

YEARS

AICTE MANDATORY DISCLOSURE



BABA INSTITUTE OF TECHNOLOGY AND SCIENCES(A)
(Approved by AICTE New Delhi, NAAC Accredited, Affiliated to JNTU GV, ISO 9001-2015 Certified)
Bakkannapalem Village, Madhurawada Post, Visakhapatnam – 530 048

AICTE MANDATORY DISCLOSURE

Mandatory disclosure : Updated on 30 March, 2026

1. NAME OF THE INSTITUTION

Name of the Institution : BABA INSTITUTE OF TECHNOLOGY AND SCIENCES(A)
Address of the Institution : Bakkannapalem Village, Madhurawada Post,
Visakhapatnam – 530048 , INDIA
Phone (with STD code) : 0891-2569933
E-Mail : principal@bitsvizag.com

2. NAME OF THE SOCIETY

Name of the Society : Educational society

3. NAME OF THE PRINCIPAL

Name of the Principal : Dr. M.Rajan Babu
Mobile : 9492618186
E-Mail : principal@bitsvizag.com

4. NAME OF THE AFFILIATING UNIVERSITY

Name of the Affiliating University : Jawaharlal Nehru Technological University-GV

5. GOVERNANCE

Members of the Board

S. No	Society Member Name	Role of Executive Body Member	Email	Contact No
1	Kondru Sri Lakshmi	Secretary & Corrspondent	secretary@bitsvizag.com	8008844099
2	Bhyri Ramarao	President	ramaraobhyri@bitsvizag.com	9441292799
3	Kondru Chiranjeevi	Vice-President	chiranjeevi.kondru@bitsvizag.com	8074988550
4	Bhairi Srinu	Joint Secretary	srinubhairi@bitsvizag.com	8008844399
5	Kondru Jagadeeswararao	Treasurer	jagadeeswararao.kondru@bitsvizag.com	9440275888
6	Kondru Sunitha	Executime Member	sunitha.kondru@bitsvizag.com	8074988550
7	Morathoti Gopi Krishna	Executime Member	gopikrishna@bitsvizag.com	8828009456

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Estd: 2008

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Members of Academic Advisory Body (Academic Council)

S.No	Name	Designation	Designation
01	Dr.M.Rajan Babu	Principal,BITS(A)	Chairman
02	Dr.K.Babulu	Professor, Dept. of ECE & DE JNTUGV	Member
03	Dr.K.Chandra Bhushana Rao	Professor, Dept. of ECE & DAP JNTUGV	Member
04	Dr.K.Sri Kumar	Professor Dept. of EEE JNTUGV	University Nominee-Member
05	Dr. B.Vijaya Saradhi	Professor Dept. of CE,UCOE(A),A.U	Member
06	Dr,P.Vmasi Krishna	Professor, Dept. of ME. NIT Warangal	Member
07	Mr.Suresh Dakavarapu	Director, Dizbi	Member
08	Dr.B.S.N Murthy	Professor, Dept. of ME &DE GITAM University	Member
09	Dr.B.Poorna Satyanarayana	Dean Academics, BITS(A)	Member
10	Dr.D.N.Murti	Controller of Examinations BITS(A)	Member
11	Mrs.S.Pavani	HOD, CE	Member
12	Mr. K.Venkateswara Rao	HOD, EEE	Member
13	Dr. P.Uma Chaithanya	HOD,ME	Member
14	Dr. B.Kiranmai	HOD,ECE	Member
15	Mr. S.Durga Prasad	HOD,CSE	Member
16	Dr K.Rajendra Prasad	HOD,AIML	Member
17	Mr. P.Joshua Raju	HOD,CS&TPO	Member
18	Dr.P.Jayaranga Rao	HOD, BS&H	Member
19	Mrs. K.Sireesha	HOD, MBA	Member
20	Mr. T.Kiran Kumar	Associate Professor, MBA	Member

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Frequently of the Board Meeting and Academic Advisory Body

Frequency of the Board of studies Meeting : Quarterly

Frequency of the Academic Advisory Body : Quarterly

Nature and Extent of involvement of faculty and students in academic affairs/improvements

- Faculty and students are involved in different activities which lead to improvement in academics.
- Head of the Department's regularly monitor the class schedule of the day. Academic Monitoring Committee, composed of faculty members and students, is also in place to monitor the academic deliverables in line with compliance to the curriculum and regular and timely delivery of the syllabus.
- Department wise Board of studies is composed where faculty members are the part of the board along with an Industry expert to review the curriculum and make it contemporary. Industry experts share their thoughts on a chosen theme and at times suggestions made by the industry experts with faculty members during their discussions lead to insights on academic improvements
- Every faculty member has been involved with mentoring a maximum of 20 students from all the years to provide specialized guidance to the students in matters of academics, career, personality development, social obligation etc.

Mechanism/Norms and Procedure for democratic/good Governance

- The Institute believes in collective efforts, symbiotic relationships and participate management.
- The management, faculty members, administrative staff and the students are all integral parts of the Institution. They all participate effectively in the running of the Institute.
- A belief of mutual benefit is embedded in everyone at the Institute irrespective of his or her hierarchical position. Cordial relationships are maintained. Transparency in operations and conduct is accorded top priority which has helped in creating an environment of fraternity in the Institute

Student Feedback on Institutional Governance/ Faculty performance

- An online feedback system has been prepared to document the feelings of the Students about the College and more specifically about the Academic and Extracurricular activities.
- These online feedbacks are taken usually at the beginning and ending of each semester. The reports of the analysis of the feedback are sent to the concerned committee for screening



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and finding the conclusions.

- The concerned in consultation with the principal then take appropriate measures to address the weaknesses. Besides this, the suggestion boxes for the students have been fixed at every department. The college makes periodic review of the suggestions/complaints so received.

6. Grievance Redressal mechanism for Faculty, staff and students

- In order to ensure transparency by the Institution, imparting education, in admissions, with Paramount Objective of preventing unfair practices, and to provide a mechanism to students for redressal of their grievances, the following Regulations, are made based on the notification issued by AICTE, New Delhi vide F.No.37-3 Legal/2012 dated 25th May 2012. Any grieved member can lodge the complaint on the institute's website through grievance mechanism.
- Grievances Redressal Committee is formed in order to keep the healthy working atmosphere and to uphold the dignity of the institute by ensuring strife free atmosphere in the institute to promote cordial student to student relationship, student to teacher relationship relations etc. This cell also helps students and parents to record their complaints and solve their problems related to academics, resources, and personal grievances.

7. Establishment of Anti Ragging Committee

- Anti-ragging Committee is formulated in the institution to curb the menace of ragging. The committee focuses on anti-ragging issues of the students and resolves the issues by suitable awareness drives, students counseling, monitoring, and control.
- The committee will work in accordance with All India Council for Technical Education notified Regulation No. 37-3/Legal/AICTE/2009 dt: 01.07.2009. Affected students can contact the committee members mentioned here under–



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S.No	Name	Designation	Department	Responsibility	Contact number
1	Dr.M.Rajan Babu	Principal	ECE	Chairman	8008844699
2	Dr. A.S.B Prasanna	Associate Professor	ME	coordinator	8008633321
3	Dr. E.Anil Kumar	Associate Professor	EEE	Member	8096173988
4	Dr.Fathimunisa Begum	Associate Professor	ME	Member	6301685115
5	Dr. Shahazadi Begum	Associate Professor	CE	Member	9502960116
6	Dr. B.Kiranmai	Associate Professor& HOD	ECE	Member	8500267193
7	Mrs.Komali	Assistant Professor	ECE	Member	8121206946
8	Mr. S Durga Prasad	Associate Professor& HOD	CSE	Member	9293733176
9	Dr. D.N Murthy	Associate Professor& COE	BSH	Member	9581880098
10	Mrs. K Sireesha	Associate Professor& HOD	MBA	Member	9059416941

8.Establishment of Online Grievance Redressal Mechanism

- In order to ensure transparency by the Institution, imparting education, in admissions, with Paramount Objective of preventing unfair practices, and to provide a mechanism to students for redressal of their grievances, the following Regulations, are made based on the notification issued by AICTE, New Delhi vide F.No.37-3 Legal/2012 dated 25th May, 2012.
- Any grieved member can lodge the complaint on the institute's website through grievance mechanism
- Suggestion / complaint Boxes have been installed at different places in the campus, in which the students who want to remain anonymous, can put in writing their grievances and their suggestions for improving the academic/administration in the institute. Students and parents can lodge a complaint.
- Students can also lodge ragging complaints. The person concerned can personally approach or write / e-mail to any member of the cell. They can send mailongrievances.student@iare.ac.in, or write an application and submit it to cell convener



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9.Establishment of Internal Complaints Committee

In pursuance of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) POSH Act 2013 and the Rules framed there under and AICTE Regulations 2016, the objective of ICC is to develop a healthy atmosphere in the institute which ensure zero tolerance to sexual harassment and gender discrimination. This committee provides a platform to express their grievances freely without any fear of being victimized. The women employees / students can raise their grievances through SMS / Call / Email / Letter / Website. This committee takes the responsibility for ensuring the prohibition and redressal of any kind of women grievances in the institute. Internal Complaint Committee was composed by the institute to safeguard working women rights and thereby promoting a healthy work environment in the organization.

S.No	Composition of ICC	NAME	Designation	Email /Phone No.
1	Presiding Officer	Dr..A.S. Bhanu prasanna	Convenor	Bhanu3459@gmail.com
2	Two employee members	Dr. B.Kiranmai	HOD/ECE	hod.ece@bitsvizag.com
		Mrs.K.Sirisha	I/C HOD/BSH	hod.bsh@bitsvizag.com
3	Two Non-Teaching employee Members	Mr.Nagendra	Sr. Assitant	7989158047
		Mr. Prasad	Sr. Assitant	6300298164
4	Member	Bhavani	Student (3 rd ME)	
5	Member	Trisha Jhansi	Student (3 rd ECE)	



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10. Establishment of SC/ST Committee

The committee focuses on the holistic development of SC/ST students and plans executes and monitors all the activities regards to SC/ST student’s development. It provides special inputs in areas where the students experience difficulties.

S.No	Designation	Name	Contact Number
1	Chairman	Dr. M.Rajan Babu Principal	9492618186
2	Liaison Officer – SC/ST	Dr. K.Pradeep Associate Professor Electronics and Communication Engineering	9966270111
3	member	Vasu Student,4 th mech	

11. Internal Quality Assurance Cell

The committee is a Nodal Agency for monitoring the working of the Institution and is committed to overall quality enhancement in the Institution. The prime task of the IQAC is to develop a system for cognizant, coherent and catalytic improvement in the overall performance of the institution. It is committed to the culture of quality through the process of continuous monitoring and improvement by developing a student centric approach which provides a conducive teaching-learning and research environment with the ambience of creativity, wisdom and team spirit to orient the talents of students with human values for making a positive contribution to society.

S.No	Name	Designation in the Institute	IQAC Portfolio
Chairperson: Head of the Institution			
1	Dr. M.Rajan Babu	Principal	Chairperson
Management Members			
2	Dr,k.Srilakshmi	Secretary and Correspondent	Member
Senior Administrative Officers			
3	Dr. D.N.Murthy	Controller of Examinations	Member



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Senior Teachers			
4	Mr.S.Durga Prasad	HoD, Computer Science and Engineering	Member
5	Dr. B.Kiranmai	HoD, Electronic and Communication Engineering	Member
6	Dr. P,Uma chaithanya	HoD, Mechanical Engineering	Member
7	Dr. V.Kamaraju	HoD, Electrical and Electronics Engineering	Member
8	Dr.P.Jayaranga Rao	HoD, Basic Science and Humanitis	Member
9	Mrs.S.Pavani	HoD, Civil Engineering	Member
10	Mrs.K,Sireesha	HoD, Master of Business Administration	Member
11	Dr. Shahazadi Begum	Associate Professor	Member
12	Mr. Vikas Ranjan	Associate Professor	Member
13	Dr. Y.V. Bhaskara Lakshmi	Associate Professor	Member
14	Ms. K.Samyuktha	Assistant Professor	Member
15	Mrs. B. Santoshi Kumari	Assistant Professor	Member
16	Mrs .S. Sirisha	Assistant Professor	Member
Employer / Industry / Stake holder / Members			
17	Mr. A. Revanth,	HR Manager, HCL (Employer)	Member
18	Dr. Ch. Sukumar,	CEO, Omni Hospitals, Visakhapatnam (Industrialist)	Member
Alumni / Student / Local Society			
19	Mr. G.Meghashyam	Alumni	Member
20	Er. S. Suresh Kumar,	Sub Divisional Engineer (S&M), FTTH, CMTS, CAF, Bharat Sanchar Nigam Limited, Visakhapatnam	Member
21	M. Harshavardhan,	B.Tech - IV Semester (CSE)	Member
22	V.Akhila,	B.Tech - VI Semester (EEE)	Member
23	B.Bhanu Prakash	B.Tech - VI Semester (ME)	Member
IQAC Coordinator			
24	Mr.S.Durga Prasad	Dean IQAC	Coordinator



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12.Name of the Programs approved by AICTE

B. Tech

S.no	Branch	Code	Intake
01	Civil Engineering	01	60
02	Electrical and Electronics Engineering	02	60
03	Mechanical Engineering	03	60
04	Electronics and Communication Engineering	04	120
05	Computer Science and Engineering	05	180
06	Artificial Intelligence and Machine Learning	61	60
07	Cyber Security	59	60

M.Tech

S.no	Branch	Code	Intake
01	Structural Engineering	57	18
02	Power Electronics & Electrical Drives	54	18
03	CAD/CAM	04	18
04	Computer Science Technology	59	18
05	Masters of Business Administration	00	180

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13 Best Practices

Best Practice-I

Title of the Practice: Outcome-Based Education mechanism

Objectives of the Practice:

Outcome Based Education (OBE) is a student-centred instruction mechanism for the evaluation of student performance (i.e.) Outcomes. Outcomes include Knowledge, Skills and Attitudes. To provide assurance that, a college program meets the quality standards of the profession for which the program is prepared for graduates. Though the evaluation process includes many terminologies such as Program Educational Objectives (PEOs), Program Outcomes (POs) and Course Outcomes (COs), different roles are considered to implement and execute the Outcome Based Education process. Which, Academic Coordinators play an effective role in the execution of activities under various modules of the program. The academic Coordinator plays a key role in monitoring the class work in the respective departments as part of Teaching-Learning and interacts with Course Coordinators and faculty for the activities of Attendance registers entry and Course file maintenance, Syllabus coverage with Attainments of COs & POs. Mid-exams evaluation is also monitored with the identification of Weak, Average and Bright students for future follow-up by the respective class teachers.

The Objectives of Outcome Based Education are

- To set high academic standards.
- Better execution of teaching the courses.
- To maintain transparency in student assessments.
- To provide core support and essential autonomy for students.

The context

In the context of OBE, the heads of the Departments are the Program Coordinator (PCs) and key role players in order to execute all the activities of OBE. The PCs will monitor and review the activities of the programs for all the years through Course Coordinators (CCs). Courses are considered as per the requirement of the Program by PCs with CCs. CCs are responsible for the delivery of the teaching of individual courses and the accompanying activities. PCs conduct meetings with Academic Coordinators (ACs) and CCs for the execution of the Program. The ACs, CCs and Class teachers are responsible for Planning, Delivery and Assessment of the Outcomes of the courses offered by the department during the semester/year. ACs, CCs and Class Teachers are to work in coordination with each other for day-to-day activities and with the PC for overall course administration. The CCs are expected to maintain Academic quality in Knowledge, Pedagogy and Alignment of the learning activities with Course Outcomes and

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Assessment.

The Practice

With the objective of achieving quality in RCE for Academic programs and facilitating students' success at the college, the Program Coordinator (PC) nominates Course coordinators (CCs) considering the following Criteria.

- Courses taught (multiple times)
- Possession of Domain knowledge
- Seniority and Activeness in the department
- Knowledge updating in emerging areas.
- Team spirit and amicable nature

The course Coordinator has to look into the following activities:

- To prepare common course materials indicating in detail the Syllabus, and the content to be delivered in each session. The teaching method/s adopted is also to be indicated in the course material.
- To prepare a Lesson plan that indicates the specific time allocation for each of the sub-topics of the units to plan the syllabus coverage in a uniform way as per the Academic calendar.
- To prepare PPTs related to the advanced topics of the syllabus. Suggestions of textbooks, reference books, other online resources or video lectures etc. Identify disparities in the delivery of the course as per the lesson plan and suggest necessary action plans to overcome such as run time hassles.
- To monitor the progress of the course through weekly course meetings. Discuss and approve the subject topics to be delivered in the upcoming week.
- To provide possible solutions to problems expressed regarding the delivery of the syllabus and the method to be adapted after discussion in the course meeting.
- To discuss the question bank for internal assessment, set the question papers for internal examinations and to prepare a scheme of evaluation for internal examinations.

Evidence of Success:

As part of the implementation of OBE, regular meetings are conducted with PCs, ACs, CCs and course teachers to strengthen the OBE towards successful implementation. In this meeting, the Attainments of COs and POs are computed collectively. With the implementation of Outcome Based Education, both Educators and Learners are benefitted and the details are available to the respective Course teachers in the department.

Problems Encountered and Resources Required:

The common challenges involved while implementing the practice are as follows:

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- Identification of faculty with Pre-requisites to be Course Coordinators Conflict of Resolution skills CCs must have the ability to convince the team members with reluctance to adopt the new methodology which is common to all human systems.
- Commitment and Motivation are the most important factors of the faculty for the student's success
- Faculty Development Programs are required for better understanding and implementation of OBE.

Best Practice -II

Title of the Practice: Employability Skills Enhancement Program- An Innovative approach

Objectives of the Practice:

The objective of this practice is to provide training to all students from the second year onwards during semester break up to the final year to enhance Knowledge and Employability skills by way of conducting the training programs with internal trainers and external agencies.

The Context:

To provide technical knowledge and working capabilities to students as part of their professional careers. Skills and abilities such as Communication, Initiative to lead the group, Innovation, and Teambuilding are required for success in their profession. Training programs are arranged and evaluated.

The Practice:

Training programs are conducted for a duration of 300 hours continuously with external organizations. The course comprises two parts, one is Communication, Aptitude and Logical ability, whereas the second is knowledge of Cutting-edge technologies. These are constituted in eleven and fourteen modules resp. The 150 hours' course was conducted for the final year students of all the branches. Students are divided into five batches. In a week, each batch attends 6 sessions of two hours' duration. A total of 150 sessions are planned throughout the Academic year for all batches.

These sessions include:

- Verbal skills
- Speaking/Writing/Reading skills
- Aptitude and Quantitative Logic Building
- Technical Training
- Cutting edge Technologies
- Basic reading comprehension skills
- Effective active listening skills
- Body language

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- Versant training
- Evidence of Success:

An assessment of students for the programs on Employability skills was carried out and the following are the conclusions.

The course has improved the skills of the students in individual Report writing.

- Personality development by way of presentation through Communication in Group discussion was achieved.
- Mock interviews are conducted as part of training which resulted in better performance in Placements. Good numbers of placements are achieved with the best packages.
- Problems encountered and Resources required:
- Lack of training slots in Regular college timings.
- Identifying free time slots for large groups of students has become a task to overcome.
- Time slots are provided with due modification of Laboratory schedules.