Committee and Career Counselling Committee. The above said committees are at department level. Moreover, at Institute level, conducts meetings monthly, quarterly, and yearly to discuss the problems if any and resolve the issues. The Institute organizes workshops at department level involving experts from industry/research organizations. The Staff Theory and Lab Readiness Programme (STLRP) has been prepared before the commencement of the classes and Staff Theory and Lab Completion Programme at the closing of the semester by preparing Workloads, Time Tables, Course files, Mentor books at PG and UG levels. The feedback collected from students, parents and alumni for curriculum and suggestions/ATR were placed in Academic Committee Meetings. Employability and Value based education, Choice based Credit system/Elective Courses as directed by the affiliating university. Curriculum enrichment by incorporating Value added and Add-on courses. Remedial and skill oriented sessions to meet the requirement of slow learners and active learners respectively. Organizing Seminars/Workshops / Training programmes / Faculty Development Programmes. Sponsoring faculty for conferences / Seminars/Workshops. Establishment of Research forum with Doctorates. Encouraging faculty towards procuring projects.

File Description	Documents
Paste link for additional information	<a href="https://diet.edu.in/cmoon_pdf/functional_committees.pdf">https://diet.edu.in/cmoon_pdf/functional_committees.pdf</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

- Curriculum Development
- Value Based Education.
- Adopted Elective Based Curriculum.

- Prescribed by JNTUK Affiliating University.
  - Open electives across the programs to enhance the strength, knowledge and professional competency of the students.
  - Industry Institute gaps.
  - Curriculum enrichment through Add on Courses and Certificate Courses.
  - Feedback on curriculum from stakeholders.
  - Programmes flexibility to register for the courses offered by various competent institutions like IIT, NIT etc.,
- Teaching and Learning
    - Organizing Seminars, Conferences and competitions to promote creative thinking to extract desired competencies.
    - Extensive use of ICT in teaching and learning beyond classrooms. Involving experts from industry and other research and academic institutions.
    - Focus on experiential learning and participatory learning.
    - Effective implementation of academic schedule and teaching plans. Student Seminars, Assignments, Projects and Field work are part of the curriculum in majority of the programs.
    - The advanced learners take partnership in innovative projects with the faculty members.
    - Remedial and backlog classes are being conducted for slow and backlog students respectively.
  - Examination and Evaluation
    - Since it is affiliated to JNTU Kakinada, the institute is following policies and reforms made by the university from time to time.
    - In order to evaluate the internal assessment as recommended by University, the institute has given the assignment questions one in pre mid and one in post mid.
    - Online Quiz examinations are being conducted as directed by affiliating university.
    - The practical/laboratory internal assessment is being made based on the day-to-day performance, record and internal examination and viva.
    - To evaluate theUG/PG Projects, the institute's PRC conductsthree internal reviews and external viva-voce as



per the directions of affiliating university.

- Videography and Double valuation in internal examination for all PG Courses.
- Grievances cell for examination related grievances is in operation.
  
- Research and Development
  - The Institute is having R&D laboratories with state -of - the - art infrastructure.
  - The institute encourages the cross cultured and multi-disciplinary research among the faculty and students by providing the industry and academia connectivity.
  - Journal Paper, Book Chapter, Publications Patents, Designs, Innovative Ideas and Copyrights are highly appreciated and rewarded.
  - The Institute encourages and supports Projects and awards on Research Incentives, Ideas and Innovations.
  - Organizes Seminars and Workshops on Research.
  
- Library, ICT and Physical
  - Infrastructure / Instrumentation
    - The Library is having more than required number of titles.
    - DIET Central Library possesses Integrated Library Management Software (SOUL 2.0) which supports for automation. It maintains separate Online Public Access Catalogue (OPAC) for students and faculty to visualize the status of books.
    - Moreover, maintains separate book bank for SC, ST students. Annually, the Central Library takes the privilege to reward both faculty and students with Best Library User Awards.
    - Extensive use of ICT class rooms in teaching learning. Regular monitoring of physical infrastructure and repairing as per requirement.
  
- Human Resource Management
  - The Institution has collaborated with industries and research organizations like NRDC.
  - Implementing AICTE initiatives such as IIC, NISP. It has 13 MOUs with reputed organizations.
  - Organizing Workshops, FDPs, Seminars, Webinars in association with Industries and Academic Institutions.

- **Admission of Students**
- The Institution has a well organized and a transparent admission mechanism.
- All the admissions are completely on merit basis in accordance with the rank obtained in the Common Entrance Tests like [EAPCET, ICET, ECET, PG CET] or marks obtained in qualifying examinations in case they are applying for direct admissions which needs to follow the rules of reservations as specified by Government of Andhra Pradesh.
- As a result, students belonging to OC., SC., ST., BC and other minority categories will get a justified admission as per the branch chosen. Moreover, Girl students are enrolled in large numbers.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="https://diet.edu.in/cmoon_pdf/strategicplan.pdf">https://diet.edu.in/cmoon_pdf/strategicplan.pdf</a>
Upload any additional information	<a href="#">View File</a>

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 functioning of the institutional bodies is effective and efficient which is reflecting through policy implementation, administrative setup, appointment and service rules.

#### Quality Policy:

Dadi Institute of Engineering and Technology are committed to impart high quality technical education and develop holistic engineering graduates, cherishing responsible citizenship, creativity, innovation, teamwork and adapt to change.

#### Administration:

##### Principal

The principal shall be the Head of the Institution. He shall be the immediate superior to all the members of the staff working

in the Institution. He shall be assisted by Vice Principal and other non-teaching staff in discharging his duties and responsibilities.

The Principal shall be in communication, wherever necessary, with the Heads of the Departments and parents / guardians of the students.

There shall be a Principal's office consisting of a Administrative officer, other admin and non-teaching staff. The office shall maintain the admission registers, scholarship accounts, casual leave, compensatory leave, etc., of the teaching, admin, technical and non-teaching staff of the Institution and such other records necessary for effective administration.

#### Head of the Department

There shall be such departments of study as may be constituted from time to time each under a head nominated by the Correspondent on the recommendations of the Principal of the Institution concerned. Generally, the senior most from among the faculty of the department concerned shall be nominated on rotation basis as the Head of the Department for a specific period.

#### SERVICE RULES

##### Human Resource Planning

The Principal shall assess in the month of April every year or during the academic year end breaks, the staff requirement for the immediate semester or academic year.

He/ She will obtain the staff requirement lists from all the Heads of Department and arrive at the number of faculty members and administrative staff required with the stipulated guidelines in mind.

He will consider appointing a Professor to be the Head of every discipline, besides the number of Associate and Assistant Professors required in accordance with the teacher student ratio prescribed herein.

The teacher student ratio shall be 1:20 for UG Courses and 1:15 for PG Courses.

## Recruitment

The selection committee shall prepare a job description and job specification for the candidate to be recruited.

## Pay Scales

### Teaching Staff:

DIET is implementing AICTE envisaged scales of pay with little departures basing on the market demand and supply conditions of qualified candidates with efficacy, that too with an intention of improving staff retention ratio. For that purpose; at the time of fixing incumbent's scale of pay, the earlier service either in academic, research and industry experience of the incumbent, if any, are being taken into consideration.

Consequently, basing on the academic credentials, performance in the interview, earlier service, and earlier salary drawn; the Governing Body of the Institute will fix the Scale, Basic Pay, Academic Grade Pay (AGP) and the DA payable to the newly selected employee, from time to time.

## PROMOTION POLICY

All promotions shall be considered on the basis of merit- cum - seniority basis.

The Principal shall appoint a committee for promotion, in which he shall be the Chairman, with two Professors and invited experts from other academic Institutions.

The Committee shall consider promotion of teaching staff to the next higher position on the basis of the guidelines given in this chapter and as per AICTE norms, subject to the condition that there has not been any disciplinary action taken against such candidate for promotion, for any misconduct he/she has committed during the service.

Under normal circumstances the senior most member of the staff shall be considered for promotion to the next higher level position, subject however, he/she had completed the years of service in the present position as prescribed by AICTE and concerned University.

Those who are promoted shall be fitted in the Scale of Pay applicable to that category.

All decisions on promotions shall be taken up from the month of June every year or as decided by the GoB.

## RETIREMENT

### Retirement from Service

All teaching and non teaching staff shall retire on completing the age of superannuation, which are 62 for teaching and 60 for non-teaching.

When a faculty member completes the age of superannuation on a day falling during the academic year, shall be retired on the 1st of May of the succeeding year.

The College will communicate in writing before 6 months of retirement, as a measure of assistance to the retiring employee.

If the retiring employee has accumulation of annual leave to his/her credit, the same can be availed in the period preceding his/her retirement by making application to the Principal and appropriate sanction by him.

The age of super-annuation as mentioned above shall not be applicable to the Professors of Emeritus and Special Category appointments.

File Description	Documents
Paste link for additional information	<a href="https://diet.edu.in/cmoon_pdf/policies_and_procedures_library_sports_computers.pdf">https://diet.edu.in/cmoon_pdf/policies_and_procedures_library_sports_computers.pdf</a>
Link to Organogram of the Institution webpage	<a href="https://diet.edu.in/cmoon_pdf/organogram_of_institution.pdf">https://diet.edu.in/cmoon_pdf/organogram_of_institution.pdf</a>
Upload any additional information	<a href="#">View File</a>

### 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	<a href="#">View File</a>
Screen shots of user interfaces	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

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

The Institution is providing welfare schemes to Teaching and Non-Teaching staff. For Teaching staff, It provides Employee Provident Fund as per EPF rules, ESI as per Insurance guidelines and also provides increments and incentives as per self appraisal reports and also provides group insurance to all the staff members as per GPA scheme.

For Non-Teaching staff also, the institute provides EPF, ESI, Group Insurance and incentives as per the administrative manual of the institution and also Institute provides loans and advances to the non-teaching staff and sanction maternity leaves and long leaves to those who apply with necessary financial assistance.

File Description	Documents
Paste link for additional information	<a href="https://diet.edu.in/cmoon_pdf/6_3_1_welfare_measures_for_teaching_and_non_teaching_staff_1_1.pdf">https://diet.edu.in/cmoon_pdf/6_3_1_welfare_measures_for_teaching_and_non_teaching_staff_1_1.pdf</a>
Upload any additional information	<a href="#">View File</a>

### **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**

3

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

### **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**

7



File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	<a href="#">View File</a>
Reports of Academic Staff College or similar centers	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>

### **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**

**135**

File Description	Documents
IQAC report summary	<a href="#">View File</a>
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

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

**The institution regularly maintains the self appraisal system for both teaching and non-teaching staff. The teaching staff members are eligible for the rewards and welfare activities**

based on their performance, contribution and years of service at the institution semester wise as well as year wise.

In semester wise, awards and rewards are considered according to the results in theory papers and also Best Teacher award will be presented to one faculty every year based on the selection of received applications as stipulated from time to time. Silver medal and cash awards are also presented to the best performers.

File Description	Documents
Paste link for additional information	<a href="https://diet.edu.in/cmoon_pdf/6_3_5_1.pdf">https://diet.edu.in/cmoon_pdf/6_3_5_1.pdf</a>
Upload any additional information	<a href="#">View File</a>

#### 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 institute has an effective mechanism for auditing the accounts. It conducts internal and external financial audits regularly with transparency. The observation made during these audits is considered with utmost responsibility and action is taken to rectify immediately.

##### Need for Financial Auditing:

- Monitoring the effectiveness of internal controls and proposing improvements
- Evaluating risk management policies and procedures
- Examining the effectiveness, efficiency and economy of operations and processes

##### Internal Audit:

Internal auditor examines records of the transactions, ensures compliance with the management system procedures and test the effectiveness and implementation of internal controls. They evaluate the internal controls and make recommendations on improvement.

##### External Audit:

M/S.AV.R & Co, Chartered Accountants have been our Statutory Auditors, will complete the process of statutory audit regularly as per Government rules and assure the institution of various compliances.

**Audit Procedure Includes:**

- Disbursements are supported by appropriate source documents
- Periodic/timely reconciliations are performed of the department's statement of condition, trust
- Accuracy of amounts and receipt of income from investments

External Auditor reported that the financial statements give a true and transparency in conformity with the accounting principles on the Balance Sheet and Income & Expenditure Account.

File Description	Documents
Paste link for additional information	<a href="https://diet.edu.in/cmoon_pdf/6_4_1_webli nk.pdf">https://diet.edu.in/cmoon_pdf/6_4_1_webli nk.pdf</a>
Upload any additional information	<a href="#">View File</a>

**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)**

0

File Description	Documents
Annual statements of accounts	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	<a href="#">View File</a>

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

The institute has an effective mechanism for auditing the accounts. The accounts of the institute are audited by chartered accountant regularly as per Government rules. When there are additional expenses over and above the budget proposals, special sanction is to be taken from the management. The Accounting and Audit Committee looks after the Internal Audit and it is presented to the certified Chartered Accountant. External and Internal Financial Audits have been done for the financial year 2020-21.

The Governing body of the institute has well formulated strategies for financial and infrastructural policy. The management of DIET ensures effective, optimal and efficient use of financial resources.

#### Sources of Funds:

- Tuition Fee
- JNTU Registration & Infrastructure Fee
- Affiliation Fee
- Bus Fee
- Admission Fee
- R & D Consultancy Receipts
- Examination Receipts
- Funds from AICTE

The major source of revenue for the institute is the Annual tuition fee collected from students.

#### Utilization of Funds:

Budget of the Institute is prepared every year by the Institute for proper distribution of the funds and its utilization. The college budget is allocated based on the needs. All the departments are requested to submit an estimate of requirements for their respective department which is discussed under various heads of their department. The needs of the particular department are analysed separately and the required budget is allocated. Budget approvals will be communicated to the departments and sections. The requests are consolidated and reviewed by the Administration team and funds are allotted. Utilization of allocated funds are monitored periodically and reviewed at the end of the Financial Year.

File Description	Documents
Paste link for additional information	<a href="https://diet.edu.in/cmoon_pdf/6_4_3_mobilizationoffunds.pdf">https://diet.edu.in/cmoon_pdf/6_4_3_mobilizationoffunds.pdf</a>
Upload any additional information	<a href="#">View File</a>

## 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

### Quality assurance strategies

- Day to day data collection.
- Innovative pedagogical techniques in teaching learning practices.
- Academic and Administrative auditing.
- Participation in National and International ranking.
- Conducting quality related workshops.
- AQAR preparations.
- Quality initiatives for research work.
- IPR and patent filing.
- Applying IQAC for funding to the statutory bodies.
- Quality initiatives in governance.
- Quality initiatives for better employment.
- Quality initiatives for faculty improvement strategies.
- Quality initiatives in the student performance.
- Feedback mechanism and SSS.

File Description	Documents
Paste link for additional information	<a href="https://diet.edu.in/cmoon_pdf/6_5_1_iqac.pdf">https://diet.edu.in/cmoon_pdf/6_5_1_iqac.pdf</a>
Upload any additional information	<a href="#">View File</a>

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 continuously reviews and takes steps to enhance the quality of the teaching-learning process. The Academic Calendar is prepared in advance, displayed and circulated in the

Institute and strictly followed. Class work dates, Public Holidays, Summer vacations, examination schedules and declaration of results are notified in the Academic Calendar. All newly admitted students have to compulsorily attend the Orientation Programme, where students are brought to light of the philosophy, the uniqueness of the Education system, the teaching-learning process, the system of continuous evaluation, compulsory core courses, various co-curricular activities, discipline and culture of the Institute. All students are also given a guided tour of the campus and the various facilities. All students are provided with the Student Diary that provides all details relevant for students. Students are apprised of the Time-Table, Programme structure, syllabi of the courses before the semester commences.

The HOD and the Discipline Committee members make random visits to ensure smooth functioning of classes. Class Teachers will be regularly in touch with students and take feedback about teaching and learning, syllabus coverage, and appropriate suggestions will be given to faculty to enhance the teaching-learning process. Feedback from students is also taken individually by teachers for their respective courses, and directly through IQAC. Students are free to approach the Principal of the Institute for feedback and suggestions. Feedback is properly analyzed and shared with the Principal, HODs and individual faculty members. The teaching-learning processes are reviewed, and improvements implemented, based on the IQAC recommendations. The major initiatives taken over the last five years include the following:

- Introduction of Daily Home Assignments.
- Automation of Admission Processes - Provision for online fee payment.
- Automation of Examination Processes.
- Green initiatives in Campus - tree plantation, solar photo-voltaic power plants etc.
- MoUs with prestigious Institutes, Govt. agencies.
- Application for NIRF, ISO and NAAC Certifications.
- IQAC conducts the academic audit for every semester.

Instructs the faculty members to improve the teaching learning process. In addition to IQAC, the Institute also considers the recommendations of the Institute Academic Committee with Senior academicians which regularly reviews the progress and makes necessary recommendations in an advisory capacity.



File Description	Documents
Paste link for additional information	<a href="https://diet.edu.in/cmoon_pdf/6_5_2.pdf">https://diet.edu.in/cmoon_pdf/6_5_2.pdf</a>
Upload any additional information	<a href="#">View File</a>

**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	<a href="https://diet.edu.in/cmoon_pdf/6_5_3_quality_initiatives_new.pdf">https://diet.edu.in/cmoon_pdf/6_5_3_quality_initiatives_new.pdf</a>
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## **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**

DIET has a strong principled work ethos that is based on gender equity or inclusivity. It follows moral values in its working culture irrespective of gender, caste, creed, religion, language etc. Equal opportunities are provided to all. DIET provides Safety, security and comfort, along with friendly working and study ambience for its staff and students respectively. Gender Equity plays an important role in Individual development and Institutional growth. Students are



encouraged and motivated to participate in all the events that are conducted from time to time in the Institute. Students vigorously take part and win many awards in various events/activities at the institute level and University level.

Students feel safe and secure due to the following facilities provided by DIET:

(a) Safety and Security

- Well-trained and vigilant women security guards stationed across the campus.
- Security checkpoints at all campus entries and exits.
- Extensive surveillance network with 24x7 monitored control rooms.
- Discipline Committee vigilant all the time in the campus.
- Grievance Redressal Committees for staff and student, to deal with the issues related to internal conflicts among students
- Strict implementation of Anti-Ragging, Anti-Smoking and Mobile Free Campus.
- Awareness campaigns are organized on women safety and gender sensitivity through various events by NSS and DLCC student volunteers.
- ICC-Internal Complaint Committee takes care of the issues related to Women or Girl students in the institute.

(b) Counseling

- The Teacher Mentoring system at faculty level for students to discuss avenues related to academics, overall development of students and nurturing them for their all round progress.
- Class and Proctorial Committees are available for counseling and mentoring both males and female students.
- DIET Alumni Association and Placement Cell
- Orientation Programmes for Students.
- Medical Counseling, Moral Counseling, Career Counseling sessions at regular intervals.
- Vocation Counseling through medical camps by NSS units at the adopted villages.
- Continuous feedbacks from all its stakeholders for all the aspects.

(c) Common Rooms: In all the Departments, common rooms have been allocated for men and women

**(d) Other measures of Gender Sensitization include -**

- Curriculum, Coursework, Co-education.
- About 60% among the staff at DIET are female and about 60% students are girls, which makes it to have a successful vision and mission of Gender Equity.
- Active involvement of students in, co-curricular activities including sports, Dance, Skit performance, Music, Singing etc. as a part of course in all Diploma, UG & PG programmes and also at intra-mural inter mural and inter-university levels.

File Description	Documents
Annual gender sensitization action plan	<a href="https://diet.edu.in/cmoon_pdf/annual_gender_plan_converted2.pdf">https://diet.edu.in/cmoon_pdf/annual_gender_plan_converted2.pdf</a>
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	<a href="https://diet.edu.in/cmoon_pdf/gender_equality_3.pdf">https://diet.edu.in/cmoon_pdf/gender_equality_3.pdf</a>

**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	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**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**

**The Institute has been putting efforts to keep the environment clean since its inception. But the auditing of this non scholastic effort of the institute has not been documented. Therefore, the purpose of the present green audit is to**

identify, quantify, describe and prioritize framework of Environment Sustainability in compliance with the applicable regulations, policies and standards. The study covered the following areas to summarize the present status of environment management in the campus: 1. To document the quality of recycled waste water for gardening, Zero Liquid Discharge Concepts. 2. To document the solid Waste disposal system and e-waste management. 3. More efficient resource management, paperless offices. 4. To provide basis for improved sustainability and biodiversity. 5. To enable waste management through reduction of waste generation, solid- waste and water recycling. 6. Recognize the cost saving methods through waste minimizing and managing. 7. Impart environmental education through systematic environmental management approach and bench marking for environmental protection. 8. Financial savings through a reduction in resource use.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	<a href="#">View File</a>
Geo tagged photographs of the facilities	<a href="https://diet.edu.in/cmoon_pdf/7_1_3_describe_the_facilities_in_the_institution_for_the_management_of_the_following_types_of_degradable_and_non_degradable_waste3.pdf">https://diet.edu.in/cmoon_pdf/7_1_3_describe_the_facilities_in_the_institution_for_the_management_of_the_following_types_of_degradable_and_non_degradable_waste3.pdf</a>
Any other relevant information	<a href="#">View File</a>

**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**

**B. Any 3 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

<b>7.1.5 - Green campus initiatives include</b>	
<b>7.1.5.1 - The institutional initiatives for greening the campus are as follows:</b>  <b>1.Restricted entry of automobiles</b> <b>2.Use of Bicycles/ Battery powered vehicles</b> <b>3.Pedestrian Friendly pathways</b> <b>4.Ban on use of Plastic</b> <b>5.landscaping with trees and plants</b>	<b>A. Any 4 or All of the above</b>
<b>File Description</b>	<b>Documents</b>
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Any other relevant documents	<a href="#">View File</a>
<b>7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution</b>	
<b>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</b>	<b>B. Any 3 of the above</b>
<b>File Description</b>	<b>Documents</b>
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
Certification by the auditing agency	<a href="#">View File</a>
Certificates of the awards received	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>
<b>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</b>	<b>A. Any 4 or all of the above</b>

**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	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	<a href="#">View File</a>
Details of the Software procured for providing the assistance	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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).

Institute has taken following efforts /initiatives for providing inclusive environment to enhance harmony towards cultural, regional, linguistic, communal, social economic and other diversities.

Every year the institute prepares an academic calendar to keep students, faculty, and staff reminded of key dates throughout the academic semester and year. Academic calendar will pertain the information related to all important days (Like Abdul kalam Anniversary, Yoga Day, Christmas day etc.) which are celebrated at the institute level.

To incorporate the Multi Linguistic and Cultural diversity as well as to promote equal use of all national religions throughout the Institution, we celebrate Pongal , Diwali, christmas etc. We have organized various sessions on Indian Knowledge System and the policies implemented in NEP 2020. The aim of this celebration is to inculcate the students about various cultures and create an equality among the students irrespective of caste and religion. Our country is well known for its history. We promote the pride of our country by conducting events like Azadi ka Amrit mahotsav, book-reading

events, quizzes, poetry and literature exchanges, and other activities that promote the language. The annual magazine of the institute, "DIET Memoir" contains articles in different languages.

Every year, the National Service Scheme (NSS) unit of the institute organizes a week long camp in schools at rural areas. Students make children aware of various social issues such as women empowerment, farmer suicide, female feticide and gender equity etc.

To celebrate Women's day, the institute organizes various sessions for women employees and students for increasing awareness related to women's rights, safety, security and health issues.

To protect environment and to preserve our ecosystem institute routinely organize activities like tree plantation, Swachh Bharat and traffic management. These activities protect our cultural heritage and make our students active citizen of Swachh Bharat Mission.

Donating blood is a great way of giving back to our community because there is a constant need for blood in blood banks. The institute organizes blood donation camps in every semester to motivate students and staff members to donate blood voluntarily.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

Institute has taken initiative to sensitize and inculcate values, rights, duties and responsibilities of citizens through activities mainly organized by National Service Scheme (NSS), DIET Literary and Cultural Club(DLCC), Internal Complaints Committee (ICC), Staff/Student Grievance committee, Anti-ragging committee, Discipline Committee etc.



Institute takes consistent effort to inculcate values among students. Institute always put best towards overall development of the students by organizing Student Induction Program in early days of their engineering education. Apart from technical subjects, students are asked to enroll for MOOCs courses which promote human values and ethics in them. Throughout the year, NSS ensures to conduct activities such as tree plantation, pollution awareness camps etc. in order to preserve national, social, environmental and historical values.

Institute creates awareness about human Rights as per constitution obligation. Institute celebrate voters day, human rights day and various events under Vigilance awareness week including the pledge creating awareness among the pertaining corruption. Internal Complaints Committee (ICC) sensitizes about women rights , gender equity and awareness on various apps on women security like "DISHA ". Voting awareness program is conducted to make students aware about voting rights and also help them to enroll their names in the voters' list.

Students and employees are sensitized about constitutional obligations related to duties and responsibilities through the activities like tree plantation, Swachh Bharat, yoga and physical exercises etc. NSS unit regularly organizes various activities and annual residential camp to sensitize students about social responsibility. It also extends support through Unnat Bharat Abhiyan in which students carry out the survey of socio economic problems of the rural areas. NSS unit take remarkable efforts to celebrate Independence Day, Republic Day, Yoga day, and birth anniversaries of great national heroes etc. to revive the national spirit, duties and rights defined by the constitution.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**7.1.10 - The Institution has a prescribed**

**B. Any 3 of the above**



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

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
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	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

DIET, celebrates National and International commemorative days, events and festivals every year to create an ambiance of healthy and conducive environment for all to celebrate each other's festival and unitedly take part in national and international festivals. The disparities and indifferences would be eliminated with such inclusive celebrations in the campus. The significance of cultural and rich heritage of India with various religion and cultural ethnicity could be blended and be enriched among students.

- Every year DIET celebrates National Festivals like Independence Day on 15th August and Republic Day on 26th January with splendour and jollity by hoisting the national flag in the Campus. After unfurling the flag, students sing the National Anthem and other patriotic songs. On these occasions, the Independence Day or Republic Day messages are delivered by Chairman, Principal, HODs, students and Staff.

- DIET organizes and celebrates Teachers' Day every year on September 5th in memory of Dr. S. Radha Krishnan, former President of India. Eminent educationists and teachers are invited to deliver the Teachers' Day Messages.
- National Education Day is observed on 11th November every year to mark the birth anniversary of Sri. Maulana Abul Kalam Azad, first education minister of independent India. Various literary, cultural and sports competitions are held during National Education Day celebrations.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

## 7.2 - Best Practices

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

DIET follows two best practices and has achieved tremendous success in accomplishing the institute's mission and vision:

**Best practice 1-Professional bodies and connectivity.**

- DIET is a self-financed Private Engineering institute associated with a greater number of International and National Level Professional Bodies having active student branches. Student branches of The Institute of Electrical Electronics Engineers (IEEE), Association for Computing Machinery (ACM), The Institute of Engineering Technology (IET), Indian Society for Technical Education (ISTE), Computer Society of India (CSI), The Institute of Electronics and Telecommunication Engineers (IETE), The Institute of Engineers (INDIA), Confederation of Indian Industries.

- DIET IEEE Student Branch is the only active SB in the bay region, (CII), Infosys Campus Connect, APITA, Andhra Pradesh Society for Mathematical Sciences (APSMS), Andhra Pradesh

Chambers of Commerce and Industry Federation and also implemented the programs in association with these professional Bodies. DIET IEEE students consistently take part in the IEEE Extreme global 24-hour programming competition with record no. of teams participating and grabbing good number of world rankings.

#### Best Practice 2- Counseling and Mentoring

Mentor monitors the students in the following aspects-

1. Student general information
2. Monthly consolidated attendance
3. Internal examinations and evaluation
4. University examinations
5. Bi- weekly report of academics,
6. Behavior and extracurricular activities
7. Academic development
8. Personality development.
9. Indiscipline activities if any
10. Details of Parent's visit
11. Conducting parents meet
12. Feedback from parents
13. Mentor overall report
14. CRT Classes
15. Suggestions of the mentor for further development
16. Motivate the students to do the project works in innovation and incubation Center.

File Description	Documents
Best practices in the Institutional web site	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

### 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

#### Institutional Distinctiveness

In addition to preparing the students with core competencies to face the challenges globally, the Institute continuously strives in making the students to understand and contribute to the socio economic development and welfare of the society. The Institute adopts Supply-Service-Society motto to fulfill its role of social responsibility and inspires the students to follow the same in their lives.

**Supply:** The Institute DIET prepares the skillfull & technical students and supplies the same to cater to the requirements globally.

**Service:** Values keep the students motivated to work towards the goal in the society. It allows the students to give someone else a helpinghand whenthey are in need. It helps by building up others that are in need. The institute DIET students and staff will always keepup their values to motivate the work and the needs of the society. As a part of that the institute with the support of Government of India by the name of UBA the students of NSS voluntary team visiting the allotted neighbourhood villages and extending their service as a part of transforming India.

**Society:** Ethical values are the foremost interest of the institute, the students, staff and management are continously serving the locally adopted villages to face the social crisis during the natural devastations like COVID-19. The institute came forward as an act of kindness to help the needy people during the societal crisis.

**Eg:** Lockdown, supplies with relief materials.

File Description	Documents
Appropriate web in the Institutional website	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

### 7.3.2 - Plan of action for the next academic year

To Prepare Institutional academic plan for odd and even semesters comprise with all the curricular, co-curricular, extra-curricular and extension activities

1. To collect feedback from students on 15 quality parameters related to curriculum, teaching, learning and evaluation processes.
2. To collect the feedback from parents and alumni.
3. To encourage meritorious faculty by distribution of awards with silver medals, cash prizes and certificates by management in Teacher's Day celebrations.
4. To encourage students, awards will be issued to the meritorious students with presentation of silver medals, prizes, cash awards along with merit certificates on Graduation Day.
5. Conduct quality awareness campaigns
6. Continue the best quality initiatives
7. Conduct workshops on latest and trending topics
8. Conduct seminars on technical skills
9. Conduct Campus Recruitment Training classes from II B.Tech onwards and also for I and II MBA students
10. Conduct one or two Faculty Development Programmes
11. Conduct Coaching for Competitive examinations i.e. GATE and PG CET for the outgoing students
12. Conduct skill development programmes through C.M's skill Excellency centre in association with APSSDC APITA, NITs, IITs and professional bodies

13. Conduct extension activities like celebrations of International and National days, Mega blood donation camp, Swatch Bharath, NSS activities with monthly themes like No plastic usage, Road safety, anemia, cancer awareness etc , special camp at adopted villages, Music classes, Dance classes etc.,

14. To improve the teaching pedagogy through Information and Communication Technology (ICT)

15. To improve innovative projects

16. To concentrate on Research and Development activities like paper presentations and publications in reputed journals, patents and consultancies

17. To expand the activities of student -centric in all the Departmental clubs

18. Conduct the departmental club activities and tech fests

19. Conduct Literary and cultural activities in Fresher's Day, valedictory day and college annual day i.e. DIET uthsav, Tech Fests, Engineer's day and Graduation day celebrations.

20. Conduct Academic and Administrative Audits (AAA) by two internal audits and one surveillance audit by external agency towards quality measurements and enhancement.