



YEARLY STATUS REPORT - 2023-2024

Part A

Data of the Institution

1.Name of the Institution	Heritage Institute of Technology
• Name of the Head of the institution	Professor Basab Chaudhuri
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone No. of the Principal	03366270610
• Alternate phone No.	03366270674
• Mobile No. (Principal)	9830217296
• Registered e-mail ID (Principal)	principal@heritageit.edu
• Address	994, Chowbaga Road, Anandapur, East Kolkata Township
• City/Town	Kolkata
• State/UT	West Bengal
• Pin Code	700107
2.Institutional status	
• Autonomous Status (Provide the date of conferment of Autonomy)	19/06/2014
• Type of Institution	Co-education
• Location	Urban

- Financial Status **Self-financing**
- Name of the IQAC Co-ordinator/Director **Dr. Sandip Chatterjee**
- Phone No. **03366270674**
- Mobile No: **9836870168**
- IQAC e-mail ID **iqac@heritageit.edu**

3. Website address (Web link of the AQAR (Previous Academic Year))

https://www.heritageit.edu/AQARAndIQACpdf/AOAR_HITK_2022_2023.pdf

4. Was the Academic Calendar prepared for that year?

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

<https://www.heritageit.edu/NAACDoc/716218861Academic%20Calender%202023-2024.pdf>

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B++	2.76	2017	22/02/2017	21/02/2022
Cycle 2	A	3.13	2022	12/07/2022	11/07/2027

6. Date of Establishment of IQAC

18/02/2016

7. Provide the list of Special Status conferred by Central and/or State Government on the Institution/Department/Faculty/School (UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC, etc.)?

Institution/ Department/Faculty/School	Scheme	Funding Agency	Year of Award with Duration	Amount
Heritage Institute of Technology	TEQIP-II	World Bank	03/03/2008	60000000

8. Provide details regarding the composition of the IQAC:

- Upload the latest notification regarding the composition of the IQAC by the HEI [View File](#)

9.No. of IQAC meetings held during the year **4**

- Were the minutes of IQAC meeting(s) and compliance to the decisions taken uploaded on the institutional website? **Yes**

- If No, please upload the minutes of the meeting(s) and Action Taken Report No File Uploaded

10.Did IQAC receive funding from any funding agency to support its activities during the year? **No**

- If yes, mention the amount

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

Preparation and submission of AQAR

Collection and analysis of feedback from all the stakeholders

Promotion and documentation of various activities leading to quality improvement in teaching-learning and research

Modification in implementation of certain globally accepted parameters, like attainment, cognitive level etc. to assess the quality of teaching-learning process and evaluation

Academic and Administrative audits for different departments

12.Plan of action chalked out by IQAC at the beginning of the academic year towards quality enhancement and the outcome achieved by the end of the academic year:

Plan of Action	Achievements/Outcomes
Preparation and submission of AQAR within deadline	AQAR for the academic session 2022-2023 has been successfully submitted within the deadline and the same has been uploaded on the website of the Institute
Collection of feedback from all the stakeholders	Feedback from all the stakeholders has duly been collected and analyzed
Assessment of the quality of evaluation process according to Revised Bloom's Taxonomy	Cognitive Level and mapping with Course Outcome is mentioned in the question paper for each questions. Rubrics for indirect assessments have been revised.

13. Was the AQAR placed before the statutory body? Yes

- Name of the statutory body

Name of the statutory body	Date of meeting(s)
Academic Council	22/11/2024

14. Was the institutional data submitted to AISHE ? Yes

- Year

Part A**Data of the Institution**

1.Name of the Institution	Heritage Institute of Technology
• Name of the Head of the institution	Professor Basab Chaudhuri
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone No. of the Principal	03366270610
• Alternate phone No.	03366270674
• Mobile No. (Principal)	9830217296
• Registered e-mail ID (Principal)	principal@heritageit.edu
• Address	994, Chowbaga Road, Anandapur, East Kolkata Township
• City/Town	Kolkata
• State/UT	West Bengal
• Pin Code	700107
2.Institutional status	
• Autonomous Status (Provide the date of conferment of Autonomy)	19/06/2014
• Type of Institution	Co-education
• Location	Urban
• Financial Status	Self-financing
• Name of the IQAC Co-ordinator/Director	Dr. Sandip Chatterjee

• Phone No.	03366270674				
• Mobile No:	9836870168				
• IQAC e-mail ID	iqac@heritageit.edu				
3.Website address (Web link of the AQAR (Previous Academic Year))	https://www.heritageit.edu/AQARandIOACpdf/AOAR_HITK_2022_2023.pdf				
4.Was the Academic Calendar prepared for that year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.heritageit.edu/NAACDoc/716218861Academic%20Calender%202023-2024.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B++	2.76	2017	22/02/2017	21/02/2022
Cycle 2	A	3.13	2022	12/07/2022	11/07/2027
6.Date of Establishment of IQAC			18/02/2016		
7.Provide the list of Special Status conferred by Central and/or State Government on the Institution/Department/Faculty/School (UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC, etc.)?					
Institution/ Department/Faculty/School	Scheme	Funding Agency	Year of Award with Duration	Amount	
Heritage Institute of Technology	TEQIP-II	World Bank	03/03/2008	60000000	
8.Provide details regarding the composition of the IQAC:					
• Upload the latest notification regarding the composition of the IQAC by the HEI			View File		

9.No. of IQAC meetings held during the year	4	
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions taken uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded	
10.Did IQAC receive funding from any funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> If yes, mention the amount 		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
Preparation and submission of AQAR		
Collection and analysis of feedback from all the stakeholders		
Promotion and documentation of various activities leading to quality improvement in teaching-learning and research		
Modification in implementation of certain globally accepted parameters, like attainment, cognitive level etc. to assess the quality of teaching-learning process and evaluation		
Academic and Administrative audits for different departments		
12.Plan of action chalked out by IQAC at the beginning of the academic year towards quality enhancement and the outcome achieved by the end of the academic year:		

Plan of Action	Achievements/Outcomes
Preparation and submission of AQAR within deadline	AQAR for the academic session 2022-2023 has been successfully submitted within the deadline and the same has been uploaded on the website of the Institute
Collection of feedback from all the stakeholders	Feedback from all the stakeholders has duly been collected and analyzed
Assessment of the quality of evaluation process according to Revised Bloom's Taxonomy	Cognitive Level and mapping with Course Outcome is mentioned in the question paper for each questions. Rubrics for indirect assessments have been revised.
13. Was the AQAR placed before the statutory body?	Yes
<ul style="list-style-type: none"> Name of the statutory body 	
Name of the statutory body	Date of meeting(s)
Academic Council	22/11/2024
14. Was the institutional data submitted to AISHE ?	Yes
<ul style="list-style-type: none"> Year 	
Year	Date of Submission
2024	19/03/2024
15. Multidisciplinary / interdisciplinary	
<p>The institute has kept pace with the development that has taken place in engineering and technological education in the country and across the globe, and faculty members have encouraged students to seek out-of-the-box solutions for difficult engineering problems. A wide range of vibrant club activities in the institute by 22 student activity clubs and 7 active student</p>	

chapters of various professional bodies and societies bring together students from different departments to organize various multidisciplinary and interdisciplinary learning activities. Thus, in writing computer programming code, a Civil Engineering student joins hands with students from Electronics and Communication Engineering, Computer Science and Engineering, etc. In this manner, the seeds of multidisciplinary education are sown. Conventional practices like the modification of syllabi take place regularly. Application orientation in teaching adds multidisciplinary to the subjects. New courses are introduced, keeping an eye on the changes in the marketplace and global demand.

16.Academic bank of credits (ABC):

The Institute has uploaded the relevant records of all the students from the academic session 2021-22 onwards on the ABC portal.

17.Skill development:

The vibrant internship programmes prevalent in the institute act as catalysts for skill development. Successful start-ups are already coming up. The basic premise of NEP whereby degree-owners are turned into empowered individuals, is being followed. The number of students opting for jobs is still much higher as compared to the number of empowered individuals who, with their ingenuity, will go for startups. This is sort of a cultural shift, and it will take time to produce a sizable number of students who will opt for self-employment. So far as skills required in industry are concerned, the students are ahead of many of their peers. But the process of improvement is continuous, and the institute strives to attain excellence slowly but steadily. Students and faculty members of the institute have taken many AICTE-sponsored online courses and received certificates to improve their skills. The progress in this area has been spectacular.

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

The institute is singularly lucky, as it has its moorings in Indian culture and heritage. It teaches students: "Atmo Deepo Bhubo" (Be your own light). The Institute has introduced a compulsory course named 'Indian Culture and Heritage' at the undergraduate level. A large number of students come to the institute from adjoining states like Bihar, Jharkhand, etc. While conducting classes in English, demands from the students to

explain matters in their mother tongue often come. Faculty members explain subjects in Hindi and Bengali languages outside the classroom to the students who face any difficulty due to the English medium of communication in class. Under the PMSSS scholarship scheme, students from Jammu, Kashmir, and Ladakh get admission to the institute, and initially they face a little cultural shock. The institute organizes various orientation activities for all the students and gives impetus to the students to take part in a variety of cultural and scientific programmes. Other than creating engineers, the goal of the institute is to make good Indian citizens, and the institute claims to have started this process at the advent of the 21st century, when the idea of NEP was perhaps not conceived of. During COVID-19 times, the institute started research on medicines based on homoeopathy so as to boost immunity against COVID-19. It is claimed that the institute has never lost sight of its Indianness while thinking globally and imparting state-of-the-art technological education to its students.

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

Heritage Institute of Technology, since 2014, has formally adopted outcome-based education (OBE), which is a student-centric teaching and learning methodology. All programs and courses are designed and revised by the Board of Studies and Academic Council, consisting of various stakeholders, in line with objectives and outcomes as felt necessary to prepare dynamic and caring citizens to meet the challenges of global society as stated in the vision statement of the Institute. As stated by David Kolb in his famous article on Experiential Learning Model (ELM), in order to gain genuine knowledge from an experience, the learner must have four abilities: (i) willingness to be actively involved; (ii) ability to reflect on the experience; (iii) analytical skills to conceptualize the experience; and (iv) decision-making and problem-solving skills. The teaching and learning process at Heritage Institute of Technology not only focuses on experiential learning but also on developing these four abilities, as mentioned above, among the students. Various experiential learning practices of Heritage Institute of Technology include practicals, internships, Field projects, industry visits, etc. The teaching-learning process at Heritage Institute of Technology is mostly 'with' the students rather than 'for' the students, where the teachers and students form a team and the outcomes are owned by the team rather than any individual. A few examples of participatory learning practices at Heritage Institute of technology are as follows: Classroom

Interaction: Classroom Interactions at Heritage Institute of Technology manifests on changing instructional role towards more support and negotiation over content and methods and focus on developing and supporting students' autonomy of critical thinking. Peer-Learning: During project work, students' collaborate among themselves and share their knowledge and skills. Conferences, seminars, and webinars: The Institute organizes these events regularly and encourages students to participate and interact with resource persons and peers. Use of Technology Stack: Google Classroom is being used as a LMS so that students and teachers can always stay connected and participate in academic discussions. Student Club Activities: Students conduct several competitions, workshops and lecture series as part of the activities of 22 student clubs and 7 student chapters at the institute. The mission statements of Heritage Institute of Technology include "To provide an environment for critical and innovative thinking, and to encourage life-long learning." In line with that, the institute fosters creativity, critical thinking and problem-solving abilities by assignments: Containing application-orientated real-life problems. Project-based Learning: Mandatory project work by all the students. Case-based learning: Explaining concepts through proper case studies, wherever possible. IQAC of the Institute has indogeneously developed an automated attainment calculation sheet to calculate and monitor the attainment of Course Outcomes and Programme Outcomes of each student.

20.Distance education/online education:

Since its inception, Heritage Institute of Technology has promoted the usage of ICT-enabled tools in the teaching and learning process, as suggested in NEP as well. As a result, most of the classrooms are ICT-enabled with overhead projectors and wi-fi connectivity. All the computer laboratories are equipped with a 1:1 student-to-computer ratio while working, with computers having state-of-the-art configuration and LAN connectivity. While conducting a class, faculty members switch between projections and chalk-and-talk as and when necessary, as all the classrooms are equipped with dual facilities. An adequate number of computers with internet connectivity are available at the Central Library as well, where students can access digital contents, e.g., IEEE Journals, NPTEL Courses, eBooks, Question Papers of previous years, etc. During the pandemic in March 2020, in order to minimize the academic loss of the students, faculty members adopted 'Education in Emergency' and started conducting online classes. Both students and faculty members have responded

promptly to getting accustomed to the transition of andragogy from the traditional face-to-face teaching-learning process to online teaching-learning process. Faculty members conducted thorough research to prepare an instructional design suitable for the online mode of teaching by reading articles, watching tutorials on various online platforms, attending webinars, and discussing among peer groups. Google Meet and Google Classroom is being used by all the faculty members as LMS and to apply the flipped classroom strategy. Faculty members are uploading various learning resources, such as articles, pre-recorded videos, YouTube links, assignments, etc., to the respective Google Classrooms on a regular basis, and students are also responding to those very well. Various online tools are also being used by some of the faculty members to make online classes more engaging. In some cases, once thought impossible to conduct virtually, all the laboratory classes are also being conducted online. In many cases, different opensource simulation software is being used for conducting laboratory classes online. For laboratory classes where no such software is available, the institute has created facilities for recording videos, having proper resolution and acoustics, of the experiments that have been done by the faculty members in laboratories. Links to those videos are also provided to the students so that they can complete the laboratory assignments comfortably. The Institute has adopted the Choice-Based Credit System (CBCS) in all undergraduate programs and encourages students to enroll in courses from MOOC platforms as recommended by the AICTE. The institute is also registered as a SWAYAM-NPTEL local chapter. During the last couple of years, students of the Institute have enrolled in more than 4000 various online courses, internships and training programmes offered by the leading universities, institutes and organizations of the world, such as Stanford University, John Hopkins University, University of California (Irvine, San Diego), Yale University, Imperial College London, University of Michigan, Duke University, DeepLearning.AI, Google, Microsoft, NPTEL, etc. through various online platforms such as NPTEL, Coursera, Udemy, Internshala, LinkedIn Learning, etc.

Extended Profile

1.Programme

1.1

20

Number of programmes offered during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

2.Student

2.1 **4336**

Total number of students during the year:

File Description	Documents
Institutional data in Prescribed format	View File

2.2 **1082**

Number of outgoing / final year students during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

2.3 **4268**

Number of students who appeared for the examinations conducted by the institution during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

3.Academic

3.1 **879**

Number of courses in all programmes during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

3.2 **230**

Number of full-time teachers during the year:

Extended Profile

1. Programme

1.1 20

Number of programmes offered during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

2. Student

2.1 4336

Total number of students during the year:

File Description	Documents
Institutional data in Prescribed format	View File

2.2 1082

Number of outgoing / final year students during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

2.3 4268

Number of students who appeared for the examinations conducted by the institution during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

3. Academic

3.1 879

Number of courses in all programmes during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

3.2	230
Number of full-time teachers during the year:	

File Description	Documents
Institutional Data in Prescribed Format	View File

3.3	230
Number of sanctioned posts for the year:	

4. Institution

4.1	26
Number of seats earmarked for reserved categories as per GOI/State Government during the year:	

4.2	54
Total number of Classrooms and Seminar halls	

4.3	1540
Total number of computers on campus for academic purposes	

4.4	800.36
Total expenditure, excluding salary, during the year (INR in Lakhs):	

Part B

CURRICULAR ASPECTS

1.1 - Curriculum Design and Development

1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.

Heritage Institute of Technology (HITK), after receiving autonomous status, has taken cognizance of major developments in the global scenario of scientific and technological advancements and is continuously striving to instill the skills required by the industry and society at large in its students. The Institute believes that the curriculum should be designed in such a way that the rising needs of the present dynamic society are

fulfilled. In this endeavour, the curriculum design, development, and implementation process at the Heritage Institute of Technology are done keeping in mind local, regional, national, and global needs. The curriculum is designed and implemented according to the guidelines of AICTE and UGC, which adopt outcome-based education(OBE). Each curriculum contains properly defined OBE components,viz., Program Educational Objectives (PEOs), Program Outcomes(POs), Program Specific Outcomes (PSOs), and Course Outcomes(COs). Periodicreviews are made as and when felt necessary for any modification in the curriculum following the guidelines of AICTE. UGC and the affiliating university, namely, Maulana Abul Kalam Azad University of Technology (MAKAUT). Courses that are relevant to national, regional, and global developmental needs and have links to the Government of India's initiatives are uploaded as additional information with detailed justification.

File Description	Documents
Upload additional information, if any	View File
Link for additional information	https://www.heritageit.edu/Programmes.asp x

1.1.2 - Number of Programmes where syllabus revision was carried out during the year

14

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	View File
Details of syllabus revision during the year	View File
Any additional information	No File Uploaded

1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development offered by the Institution during the year

815

File Description	Documents
Curriculum / Syllabus of such courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	View File
MoUs with relevant organizations for these courses, if any	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Number of new courses introduced across all programmes offered during the year

44

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System

20

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values into the curriculum

Heritage Institute of Technology has explicitly mentioned in

its vision that its main objective is to prepare dynamic and caring citizens to meet the challenges of global society while retaining their traditional values. It strongly believes that holistic development of the students is only possible in reality if successful integration of cross-cutting issues relevant to professional ethics, gender, environment and sustainability, human values and most importantly, professional ethics, could be done. In order to meet this challenge, the institute has designed different courses to cater to the needs of the students. It is believed that such student-centric curriculum development will empower them to become professionally successful through logical reasoning and decisions in times of crisis, as well as to be leaders in technological development in their domain area. In this endeavour, curricula have been designed with the advice of expert members of the Board of Studies and Academic Council to meet the learning needs of all elements of outcome-based education. Based on the emerging need at the national level in particular and global requirements in general, new courses, including core and elective papers, are offered from time to time following the guidelines of AICTE, UGC, and affiliated universities.

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	View File
Any additional information	View File

1.3.2 - Number of value-added courses for imparting transferable and life skills offered during the year

116

File Description	Documents
List of value-added courses	View File
Brochure or any other document relating to value-added courses	View File
Any additional information	View File

1.3.3 - Number of students enrolled in the courses under 1.3.2 above	
1111	
File Description	Documents
List of students enrolled	View File
Any additional information	View File
1.3.4 - Number of students undertaking field work/projects/ internships / student projects	
1030	
File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	View File
Any additional information	No File Uploaded
1.4 - Feedback System	
1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni	A. All 4 of the above
File Description	Documents
Provide the URL for stakeholders' feedback report	https://www.heritageit.edu/NAAC_Feedback.a_spx
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	No File Uploaded
Any additional information	View File
1.4.2 - The feedback system of the Institution comprises the following	B. Feedback collected, analysed and action taken

File Description	Documents
Provide URL for stakeholders' feedback report	https://www.heritageit.edu/NAAC_Feedback.a_spx
Any additional information	View File

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment of Students

2.1.1.1 - Number of students admitted (year-wise) during the year

1121

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

2.1.2 - Number of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc.) as per the reservation policy during the year (exclusive of supernumerary seats)

17

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

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses students' learning levels and organises special programmes for both slow and advanced learners.

Faculty members regularly track the attainment levels of the students through an indigenously developed automated attainment calculation sheet. In order to uplift the slow learners, all the departments conduct bridge courses, remedial classes, and several other remedial measures. The advanced learners are offered add-on courses and encouraged to complete additional MOOC courses, short-term training programs (STTP), internships, etc. beyond the curricula. In addition, corporate companies like TCS are invited, and they conduct seminars on relevant topics

for the benefit of the senior students. Students are also connected to Infosys CampusConnect and TCS Campus Community, through which they continue to get guidance and training input from these organizations. Students are encouraged to participate in value-added courses offered by NPTEL-SWAYAM. The Institute is a local chapter of NPTEL-SWAYAM as well. Programs are also organized for the employability enhancement of students in technical and soft skill areas, especially tailored to the demands of employers from time to time. The advanced learners are encouraged to take part in hackathons and other technical events and competitions at the interuniversity, state, national, and international levels. Special training is arranged by the concerned departments and student clubs for this purpose.

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

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
01/01/2024	4336	230

File Description	Documents
Upload any additional information	View File

2.3 - Teaching- Learning Process

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

Heritage Institute of Technology (HIT-K), since 2014, has formally adopted outcome-based education (OBE), which is a student-centric teaching and learning methodology. All programs and courses are designed and revised by the Board of Studies and Academic Council, consisting of various stakeholders, in line with objectives and outcomes as felt necessary to prepare dynamic and caring citizens to meet the challenges of global society as stated in the vision statement of the Institute. As stated by David Kolb in his famous article on the experiential learning model (ELM), in order to gain genuine knowledge from an

experience, the learner must have four abilities: willingness to be actively involved, ability to reflect on the experience, analytical skills to conceptualize the experience, and decisionmaking and problem-solving skills. The teaching and learning process at HIT-K not only focuses on experiential learning but also on developing these four abilities, as mentioned above, among the students. The teaching-learning process at HIT-K is mostly 'with' the students rather than 'for' the students, where the teachers and students form a team and the outcomes are owned by the team rather than any individual.

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

2.3.2 - Teachers use ICT-enabled tools including online resources for effective teaching and learning

Since its inception, Heritage Institute of Technology (HITK) has promoted the use of ICT-enabled tools in the teaching and learning process. As a result, most of the classrooms are ICT-enabled with overhead projectors and wifi connectivity. All the computer laboratories are equipped with a 1:1 student-to-computer ratio during classes, with computers having state-of-the-art configuration and LAN connectivity. An adequate number of computers with internet connectivity is available at the Central Library as well, where students can access digital contents, e.g., IEEE Journals, NPTEL Courses, E-Books, Question Papers from previous years, etc. Wi-fi connectivity is available on the entire campus. HITK went into a partnership with Coursera, a premier organization offering online courses on emerging topics, under the 'Coursera for Campus' program. Many students have successfully completed a large number of courses among the available ones and earned certificates, which will be valuable for their careers. It is believed that the teaching-learning process in the future will be a proper combination of face-to-face synchronous and asynchronous learning. Keeping that in mind, all the stakeholders of HITK are continuously engaged in exploring the best practices for the best interest of the students.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	Nil
Upload any additional information	View File

2.3.3 - Ratio of students to mentor for academic and other related issues

2.3.3.1 - Number of mentors

230

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	View File
Circulars with regard to assigning mentors to mentees	View File

2.3.4 - Preparation and adherence to Academic Calendar and Teaching Plans by the institution

Academic Calendar: The Principal of the Institute, in consultation with the Deans, IQAC Coordinator, Registrar, Controller of Examinations, and Heads of Departments, prepares an academic calendar for every academic session in accordance with the guidelines notified by UGC, AICTE, and the affiliating university, namely, MAKAUT. The academic calendar contains information regarding the duration of classes and examinations, inter-semester breaks, registration dates, holidays, etc. so that students can plan their activities accordingly. Such an academic calendar is strictly adhered to in all respects unless any change becomes necessary due to any circular by the UGC, AICTE, or MAKAUT under any unforeseen emergency situation like the outbreak of COVID-19. The academic calendar is published on the website of the institute at the beginning of the academic session. **Timetable:** The timetable is planned and prepared well in advance for each semester. A routine committee is formed with nominated members from each department for this purpose. The convener of the Routine Committee ensures that the schedule of academic activities as per the Academic Calendar is carried out without any inconsistencies. **Teaching Plan:** The teaching plan, in accordance with the syllabus, is prepared by each one of the

faculty members and circulated among the students.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	View File

2.4 - Teacher Profile and Quality

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

230

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	View File
List of the faculty members authenticated by the Head of HEI	View File
Any additional information	No File Uploaded

2.4.2 - Number of full-time teachers with PhD/ D.M. / M.Ch. / D.N.B Super-Specialty / DSc / DLitt during the year

128

File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	View File
Any additional information	View File

2.4.3 - Total teaching experience of full-time teachers in the same institution: (Full-time teachers' total teaching experience in the current institution)

2522

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	View File
Any additional information	No File Uploaded

2.5 - Evaluation Process and Reforms

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

21

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	View File
Any additional information	View File

2.5.2 - Number of students' complaints/grievances against evaluation against the total number who appeared in the examinations during the year

519

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	View File
Upload any additional information	View File

2.5.3 - IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in the Examination Management System (EMS) of the Institution

Heritage Institute of Technology follows an objective, comprehensive, student-centered and credible Examination Management System ensuring the integrity of the Institution. The Institute keeps its examination system open for modifications and thus strengthens it from time to time, ensuring the system fool proof and address the grievances of students, if any. The drivers for reforms in examination system of Indian Engineering Education taken up by the premier technical institutions and

following the guidance of AICTE have been incorporated into our examination system and they include OBE- frame work for assessment process, evaluation of higher order abilities and professional skills in different forms like MOOCs, internship experience and project works, Bloom's taxonomy for assessment design etc.

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

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme Outcomes and Course Outcomes for all Programmes offered by the institution are stated and displayed on the website and communicated to teachers and students

One of the major objectives of the Institute is to prepare its students to be competent and eligible engineers at both national and global level. In order to fulfil this goal, the Institute has adopted Outcome-Based Education (OBE) system in the curriculum from the year 2014. OBE ensures attainment of Program Educational Objectives (PEOs), Program Outcomes (POs), Program Specific Outcomes (PSOs) and Course Outcomes (COs). All these elements equip learners with the knowledge, competence and orientations needed for success after they leave the institution. Students are provided with the course plan at the outset of the academic session and lecture materials are also given to the students during the progress of the session. Both of these contain clearly defined Course Outcome so that students can understand what they would achieve through this course. All the departments of the Institute pay utmost importance and care to communicate its students and other stakeholders their Program Outcomes (POs) and Program Educational Objectives (PEOs) and Program Specific Outcomes (PSOs) through a wide range of platforms. These include and not necessarily limited to: Website of individual department All prominent places of the department, viz., Notice Board Classroom Office of the Head of the Department Laboratories

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	View File
Upload any additional information	View File
Link for additional Information	Nil

2.6.2 - Attainment of Programme Outcomes and Course Outcomes as evaluated by the institution

The Institute has developed an indigenous automated attainment calculation sheet to track the students' attainment of programme outcomes and course outcomes. Faculty members use the sheet to track the attainment of every student and adopt necessary measures for slow and advanced learners. IQAC is involved in the analysis of overall attainment and setting up or revise the target attainment level.

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

2.6.3 - Pass Percentage of students

2.6.3.1 - Total number of final year students who passed in the examinations conducted by Institution

1082

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	View File
Upload any additional information	View File
Paste link for the annual report	https://www.heritageit.edu/NAAC_ExaminationCell.aspx

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://www.heritageit.edu/NAAC_Feedback.aspx
RESEARCH, INNOVATIONS AND EXTENSION
3.1 - Promotion of Research and Facilities
3.1.1 - The institution's research facilities are frequently updated and there is a well-defined policy for promotion of research which is uploaded on the institutional website and implemented
<p>The institute started with the primary objective of producing competent graduate engineers who will be the work-force in various industries. State-of-the-art laboratories were set up to train the students in engineering applications. Gradually, Masters programmes were initiated and a need was felt to upgrade the laboratories. The laboratories of Biotechnology, Applied Electronics and Instrumentation Engineering, Electronics and Communication Engineering, etc., got face-lift with continuous addition of set-ups and facilities. The idea was to give the students the flavor of research and to give impetus to the members of the faculty to undertake research work. Every quarterly meeting of the Board of Governors makes an assessment of the R&D activities of the institute and publications made in the quarter are placed before the BOG. When the members of the faculty complete Ph.D., their salaries are enhanced through increments in accordance with the University Grants Commission regulations. On the Foundation Day of the institute, members of the faculty making substantial contributions in research are identified and rewarded through Certificates and Cash Prizes. The institute believes strongly in autonomy of the faculties and firmly believes that the desire to make solid research contributions stems from an urge from within. Our vision statement clearly states "Atmodeepo Bhobo". Enlightenment talked about in the Mantra itself is the crux of the Institute's research policy and members of faculty are encouraged to make substantial contributions in research, not in terms of numbers, but in terms of quality of research.</p>

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	View File
Provide URL of policy document on promotion of research uploaded on the website	https://www.heritageit.edu/NAACDoc/1540670560Research%20Policy.pdf
Any additional information	View File

3.1.2 - The institution provides seed money to its teachers for research

3.1.2.1 - Seed money provided by the institution to its teachers for research during the year (INR in lakhs)

0

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	No File Uploaded
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	View File
List of teachers receiving grant and details of grant received	No File Uploaded
Any additional information	No File Uploaded

3.1.3 - Number of teachers who were awarded national / international fellowship(s) for advanced studies/research during the year

0

File Description	Documents
e-copies of the award letters of the teachers	No File Uploaded
List of teachers and details of their international fellowship(s)	View File
Any additional information	No File Uploaded

3.2 - Resource Mobilization for Research

3.2.1 - Grants received from Government and Non-Governmental agencies for research projects, endowments, Chairs during the year (INR in Lakhs)

3.81

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	View File
List of projects and grant details	View File
Any additional information	No File Uploaded

3.2.2 - Number of teachers having research projects during the year

1

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://www.heritageit.edu/NAACDoc/2723278273.2.1_ecopy.pdf
List of research projects during the year	View File

3.2.3 - Number of teachers recognised as research guides

32

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	View File
Institutional data in Prescribed format	View File

3.2.4 - Number of departments having research projects funded by Government and Non-Government agencies during the year

1

File Description	Documents
Supporting document from Funding Agencies	View File
Paste link to funding agencies' website	https://www.icmr.gov.in/
Any additional information	View File

3.3 - Innovation Ecosystem

3.3.1 - Institution has created an ecosystem for innovations and creation and transfer of knowledge supported by dedicated centres for research, entrepreneurship, community orientation, incubation, etc.

The establishment of the institution itself is an innovation:building structure after structure in the Eastern Part of Kolkata was a success story by itself. During the initial years, members of the faculty who joined the institute are still working with the institute because they saw the commitment and the innovations in building the institute. There was no compromise in the academic quality of the courses and the delivery mechanism and that is why year after year, through the last twenty years, the institute could entice students to the extent that 95% of the undergraduate seats have been filled every year. Socio-economic reasons compel the students to take up jobs right after graduation. So, Masters Programmes have to run with a small number of students. This is interesting to ponder over the matter: the better the quality of the undergraduate engineering programmes in a private institute, the better is the placement and naturally lesser number of students comes to the Masters programmes. There are dedicated centres of research under the Department of Biotechnology, and Electronics and Communication Engineering. The Institute has established IEEE

EDS Centre of Excellence, first of its kind globally, with financial support from IEEE, USA. Its primary objective is to provide collaborative environment to create rich teaching-learning and research experiences in the field of electron devices and circuits. The Institute has an Entrepreneurship Development and Incubation Cell to motivate students to become entrepreneur in future and to train them in various aspects of entrepreneurship.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.heritageit.edu/NAACDoc/3_3_2_Rpt.pdf

3.3.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR), Entrepreneurship and Skill Development during the year

54

File Description	Documents
Report of the events	View File
List of workshops/seminars conducted during the year	View File
Any additional information	No File Uploaded

3.4 - Research Publications and Awards

3.4.1 - The Institution ensures implementation of its Code of Ethics for Research uploaded in the website through the following: Research Advisory Committee Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check through authenticated software

B. Any 3 of the above

File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	View File
Any additional information	View File

3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year

3.4.2.1 - Number of PhD students registered during the year

1

File Description	Documents
URL to the research page on HEI website	https://www.heritageit.edu/NAAC_Research.aspx
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	View File
Any additional information	View File

3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website during the year

0.32

File Description	Documents
List of research papers by title, author, department, and year of publication	View File
Any additional information	View File

3.4.4 - Number of books and chapters in edited volumes / books published per teacher during the year

0.18

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.heritageit.edu/NAACDoc/15816154773.4.4_Additional.pdf

3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed

3.4.5.1 - Total number of Citations in Scopus during the year

89

File Description	Documents
Any additional information	No File Uploaded
Bibliometrics of the publications during the year	View File

3.4.6 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-Index of the University

3.4.6.1 - h-index of Scopus during the year

5

File Description	Documents
Bibliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	View File
Any additional information	No File Uploaded

3.5 - Consultancy

3.5.1 - Revenue generated from consultancy and corporate training during the year (INR in lakhs)

36.30

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	View File
List of consultants and revenue generated by them	View File
Any additional information	View File

3.5.2 - Total amount spent on developing facilities, training teachers and clerical/project staff for undertaking consultancy during the year

0

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	View File
List of training programmes, teachers and staff trained for undertaking consultancy	No File Uploaded
List of facilities and staff available for undertaking consultancy	No File Uploaded
Any additional information	No File Uploaded

3.6 - Extension Activities

3.6.1 - Extension activities carried out in the neighbourhood sensitising students to social issues for their holistic development, and the impact thereof during the year

Since inception, the mission statements of Heritage Institute of Technology include "To inculcate leadership qualities for serving the society." The students, staff and faculty members of the Institute remain involved in several extension activities throughout the year. Although there is no credit associated with such activities but according to the guidelines for Mandatory Additional Requirements (MAR), participating in such activities are mandatory for the students for getting the degree. Industry needs professionals who can work successfully in teams, who have leadership qualities, who are alive to social and community

needs and who can bring innovation and creativity to their work and who are also digitally proficient. Hence, in order to prepare its students to match these multiple requirements, the Institute, in accordance with the directive of the affiliating university, MAKAUT has created a mechanism of awarding 100 Activity Points over and above the academic grades. It is expected that the students will be involved in these activities at their own pace and comfort and such involvement will help them to serve, reflect and learn. It is expected that by the time students reach their Final Year, they would have developed themselves so well both through their studies in the respective technological field and through their active participation in the co-curricular and extra-curricular activities as also through NPTEL-SWAYAM based learning activities that they would be well-prepared for contributing to every sphere of society and life.

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

3.6.2 - Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government-recognised bodies during the year

0

File Description	Documents
Number of awards for extension activities in during the year	View File
e-copy of the award letters	No File Uploaded
Any additional information	No File Uploaded

3.6.3 - Number of extension and outreach programmes conducted by the institution through NSS/NCC/Red Cross/YRC, etc. during the year (including Government-initiated programmes such as Swachh Bharat, AIDS Awareness, and Gender Sensitization and those organised in collaboration with industry, community and NGOs)

37

File Description	Documents
Reports of the events organized	View File
Any additional information	View File

3.6.4 - Number of students participating in extension activities listed in 3.6.3 during the year

1438

File Description	Documents
Reports of the events	View File
Any additional information	View File

3.7 - Collaboration

3.7.1 - Number of collaborative activities during the year for research/ faculty exchange/ student exchange/ internship/ on-the-job training/ project work

8

File Description	Documents
Copies of documents highlighting collaboration	View File
Any additional information	View File

3.7.2 - Number of functional MoUs with institutions of national and/or international importance, other universities, industries, corporate houses, etc. during the year (only functional MoUs with ongoing activities to be considered)

18

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

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 equipments, etc.

The institute is located on 8.03 acres of land on a lush green campus with huge physical infrastructure. All the buildings are aesthetically designed, and the campus contains a fully air-conditioned indoor auditorium having 500 seating capacity with all modern facilities. A beautiful playground also constitutes part of the campus. The major part of the institute consists of the required numbers of highly equipped laboratories, 54 classrooms, 13 tutorial rooms, 4 drawing halls, and 6 seminar halls, along with boys and girls hostels separately. The Institute owns a huge library in an 1858 sq. m. area with a total seating capacity of 250. The library has a rich collection of 66212 books, 93 print journals, 3000 CD/DVDs, 218 e-journals, e-books (Delnet), and also lectures and videos from NPTEL. All the computers at the campus are connected with LAN. In the institute, every faculty member is provided with a dedicated computer. The institute owns many software, and important places of the campus are embedded with a WiFi facility. All the facilities are maintained regularly. The total number of 1540 computers with internet facilities and LANs is in operation. The entire campus is under CC camera surveillance for 24 hours.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.heritageit.edu/NAACDoc/13442892254.1.1_additional.pdf

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

Auditorium: Swami Vivekananda Auditorium with 500 seating capacity, centrally air-conditioned and well equipped light and sound console.

Health Care: A medical unit is available in the campus. In addition, the Institute maintains liaison with nearby hospitals for any emergency.

Hostel: Boarding and lodging facilities are available separately for boys and girls. Seats are limited and allotted on distance

basis.

Banking: A branch of Punjab National Bank is located within the campus with ATM facility for the benefit of students and members of faculty and staff.

Cafeteria: The Institute has an excellent cafeteria. Multi-cuisine lunch and snacks are served in the cafeteria. Beside, a fast food restaurant cum-convenience store is also there.

Students' Corner: Essential books, stationary etc., as well as reprographic facilities are available in the corner.

Common Room: The Institute has separate Common Rooms for boys and girls, equipped with indoor games facilities like table tennis, carom, chess etc.

Games & Sports: There are excellent facilities and playgrounds for outdoor games and sports like cricket, football, volleyball and basketball. The facilities are managed by a Sports Officer.

Yoga: There is an active Yoga Club mentored by members of faculty and staff and organizes Yoga sessions on a regular basis.

File Description	Documents
Geotagged pictures	View File
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.heritageit.edu/Facilities.asp x

4.1.3 - Number of classrooms and seminar halls with ICT-enabled facilities

54

File Description	Documents
Upload any additional information	View File
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure for infrastructure augmentation, excluding salary, during the year (INR in Lakhs)**137.61**

File Description	Documents
Upload audited utilization statements	View File
Details of Expenditure, excluding salary, during the years	View File
Any additional information	View File

4.2 - Library as a Learning Resource**4.2.1 - Library is automated using Integrated Library Management System (ILMS)**

**Name of ILMS software : Libsys Nature of automation : Partial
Version : LSEase on Cloud /2022 Year of Automation : 2002 to till date**

Features of LIBSYS LSEase-cloud version library management software is flexible enough to run on any operating system and supports multimedia files. Interactive, screen-oriented and menu-driven user interface. It is a package bundled with basic library management modules. The various LSE modules are: Acquisition, Cataloguing, Circulation, Serial. LSEase supports MARC 21 with full support for RDA. It supports AACR-2 and ISBD formats. Circulation can be handled using biometrics, smart cards, RFID-based cards, or standard barcode-based cards. It supports various electronic resources, like images and multimedia files. Bar-code ID cards can be printed along with the option of attaching members' photographs.

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

4.2.2 - Institution has access to the following: e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access to e-resources

A. Any 4 or more of the above

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	View File
Upload any additional information	View File

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

14.04

File Description	Documents
Audited statements of accounts	View File
Any additional information	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Usage of library by teachers and students (footfalls and login data for online access)

4.2.4.1 - Number of teachers and students using the library per day during the year

521

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

4.3 - IT Infrastructure

4.3.1 - Institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities

The institute has a well-drafted IT policy covering Prohibition of Usage, Social Media Usage, Commercial Usage, Software Installation, and Licensing Policy.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.heritageit.edu/Infrastructure A ndLearningResources/431%20additional%20in f_ormation.pdf

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
4336	1540

File Description	Documents
Upload any additional information	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus

A. 750 Mbps

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

4.3.4 - Institution has facilities for e-content development: Facilities available for e-content development Media Centre Audio-Visual Centre Lecture Capturing System (LCS) Mixing equipments and software for editing

C. Any two of the above

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
List of facilities for e-content development (Data Template)	View File

4.4 - Maintenance of Campus Infrastructure

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

800.36

File Description	Documents
Audited statements of accounts	View File
Upload any additional information	View File

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

The Institute has established an effective mechanism for maintaining and utilizing physical, academic and support facilities. The Institute has separate departments for maintenance works headed by a qualified Maintenance Manager. Maintenance is carried out on a daily basis based on the complaints received through ERP in order to ensure effective functioning of the Institute. The instruments are calibrated by calibration agencies. Computers, CCTVs and other electrical/electronic equipment have been put under AMC. The Institute ensures optimal allocation and utilization of the available financial resources for maintenance and upkeep of different facilities by holding regular meetings of various committees constituted for this purpose and using the grants received as per the requirements.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.heritageit.edu/NAACDoc/3759648334.1.1_Additional.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefitted by scholarships and freeships provided by the Government during the year

569

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	View File
Upload any additional information	View File

5.1.2 - Number of students benefitted by scholarships and freeships provided by the institution and non-government agencies during the year

145

File Description	Documents
Upload any additional information	View File
Institutional data in prescribed format	View File

5.1.3 - The following Capacity Development and Skill Enhancement activities are organised for improving students' capabilities Soft Skills Language and Communication Skills Life Skills (Yoga, Physical fitness, Health and Hygiene) Awareness of Trends in Technology

A. All of the above

File Description	Documents
Link to Institutional website	Nil
Details of capability development and schemes	View File
Any additional information	View File

5.1.4 - Number of students benefitted from guidance/coaching for competitive examinations and career counselling offered by the institution during the year

366

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

5.1.5 - The institution adopts the following mechanism for redressal of students' grievances, including sexual harassment and ragging: Implementation of guidelines of statutory/regulatory bodies Creating awareness and implementation of policies with zero tolerance Mechanism for submission of online/offline students' grievances Timely redressal of grievances through appropriate committees

A. All of the above

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

5.2 - Student Progression	
5.2.1 - Number of outgoing students who got placement during the year	
711	
File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded
5.2.2 - Number of outgoing students progressing to higher education	
53	
File Description	Documents
Upload supporting data for students/alumni	View File
Details of students who went for higher education	View File
Any additional information	No File Uploaded
5.2.3 - Number of students qualifying in state/ national/ international level examinations during the year	
5.2.3.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government examinations) during the year	
64	
File Description	Documents
Upload supporting data for students/alumni	View File
Any additional information	View File
5.3 - Student Participation and Activities	
5.3.1 - Number of awards/medals for outstanding performance in sports and/or cultural activities at inter-university / state /national / international events (award for a team event should be counted as one) during the year	
36	

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File

5.3.2 - Presence of an active Student Council and representation of students in academic and administrative bodies/committees of the institution

The Students' Council at Heritage Institute of Technology fosters student involvement in academics, extracurriculars, and administration. It organizes sports, cultural and technical events, publishes magazines, and discusses academic and placement matters with faculty and management. Represented in key committees like Anti-Ragging, Library, and Placement, it enhances the learning environment. Under faculty mentorship, students manage 22 active clubs and cells, promoting holistic development and engagement in diverse activities that enrich their skills and experiences.

- Atmadweep - Quiz
- Robotics Club
- Gaming Club - Computer Games
- Geeks United - Coding / Modeling
- Science Club
- DebSoc - Debate
- HEGA - Environment
- Flyers - Aeronautics Club
- Sports Club
- Anubhav - Drama
- Developers Students Club-DSC - Google Developer Society
- Language Club
- Resonance - Music
- Anahita - Literary
- Entrepreneurship Development and Incubation Cell (EDIC)
- Yoga Club
- Ghungroo - Dance
- NSS, HIT-K
- Pravasana - Photography, Film and Painting
- HFC - Fashion Club
- News Club - News Activities
- Alumni Relations Club

Apart from the above-mentioned club activities, the students also manage the activities of the following student chapters under the guidance of faculty mentors:

- IEEE Electron Devices Society (EDS) Student Branch Chapter
- IEEE Microwave Theory and Technology Society (MTT-S) Student Branch Chapter
- Association for Computing Machinery (ACM) Student Chapter
- Instrument Society of India (ISOI) Student Chapter
- Indian Institute of Chemical Engineers (IIChE) Student Chapter
- Indian Plumbing Association (IPA) Student Chapter
- American Society of Mechanical Engineers (ASME) Student Chapter
- Standards Club, Bureau of Indian Standards

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.heritageit.edu/StudentsActivities.aspx

5.3.3 - Number of sports and cultural events / competitions organised by the institution

88

File Description	Documents
Report of the event	View File
List of sports and cultural events / competitions organised per year	View File
Upload any additional information	View File

5.4 - Alumni Engagement

5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute significantly to the development of the institution through financial and other support services

The Alumni Association of Heritage Institute of Technology, registered in the year 2007, is closely associated with various activities of the Institute. All the outgoing students automatically become member of the association. Members of the association contribute significantly in various aspects as stated below:

- Provides feedback in the development of the academic aspects of the institute as Active members of various

academic and administrative bodies of the Institute such as Board of studies, IQAC etc..

- Organizes technical lectures on cutting edge technologies that are being practiced by the members.
- Motivates the new entrants by sharing the journey of successful alumni members.
- Participates in Cultural and Technical Programmes as judges.
- Organizes alumni reunion, named as "Homecoming", in the month of January every year.
- Provides leads to the Training and placement Cell of the Institute regarding internships, training and placement opportunities.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	https://heritageit.almaconnect.com/

5.4.2 - Alumni's financial contribution during the year

E. <2 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 an effective leadership in tune with the vision and mission of the Institution

The organization has a strong governing body constituted as per the statutory provisions that explicitly adheres to the vision and mission of the Institute, thereby fostering continuous growth, development and excellence amongst one and all. The institute has a strategic and perspective plan, and e-governance is implemented in more than 80% of its activity. The Institute has an efficient and participative managerial body with defined functional areas and they review and assess the functions and responsibilities by conducting meetings with all its stakeholders. The Institute has various statutory committees where decision for handling several academic and administrative issues are taken by the Board of Governors, Advisory Council,

Academic Council, Boards of Studies and other statutory and non-statutory bodies. The meetings of the Board of Governors, Academic Council, and Boards of Studies are held regularly. The College has evolved various effective knowledge development strategies among students for national development, fostering global competencies, enhancing entrepreneurial and professional skills and promoting use of technology with a quest for excellence. The Institute also promotes value orientations, traditions and prepares dynamic and caring citizens to meet the challenges of global society. The Institute has a formal policy to ensure and maintain quality through Internal Quality Assurance Cell. The Institute gives importance to feedback obtained from employers, parents, students and alumni. The Institute has an Anti-Ragging Committee and Anti-Ragging Squad as per the Hon'ble Supreme Court recommendations and AICTE guidelines along with a Grievance Redressal Committee and Internal Complaints Committee.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	https://www.heritageit.edu/BOG.aspx

6.1.2 - Effective leadership is reflected in various institutional practices such as decentralization and participative management

The Institute has adopted a highly transparent mechanism in its management policies by successful adaptation of decentralization and participative governance in all its activities with the inclusion of all the stakeholders. The Board of Governors (BOG) is the apex body responsible for proper management of the affairs of the Institute. The Principal is the academic and administrative executive authority for implementation of the policies set by the BOG and he is the Chairman of the Academic Council, a statutory body having power to scrutinise and approve the proposals of the Board of Studies (BOS). The HOD provides leadership for the academic administration of the program and is the Chairman of the BOS. The Finance Committee is an Advisory Body to the Board of Governors and is responsible for preparing budget estimates before the commencement of the financial year. The decentralized and participative management policies of the Institute are also delegated through various other Non-Statutory bodies which include but not necessarily limited to : (i) Planning and Evaluation Committee (ii) Grievance Redressal

Committee (iii) Examination Committee (iv) Library Committee (v) Student Welfare Committee (vi) Internal Complaints Committee.

File Description	Documents
Upload strategic plan and deployment documents on the website	View File
Upload any additional information	No File Uploaded
Paste link for additional Information	https://www.heritageit.edu/GovernanceLeadershipAndManagement/612%20strategic%20plan.pdf

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ Perspective plan has been clearly articulated and implemented

1. One of the major thrusts of the Institute was to bring in its fold Departments having commonality in courses and objectives. This could improve resource sharing and create interdependent bridges between/among departments. 2. Right from inception HITK had an edge over other colleges in the area of Computer Science. The introduction of subjects like Artificial Intelligence and Machine Learning, and Data Science was a natural follow-up under the tutelage of the Department of Computer Science and Engineering. 3. The focus of HITK is to train students who can work in industry right after getting their degrees. Brilliant students are keen to join industry. If they could be retained for research, it would have been given dividends in the long run. Faculty members of the Institute are now trying to engage themselves in research and trying to involve students in research.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://www.heritageit.edu/GovernanceLeadershipAndManagement/612%20strategic%20plan.pdf
Upload any additional information	No File Uploaded

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

The Organizational Structure (Organogram) is available on the website of the Institute at the following link:<https://heritageit.edu/PDF/OrganizationalChart.pdf>
Various Statutory and Non-Statutory committees are also available at the website of the Institute, the links of which are given below: Statutory Committees:<https://www.heritageit.edu/NAACDoc/645943483StatutoryCommitteesHIT2023-2024.pdf>

Non-Statutory Committes:<https://www.heritageit.edu/NAACDoc/1753245448Non-StatutoryCommittees2023-2024.pdf>

The Composition, Powers and Functions of various institutional bodies are clearly defined and uploaded on the website of the Institute, the link of which is as follows:

<https://heritageit.edu/PDF/StatutesRegulationsRules2.pdf>

The executive Head of the Institute is the Principal who is supported by the Registrar, Joint Registrars, Deans, Associate Deans, Controller of Examinations, Chief Finance Officer and Training and Placement Head. Each of the academic departments are headed by a senior faculty member having experience in teaching, academic administration and research. The academic departments take appropriate decisions in respect of various academic programmes and courses offered by them and in respect of research. Board of Studies take such decisions and forward to the Academic Council for necessary Approval.

The Institute has an IQAC that works towards quality sustenance and enhancement of teaching, research and administration. The Service Rules of the Institute are available at <https://heritageit.edu/PDF/ServiceRule.pdf>

File Description	Documents
Paste link to Organogram on the institution webpage	https://heritageit.edu/PDF/OrganizationalChart.pdf
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

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										
<table border="1"> <thead> <tr> <th data-bbox="86 353 523 421">File Description</th> <th data-bbox="523 353 1394 421">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 421 523 524">ERP (Enterprise Resource Planning) Documen</td> <td data-bbox="523 421 1394 524">View File</td> </tr> <tr> <td data-bbox="86 524 523 591">Screen shots of user interfaces</td> <td data-bbox="523 524 1394 591">View File</td> </tr> <tr> <td data-bbox="86 591 523 734">Details of implementation of e-governance in areas of operation</td> <td data-bbox="523 591 1394 734">View File</td> </tr> <tr> <td data-bbox="86 734 523 801">Any additional information</td> <td data-bbox="523 734 1394 801">No File Uploaded</td> </tr> </tbody> </table>	File Description	Documents	ERP (Enterprise Resource Planning) Documen	View File	Screen shots of user interfaces	View File	Details of implementation of e-governance in areas of operation	View File	Any additional information	No File Uploaded	
File Description	Documents										
ERP (Enterprise Resource Planning) Documen	View File										
Screen shots of user interfaces	View File										
Details of implementation of e-governance in areas of operation	View File										
Any additional information	No File Uploaded										
6.3 - Faculty Empowerment Strategies											
6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff and avenues for their career development/ progression											
<p>Since inception, Heritage Institute of Technology has adopted various welfare measures for teaching and non-teaching staffs. The Institute has also provided the employees with various avenues for their career development. Following are some of the welfare measures, career development avenues and incentives available at the Institute: 1.Implementing QIP scheme of Govt. of India2.Encouraging faculty members to complete their Ph.D. by granting special leave after registration for Ph.D. 3.Three additional increments in salary of the faculty members after completion of their Ph.D.4.Promotion through Career Advancement Scheme 5.Award of Excellence to the members of faculty and staff every year in different categories 6.Employees' Provident Fund 7.Gratuity8.Group Accidental Insurance Policy 9.Transport facility from nearby bus stop 10.Psychological Counselling for the members of faculty and staff members</p>											
<table border="1"> <thead> <tr> <th data-bbox="86 1662 523 1729">File Description</th> <th data-bbox="523 1662 1394 1729">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 1729 523 1832">Upload any additional information</td> <td data-bbox="523 1729 1394 1832">View File</td> </tr> <tr> <td data-bbox="86 1832 523 1935">Paste link for additional information</td> <td data-bbox="523 1832 1394 1935">Nil</td> </tr> </tbody> </table>	File Description	Documents	Upload any additional information	View File	Paste link for additional information	Nil					
File Description	Documents										
Upload any additional information	View File										
Paste link for additional information	Nil										
6.3.2 - Number of teachers provided with financial support to attend conferences / workshops and towards payment of membership fee of professional bodies during the year											

12

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development / administrative training programmes organized by the Institution for its teaching and non-teaching staff during the year

1

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	View File
Upload any additional information	No File Uploaded

6.3.4 - Number of teachers who have undergone online/ face-to-face Faculty Development Programmes during the year: (Professional Development Programmes, Orientation / Induction Programmes, Refresher Courses, Short-Term Course, etc.)

56

File Description	Documents
Summary of the IQAC report	No File Uploaded
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	View File
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly

The activities and operations of the Heritage Institute of Technology are reviewed, monitored and evaluated by internal

committee of the Institute, independent Internal Auditor & Statutory Auditor. The purpose is to conduct an objective examination of evidence and provide an independent assessment on the Activities and Operations (risk management, control and governance processes) of the college & contribute to the improvement of activities and operations of the college using a systematic and disciplined approach. For the above purpose Independent Internal Auditors have been appointed and they conduct audit of various function periodically to ensure internal control system regarding authorization procedures, record maintenance, safeguarding of assets, etc. The Auditors submit their observations to the Institute for review and corrective actions, if any. The Annual Accounts of the institute are audited by the Independent Statutory Auditor appointed for the purpose.

Annual Accounts are placed before the Finance Committee for consideration. Suggestions arising out of the meeting of the committee are duly considered in the Annual Accounts and the Statutory Auditors conduct the audit there after. The Accounts so approved by the Auditors are placed before the Board of Governors for final approval.

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

6.4.2 - Funds / Grants received from non-government bodies, individuals, and philanthropists during the year (not covered in Criterion III and V) (INR in lakhs)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	View File
Any additional information	No File Uploaded

6.4.3 - Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Broadly major internal resource mobilization by the Institute is through collection of Tuition Fee from students. Fund is also mobilized from Research Consultancy works and Sponsored Research Projects. To ensure proper and optimum use of the resources, a strict budgetary control on expenditure is exercised. The internal and external audit are also carried out regularly and audit objection, if any, are taken care of. Budget is prepared keeping in mind developmental criteria of the College. Funds collected are spent on payment of salary of teaching and nonteaching staffs of the Institute and other activities. Accordingly, provisions are made in the budget, which is prepared by a team of experts under supervision of the Principal and then approved by Finance Committee. It is then deployed on different Heads of Expenditures in accordance with approval. The Institute utilizes its funds in a transparent manner. Adequate funds are allocated for effective teaching-learning practices that include student induction, workshops, training, faculty development, conferences, industry academia interactions etc. Adequate funds are utilized for development and maintenance of infrastructure of the College. For enhancement of library resources requisite funds are utilized every year. State-of-the-Art improvement through upgradation of lab facilities in various departments is being setup.

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

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance strategies and processes visible in terms of incremental improvements made during the preceding year with regard to quality (in case of the First Cycle): Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles)

The primary responsibility of the Internal Quality Assurance Cell (IQAC) is to work towards the continuous improvement of quality and achieving academic excellence. It helps to identify and promote good practices to achieve the desired goal. This involves regular reviews of the existing processes, analysis of feedback received from the stakeholders, and recent developments of the technology and teaching process. IQAC helps the Institute

to monitor and track core processes and to launch and monitor numerous initiatives grouped under the following headings:1. Policy Framing and Monitoring: Setting the milestones, and then preparing a plan to reach there is most important. IQAC plays an important role in developing a quality culture at the institutional level, like policy framing, designing an action plan, and monitoring its execution to achieve the desired result. 2. Curriculum Designing and Revision: IQAC actively participates in all the steps to finalize the curriculum. 3.Support the core process: Teaching-learning and research are the core processes at HITK. The IQAC remains cautious to achieve goals set according to the vision and mission of the Institute.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://naac.gov.in/images/docs/Events/NAA_CsponseredSeminar/Workshop_Report-Heritage_inst_kolkata.pdf

6.5.2 - The institution reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC as per norms

Academic Administrative Audit (AAA) and follow-up action taken: The institute has taken the initiative to perform periodic audits by the external peer review team consisting of 2/3 experts from recognized universities and institutes of national interest. The team visited the institute, audited the academic activities, and interacted with the management, academic staff, and IQAC coordinator. The team has quantitatively judged the institution's activities based on several parameters and provided suggestions to improve further.

Orientation program on quality issues for teachers and students:

Institute organizes awareness programmes for improving internal quality in academic activities such as teaching and learning, research and development. Moreover, most of the faculties and staff members actively participate and contribute to AQAR, and several other audits and accreditation processes.

Update curriculum and syllabus: To keep pace with the ever-changing needs of industry and society at large, BOS and AC members share their opinion regarding the revision of the

syllabus. The proposed revision, if any, is discussed in BOS meetings and finally approved by the AC. IQAC is involved in the entire process.

Attaining the Outcomes: An automated process has been started in each department to track the student's attainment of the COs mentioned in the syllabus.

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

6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used for improvement of the institution Collaborative quality initiatives with other institution(s) Participation in NIRF Any other quality audit recognized by state, national or international agencies (such as ISO Certification)

A. Any 4 or all of the above

File Description	Documents
Paste the web link of annual reports of the Institution	https://heritageit.edu/AQARAndIQAC.aspx
Upload e-copies of accreditations and certification	View File
Upload details of quality assurance initiatives of the institution	View File
Upload any additional information	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Since its inception, Heritage Institute of Technology has adopted following measures to promote gender equity and to maintain gender balance among the members of faculty, staff and

students. The following measures have been adopted in this regard:

- Ensuring that educational materials are free from gender stereotypes.
- Avoiding segregating boys and girls into separate lines, separating sports activities and mixing seating up in the classroom.
- Ensuring any educational materials used show genders in equal measure.
- Mixing boys and girls to work on projects together.
- Exploring gender concepts and roles from different communities.
- Helping students identify instances of gender bias, through awareness activities or historical events, laws and cultural changes.
- Internal Complaints Committee (ICC) for addressing any grievance related to gender issues and also conducting events to promote gender equality.
- Celebration of International Women's Day.
- Many of the academic departments are being headed by women members of the faculty.
- Many of the student activity clubs are led by the girl students.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

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

A. Any 4 or All of the above

File Description	Documents
Geotagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the institution for the management of the following types of degradable and non-degradable waste (within a maximum of 200 words)

The Institute abides by the Municipal Solid Wastes Management Rule and developed the solid waste management and disposal scheme. Storage and segregation of biodegradable and non-biodegradable waste have been duly ensured. 2.83T waste are being disposed off per day. Different coloured bins have been provided for different categories of waste. From different collection basis finally transfer at central location. Further segregation are being done at central station to collect recyclables such as plastic, polythene, glass, rubber, paper etc. and separate compartments have been provided for each type of recyclables. Hazardous waste is collected and stored during various activities and proper disposal of the same is being done as per hazardous waste rules. Spent oil from DG sets are stored in HDPE drums in isolated covered facility and disposed of properly. E-waste are collected separately for transportation to the authorized recycling units.

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

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

A. Any 4 or all of the above

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

7.1.5 - Green campus initiatives include

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

A. Any 4 or All of the above

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles
3. Pedestrian-friendly pathways
4. Ban on use of plastic
5. Landscaping

File Description	Documents
Geotagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	No File Uploaded

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

7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following:

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

A. Any 4 or all of the above

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

7.1.7 - The Institution has a disabled-friendly and barrier-free environment: Ramps/lifts for easy access to classrooms

A. Any 4 or all of the above

and centres Disabled-friendly washrooms Signage including tactile path lights, display boards and signposts Assistive technology and facilities for persons with disabilities: accessible website, screen-reading software, mechanized equipment, etc. Provision for enquiry and information: Human assistance, reader, scribe, soft copies of reading materials, screen reading, etc.

File Description	Documents
Geotagged photographs / videos of facilities	View File
Policy documents and brochures on the support to be provided	View File
Details of the software procured for providing assistance	No File Uploaded
Any other relevant information	No File Uploaded

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

"Unity in Diversity" is the primary essence of Indian society. As stated in the Vision statement: "To prepare dynamic and caring citizens to meet the challenges of global society while retaining their traditional values", the institution believes in equality of all cultures and traditions as is evident from the fact that students belonging to different caste, religion, regions are studying without any discrimination. Various national and international commemorative events, birth anniversaries and other important events are organized at the Institute with great enthusiasm. The Institution organizes various cultural and extension activities on a regular basis to celebrate the diversity that exists in the country, e.g., PROTHOMA to celebrate the festivals of different states of the country. NSS and Rotaract Units of the Institute participate in various programmes related to social issues, e.g., Blood Donation Camp, Education Camp for the under-privileged children of nearby slums, Winter Cloth Distribution among street dwellers, Celebrating Raksha Bandhan with Army personnels etc. Every year the Language Club of the Institute organizes various events to celebrate International Mother Language Day on the

21st day of the month of February where students from different demographic locations perform acts in their mother language.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File

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

The Institute sensitises the students and employees to the constitutional obligations about values, rights, duties, and responsibilities and constantly works on nurturing them as better citizens of the country through various curricular, co-curricular, and extra-curricular activities. The Institute offers courses like Indian Constitution and Civil Society (INCO3016) and Human Values and Professional Ethics (HMTS2001) as compulsory courses for all the students. A code of conduct is prepared for students and staff, and everyone obeys the conduct rules. The institute encourages participation of students in cultural, technical, sports, and games; NCC; and NSS activities at the national and international level to strengthen nationwide bonding and relations. The institution takes pride in raising up successful leaders among the students by making them coordinators and leaders of 29 active clubs and student chapters of the institute. Debate, drama, and extempore are organised by the students regularly, highlighting topics on ethical values, rights, duties, and responsibilities of citizens. Students are encouraged to participate in various social activities like Blood donation camps, education camps for the under-privileged children of nearby slums, Winter Cloth Distribution among street dwellers, Celebrating Raksha Bandhan with Army personnel, etc.

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

7.1.10 - The institution has a prescribed code of conduct for students, teachers,

A. All of the above

administrators and other staff and conducts periodic sensitization 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 Annual awareness programmes on the Code of Conduct are organized

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

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

Celebrating events and festivals is an integral part of learning and building a strong socio-cultural belief. The institute celebrates several national and international events throughout the year where students and staff members actively participate with enthusiasm. In the year 2023-24, the Institute celebrated Teachers' Day, World Environment Day, International Yoga Day, Independence Day, Republic Day and many more. The Institute's Foundation Day, which falls on Teachers' Day (5th September), is celebrated with enthusiasm and reverence to the teaching fraternity. Students also organize Freshers' Welcome to induct the new-comers to the Heritage family and Farewell ceremony for the outgoing students. This year on the institute's foundation day several eminent persons of the society were present and delivered lectures. Moreover, a cultural event was also organised by the members of faculty and students. On the International Yoga Day a live session was organised and many students and staffs participated. To commemorate the World Environment Day, activities like cleaning and plantation had been arranged. To celebrate the Science Day and Mathematics Day,

different departments organises several events like workshops, special lectures and competitions(Hakathon, Coding, Poster, Quiz etc.).

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	View File
Geotagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Provide the weblink on the Institutional website regarding the Best practices as per the prescribed format of NAAC

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

File Description	Documents
Best practices in the Institutional website	https://heritageit.edu/PDF/BestPractices.pdf
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust (within a maximum of 200 words)

HITK has attracted the best possible faculty since its inception and has created one of the finest infrastructures available in the state of West Bengal. On the face of cut-throat competition in every field of academics, students all across the nation are now searching for courses which are more industry and job oriented to get an edge over their peers. The visionary founder members of the Institute have apprehended it long before and thus created distinctive facilities at par to its vision, priority and thrust to be the leader in this field. In order to orient teaching learning activities towards more industry and job, the Institute under the guidance and advice of its Board of Governors comprising of top level executives from industry and academics has augmented laboratories and workshops with advanced

facilities following the guidelines of UGC, AICTE and the affiliating University MAKAUT. In theory papers, a large number of industry oriented professional, free electives and emerging topics have been introduced giving freedom to the students to opt according to their own choice. Incubation Centre is another avenue provided by the authority where talented students can nurture their innovative brain child and sometimes come up with widely acclaimed outputs.

File Description	Documents
Appropriate link in the institutional website	https://www.heritageit.edu/AccreditationRe_cognition.aspx
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

In addition to the regular activities, viz., conducting A&A Audit, analysing feedback of the stakeholders etc., IQAC has the following plans for the next academic session: 1. Motivating faculty members and students to engage themselves more R&D activities. 2. Organizing workshop on quality assessment, enhancement and sustenance in higher education. 3. Coordinating among the relevant stakeholders to ponder over the necessity of reforms in evaluation process. 4. Analysing the need of starting AICTE approved new course(s) on cutting-edge multidisciplinary areas and share the findings with Board of Governors. 5. Conducting relevant training and development programmes for nonteaching staff members.