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Bapuji Educational Association® Bapuji Institute of Engineering and Technology

Post Box No.: 325, Davanagere – 577 004, Karnataka, India
(Affiliated to Visvesvaraya Technological University and Approved by AICTE, New Delhi)

Accredited by NAAC with 'A' grade and NBA
Recognized by UGC, New Delhi under 2(f) and 12(B)

ಬಾಪುಜಿ ಇಂಜಿನಿಯರಿಂಗ್ ಮತ್ತು ತಾಂತ್ರಿಕ ಮಹಾವಿದ್ಯಾಲಯ, ದಾವಣಗೆರೆ -577 004

Criterion	1	Curricular Aspects
Metric No.	1.1.1	The Institution ensures effective curriculum delivery through a well planned and documented process

Bapuji Institute of Engineering and Technology (BIET) is affiliated to the Visvesvaraya Technological University (VTU), Belagavi. The university prepares a course structure and syllabus for both UG and PG engineering programs. The course and curriculum details also include the number of contact hours both for theory, tutorial and laboratory classes. It also includes the number of credits for theory paper and laboratory classes.

Academic Calendar: Academic Calendar for every semester will be given by VTU before the commencement of classes. Institution follows the academic calendar provided by the university. Inline with the university academic calendar, Dean Academic, in consultation with the Principal and heads of departments, develops the Institution academic calendar for effective implementation of curriculum. The academic calendar is prepared and circulated to all departments.

Departmental Calendar: Referring Institution academic calendar, at department level, calendar of events is prepared. Any activities planned by the department during the current semester will also be highlighted in the department calendar.

To check the program effectiveness and to take necessary actions for further improvement, at the department level, Department Advisory Board (DAB), Program Assessment Committee (PAC) and Department Quality Assurance Cell (DQAC) are formulated as per the guidelines given by Internal Quality Assurance Cell (IQAC) of the Institution.

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Mission: BIET contributes to the growth and development of its students by imparting a broad based engineering education and empowering them to be successful in their chosen field by inculcating in them positive approach, leadership qualities and ethical values.

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Subject Allotment: At department level, HOD nominates 2 or 3 faculties as 'Time table coordinators' and calls for a meeting with all the faculties for subject (course) allotment. Courses of all the current semesters (UG and/or PG) will be distributed to all the faculties based on their areas of expertise, prior experience and individual preference.

Time Table: Time table co-ordinators of each department will prepare class time table for each semester by adhering to the calendar of events and hours (Lecture/Tutorial /Practical) given in the university curriculum for each course. Prepared class time table will be approved by HOD and Principal, and then the same will be circulated to staff and notified in the department for students.

Lesson Plans: Based on the allotted subjects and time table, every faculty will prepare the lesson plan for the particular subject so as to cover the syllabus effectively within the time frame given in the calendar of events.

Course File: All faculties are informed to prepare the course file as per the check list given by IQAC of the Institution.

Innovative Teaching Methodologies: The faculty members are encouraged to implement teaching methodologies and delivery mechanisms beyond the blackboard teaching like the use of slideshows, videos, quiz, seminars, site visits, industrial visits, group discussion, model making competition etc. Faculties are also encouraged to identify the curricular gaps if any and additional topics to be taken to address the Program Outcomes (POs).

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Bloom's Taxonomy: For every course, course outcome (CO) statements will be prepared by the course coordinators. Usually 4 to 6 CO statements will be prepared covering all the modules of the course. Revised Bloom's Taxonomy (RBT) level action verbs will be used while framing the CO statements. Prepared CO statements will be approved by PAC of the department.

Mini project/Extensive survey camp, Internship, Project work and Seminar for UG and PG students will be conducted as per VTU curriculum. Evaluation of these courses is done as per the rubrics developed by the individual departments for their respective programs.

Continuous Internal Evaluation (CIE): For every course, CIE will be conducted following the university regulations for UG and PG. Test time table, Invigilation allotment and seating arrangement in test halls will be prepared by the Test time table coordinators identified by HOD. Students generally have to write 2 courses' tests per day with sufficient time gap between the subjects. 3 tests will be conducted at 6th Week, 10th week and 14th week from the commencement of the current semester. 1 or 2 Assignments will be given to the students. Tests and Assignments will be written by the students in a standard book provided by the Institution's cooperative society. Rubrics/norms given by VTU is considered for test and assignment marks distribution. Final CIE marks secured by the student will be calculated by adding the average CIE and assignment marks. All the COs of the course will be addressed through tests and assignments. Tutorial classes will be taken for the slow learners and improvement tests will be given for them to improve their CIE marks.

After valuation, CIE marks will be informed to students along with the scheme of valuation. Students are informed to go through the answer script along with the scheme to identify the mistakes made in the test and are also guided to perform well in future tests and examinations.

As per the curriculum, practical/laboratory sessions will be conducted across all the programs. Practical courses are continuously evaluated through the observation books and record books. 60%

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weightage is given for continuous lab evaluation and 40% weightage will be given for lab test, which is as per VTU norms. After completing all the experiments/exercises, a lab test will be conducted in the similar lines of SEE. Final CIE marks for the practical courses will be taken as the sum total of marks scored in the test and the average marks scored for the observation and record of every experiment/exercise.

Semester End Examination (SEE): At the end of the semester, examination for the theory courses is conducted as per VTU guidelines.

CO, CO-PO, CO-PSO attainment: Course Outcomes (COs) define the attributes attained by the students after the completion of the course. Attainment of COs lead to the attainment of Program Outcomes (POs) and Program Specific Outcomes (PSOs). The attainment of COs is measured by the rubrics. Around Six CO statements are written for each course of the Engineering program covering all the modules of the course and considering Revised Bloom's Taxonomy (RBT) : Cognitive domain levels. Based on the set target levels and set attainment levels for a program, attainment levels of COs of all the courses of Civil engineering program are computed. Program Outcomes (POs) and Program Specific Outcomes (PSOs) are the statements about the knowledge, skills and attitudes, the graduate of an engineering program should have. POs and PSOs define the qualities attained by the students after the completion of the program. Based on the set target levels and set attainment levels for a program, attainment levels of POs and PSOs of all the courses of a program are also computed.

Mentoring: Each student is allotted a faculty mentor, and each mentor maintains a student counselling report with details like parent's/guardian's name, address, contact numbers and academic performance in each semester.

a. Students are supported in their aspirations related to academics, career plans; to air their

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grievances and cope with issues which may impede their progress.

b. All student mentors encourage the student's participation, apart from curricular guidance in co-curricular, extra-curricular and other professional activities, which will motivate them, stimulate their growth into well-groomed young professionals.

c. Parents will be contacted by mentors for exchanging information about their children's academic progress.

Student Feedback: Students are the most important stakeholder of the program. Students' involvement helps in improvement of teaching and learning process. The student feedback on faculties helps the faculty to improvise his / her teaching for continuous improvement. Students will give feedback on syllabus, site visits, technical talks, technical trips, Internship, POs and PSOs, Department and Institution.

Library: Every Department has a library with good volumes of standard and reference text books of various courses. Students are encouraged to borrow the books from the department library. Students are also informed to borrow one textbook per course of the current semester from the Institution library. Also they are encouraged to access e-journals from Institution library website which will be helpful to carry out literature surveys of the selected topic in the final year project work.

Faculty Meetings: Regular/frequent meetings will be conducted by Principal and Director with Heads of all the Departments to discuss various academic and non-academic issues. HODs in turn call a meeting of Department faculties and convey the proceedings of the meeting held by the Principal and Director, and actions will be taken at the Department level. In case of any unexpected disruption on any working day during the academic year, the Principal, along with the HODs meet

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and decide on the alternate working day to compensate the classes so that portion can be covered within the stipulated time (i.e. last working day)

Supporting Documents / Additional Information:

Sl. No.	Description	Link for the Document
1	Sample Supporting Documents for Metric No. 1.1.1	View Document

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