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| **Sr. No.** | **Year** | **Incremental Improvements (with dates of improvements done)** |
| 1  | 2019-20  | Updation of faculty handbook with inclusion of Details of Remedial Lectures taken, Record of Mentor Mentee Meeting, Record of Student Counseling, Project Evaluation/Termwork, Performance Appraisal Direct Teaching. MHRD - Institute Innovation Council achieving 4-stars  |
| 2  | 2018-19  | Updation of faculty handbook by including Details of Faculty Contribution. Initiation of MHRD - Institute Innovation Council.  |
| 3  | 2017-18  | Updation of faculty handbook by including Details of Faculty Contribution.  |
| 4  | 2016-17  | Revision of faculty handbook in July 2016 to reduce the number of pages. Participated in the NIRF in November 2016. Revision policy for compensatory off for teaching & non-teaching staff in July 2016.  |
| 5  | 2015-16  | Public address system installed throughout GST campus for making important announcements 2015. Professional/Industry internships finalized for all the students of PPT department for 4-6months 2015. Internal Internships provided to third year CE & IT dept. students to improve their coding/skills from June 2015 onwards.  |

1. **Test Question Paper Quality Check:**

The Institute follows UoM guidelines for the conduction of two Internal Assessments (IA). As per the guidelines, IA-1 must be conducted on 40% of the syllabus covered and the IA-2 has to be conducted on another 40% of the syllabus covered. Every department in the Institute nominates course coordinators for various courses per semester depending on their expertise in the subjects or the number of times the course is taught. During the conduction of IAs, the course teacher sets the question paper as per the UoM guidelines. In the process of question paper quality check, the course coordinator verifies the question paper for parameters like question wise marks, questions framed as per Bloom’s Taxonomy, and relevance to Course Outcome. During verification if any change is required then it is informed to the course teacher. The course teacher then makes the correction as per the suggestions given which are then approved by the course coordinator and finally by the Quality Improvement Check Committee (QIC). This process helps to ensure that the IA paper consists of an appropriate mix of questions.

**2. Online Teaching-Learning Activities:**

The sudden change in the teaching-learning process during COVID-19 pandemic situation was managed by using various platforms like Google Meet, Zoom and Microsoft Teams. The participative online teaching-learning activities include Poster Presentations, Game Pedagogies using WhatApp, Quizzes, Assignments etc. Faculty members created YouTube videos on their course content. These video lectures were recorded using software tools like Screenomatic, Camtasia, OBS Studio, Loom, Debut etc. The recorded video lectures were analysed by the higher authorities and suggestions were given for better and more effective online content delivery. Further to ensure that the lectures are interactive and the students’ engagement is maintained, following steps are followed.

1. The learning objectives are clearly stated at the start of the class.
2. The assessment questions/quiz/activity are planned to assess if students are learning and are actively engaged.
3. Appropriate pedagogy like example/simulation/activity is used based on the learning objective stated.