



## Yearly Status Report - 2018-2019

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>		SANDIP INSTITUTE OF TECHNOLOGY AND RESEARCH CENTRE
Name of the head of the Institution		Sanjay Trimbak Gandhe
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		02594-222552
Mobile no.		9545453201
Registered Email		principal@sitrc.org
Alternate Email		sandipfoundation@gmail.com
Address		A/p Mahiravani, Trimbak Road, Tal & Dist. Nashik
City/Town		Nashik
State/UT		Maharashtra
Pincode		422213

<b>2. Institutional Status</b>					
Affiliated / Constituent			Affiliated		
Type of Institution			Co-education		
Location			Rural		
Financial Status			private		
Name of the IQAC co-ordinator/Director			Prof. (Dr.) Prakash G. Burade		
Phone no/Alternate Phone no.			02594222552		
Mobile no.			9545453259		
Registered Email			prakash.burade@sitrc.org		
Alternate Email			prakash.burade@gmail.com		
<b>3. Website Address</b>					
Web-link of the AQAR: (Previous Academic Year)			<a href="https://www.sitrc.sandipfoundation.org/wp-content/uploads/2020/01/IOAC-AQAR_2017-18-SITRC-Nasik.pdf">https://www.sitrc.sandipfoundation.org/wp-content/uploads/2020/01/IOAC-AQAR_2017-18-SITRC-Nasik.pdf</a>		
<b>4. Whether Academic Calendar prepared during the year</b>			Yes		
if yes,whether it is uploaded in the institutional website: Weblink :			<a href="https://sitrc.sandipfoundation.org/">https://sitrc.sandipfoundation.org/</a>		
<b>5. Accrediation Details</b>					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	A	3.11	2018	02-Nov-2018	01-Nov-2023
<b>6. Date of Establishment of IQAC</b>			26-Sep-2017		
<b>7. Internal Quality Assurance System</b>					
Quality initiatives by IQAC during the year for promoting quality culture					
Item /Title of the quality initiative by IQAC	Date & Duration		Number of participants/ beneficiaries		
National Seminar on	27-Feb-2019		100		

Excellence in Management through Leadership	2	
Seminar on Motivational Session for SE IT Students	29-Jun-2018 1	30
TECHXELLECE 2018	01-Nov-2019 1	208
Workshop on To Understand the Use of Computer Networking in Industry	21-Aug-2018 1	40
Workshop on Advances in Infrastructure Engineering :An Interactive Session	28-Aug-2018 1	156
Three days workshop on Fundamentals concepts of electronics components & devices testing	26-Mar-2018 3	49
Workshop on Design of an android app for Embedded system	07-Sep-2018 3	35
Workshop on Electronics in Electrical Engineering	31-Jan-2019 6	56
Value Added Program On Fundamentals of C Programming	20-Aug-2018 32	13
Value Added Program on Zensar ESD Phase Training Programme	12-Mar-2018 102	28
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**8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.**

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Department	QIP	SPPU	2018 365	75000
Department	UBA2.0	MHRD	2018 365	50000
Institution	IEDC	NEB DST	2018 365	792795
Institution	NIMAT DST	EDII	2018 365	40000
Department	QIP	SPPU	2018 365	500000
Department	QIP	SPPU	2018 365	400000
Department	QIP	SPPU	2018	300000

			365	
Department	QIP	SPPU	2018 365	200000
No Files Uploaded !!!				

<b>9. Whether composition of IQAC as per latest NAAC guidelines:</b>	Yes
Upload latest notification of formation of IQAC	<a href="#">View Link</a>
<b>10. Number of IQAC meetings held during the year :</b>	4
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	<a href="#">View Uploaded File</a>
<b>11. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	No

<b>12. Significant contributions made by IQAC during the current year(maximum five bullets)</b>
Preparations for NBA accreditation started applied for NBA accreditation for two number departments viz. Computer Engg. And Mechanical Engg. Academic Administrative Audit conducted. Participated in NIRF. Preparations for NBA accreditation of M.B.A. department started. Efforts taken for improvement in research and paper publications by faculty.

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**13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year**

Plan of Action	Achivements/Outcomes
Improvement in library resources.	Improvement in library resources was observed.
Remedial lectures for difficult subjects were planned.	Improvement in level of understanding of these difficult subjects among students.
Preparation of Academic Calendar of the college and departments	Academic/Co-curricular activities were conducted in pre-planned manner, resulting in better execution and overall development of teaching learning process.
Preparation of Academic Formats for teaching learning process enhancement	Identified academic formats for improvement and circulated the formats

to the departments

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**14. Whether AQAR was placed before statutory body ?**

Yes

Name of Statutory Body

Meeting Date

College Development Comiittee

13-Dec-2019

**15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?**

Yes

Date of Visit

08-Oct-2018

**16. Whether institutional data submitted to AISHE:**

Yes

Year of Submission

2019

Date of Submission

13-Feb-2019

**17. Does the Institution have Management Information System ?**

Yes

If yes, give a brief description and a list of modules currently operational (maximum 500 words)

College is having Enterprise Resource Planning (ERP) software through which College authorities and Management is kept informed about the day to day academic and administrative processes/progress. HODs, Deans, Registrar, Principal Management are having different levels of authority as per hierarchy to monitor and control various academic and administrative processes through ERP. Some of the main modules which are operated through ERP software are as follows: ? Planning and Development • All kinds of Leave Management of staff • Time Table Management • Faculty Feedback • Activity Plan • Various days celebration ? Administration Educational ERP has edge over traditional method of institutional management. Cost reduction, accuracy and efficiency are some of main factors that keep ERP solution ahead of traditional methods. However ERP system deals with the complete institutional process and functioning related to academic, admission, registration,

examination, finance, HR, course materials, placement, students information, Alumni etc. • Staff Registration, Reporting, Transfer, Attendance Process • Staff Salary Calculation • All Allowance • Examination Module • Call Log for: 1) System IT Support 2) Transport 3) Electrical Maintenance. • Vehicle Management ? Finance and Accounts • Faculty TA/DA Bills • Staff Salary Calculation • Deductions Details • Bills for: 1) Daily allowance 2) Petrol allowance 3) Travelling allowance ? Student Admission and Support A prospective student can get required information about the institute and the detailed procedure about the admission process. Following aspects of admission are normally included in ERP: Information related to: • About the institute • The courses available • Information about faculty, placement, infrastructures • Fees Module • Student Login • Online Document • Admission • Attendance • Feedback • Admission process • Student registration Enrolment System ? Examination Examination is considered as acid test for both student and teachers. Proper evaluation in spread over basis is required to know student's standard of width and depth of knowledge is taught and acquired and cultivated. Some aspects of examination management are included in ERP are mentioned below: • Demo Exam Subject wise • Exam Schedule • Class test results

## Part B

### CRITERION I – CURRICULAR ASPECTS

#### 1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The Institute is affiliated to Savitribai Phule Pune University, Pune (SPPU). The curriculum is designed by the SPPU. The institute offers 6 Undergraduate (UG) and 3 Postgraduate (PG) programs. In PG program, Credit System has been fully implemented while in UG programs it is implemented till third year. The marking scheme specifies marks allotted for theory, practical, oral and term-work. Continuous assessment is ensured for the term work evaluation.

Performance of students in practical and oral examination is assessed by external examiners appointed by SPPU. Theory examination phases are as follows: Program Exam after 4 weeks After 6 weeks After 8 weeks After 18 weeks UG FE, SE Online 1 (25%) - Online 2 (25%) End-Semester (50%) TE, BE - In-Semester (30%) - End-Semester (70%) PG ME - In-Semester (50%) - End-Semester (50%) MBA - - -

Online (20%) + End-Semester (50%) + Concurrent evaluation (30%) A. Academic calendar of Department At the end of the semester SPPU disseminates academic calendar for the forthcoming semester. Every Head of the Department prepares their academic calendars in consultation with Principal and Dean (Academics) by incorporating several curricular, co-curricular and extra-curricular activities on receipt of academic calendar. The departmental academic calendar forms the basis for the effective curriculum planning and implementation. B. Teaching Load distribution (Subject choice and load distribution) At the end of the semester, teaching faculties are asked to submit the choice of the subjects along with preference for forthcoming semester. A subject distribution meeting of faculties in presence of the Principal, Dean (Academics) and HOD is conducted. Utmost care is taken about balance of subject choice and individual expertise. C. Course File and Teaching Plan of all faculties Effective delivery of the course is ensured by preparing comprehensive course file meticulously for allotted subject. A course file includes Course Structure, Prerequisite Diagram, Syllabus, Instruction Plan, Instruction and learning Material and other relevant documents. D. Syllabus coverage report In order to envisage the completion of course delivery, the progress of syllabus coverage is monitored in the middle and at end of the semester. E. Expert Talks and Industry visits organized by Department Some facets of the subject may not be incorporated despite of the efforts taken to design a wholesome curriculum. These gaps can be bridged better by the experts from industry as well as academia to cater the need of current industrial scenario. F. Co-Curricular Activities Organized by the Department This platform nurtures the most desirable skills like leadership, Emotional Quotient (EQ), event management, team work, professional ethics, behavioral attitude etc. amongst the students through the professional societies, students' association and organizing technical events like paper presentation, project exhibition and other initiatives falling in line with it. G. Examples of Academic Monitoring through ERP The institute has an ERP facility to maintain the data of staff and students systematically. The attendance registered in booklet is marked in ERP system as well. Various reports can be generated out of ERP system such as, monthly attendance, subject-wise attendance, consolidated attendance etc.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Value added c	PMKVY Network Engineering	19/09/2018	180	Employability	Network Engineering
Value added course on CNC	course on CNC	19/09/2018	12	Employability	CNC programming and operation
Workshop	Spoken Tutorial Training Program on Basics of Python	04/09/2018	3	Employability	Python Programming
Workshop	Hands on session on A Practical Based Learning on	10/09/2018	7	Employability	Data Analytics

	IOT, Big Data Analytics and Machine Learning					
Value Added Program	Zensar ESD Phase Training Programme	12/03/2019	23	Employability	Java Programming	
Value Added Program	Fundamentals of C Programming	20/08/2018	30	Employability	C Programming	

## 1.2 – Academic Flexibility

### 1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
<b>No Data Entered/Not Applicable !!!</b>		
<a href="#">View Uploaded File</a>		

### 1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nil	NIL	Nil

### 1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	154	4

## 1.3 – Curriculum Enrichment

### 1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Workshop on Electronics in Electrical Engineering	31/01/2019	56
Fundamental concept of Electronic Components and Device Testing	26/03/2019	53
Skill based training program on "Aptitude".	20/08/2018	146
Skill based training program on "Aptitude".	07/08/2018	152
Skill based training program on "Soft Skill Training"	17/12/2018	138
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### 1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
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BE	Mechanical Engineering	5
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### 1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution?  
(maximum 500 words)

Feedback Obtained
<p>Feedback on curriculum is sought by each program from all the stakeholders such as, students, teachers, employers, alumni and parents. Different questionnaires were prepared for each stakeholder addressing various aspects of curriculum and their responses were analysed. The responses were mapped on following 5 point scale: 1-poor, 2 below average, 3-average, 4-above average, 5-excellent. Stakeholders are encouraged to suggest/comment in case of rating any aspect as 'poor' or 'below average'. The rating of each aspect is averaged based on total number of stakeholders responding the feedback questionnaire. The aspects of curriculum scoring bottom 25 ratings are highlighted and reported to the SPPU through Dean (Academics) and Principal.</p>

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
No Data Entered/Not Applicable !!!				
<a href="#">View Uploaded File</a>				

### 2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	2087	154	108	14	122

### 2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used

**No Data Entered/Not Applicable !!!**

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Institute has proactive tutor system to monitor and support the progress of students. All the students get academic and personal guidance and livelihood counselling from the concerned tutor. Through one to one mentorship tutor identifies slow and advanced learners. Institute has the ERP system to collect, analyse and use the data/ information on the academic performance of the students. With this, institute is in a position to consolidate all the information and identify the slow learners and the advanced learners. Advanced learners and meritorious students are encouraged to visit industries, discuss an industrial problem and work on its solution as part of their final year project. Such industry sponsored projects make them professionally competent. Special repository of research and E-learning material is made available to such students to enhance the knowledge in their topic of interest. For slow learners one to one mentoring is provided to identify their weaknesses, soft skill training programs and remedial lectures are arranged, NPTEL tutorials, spoken tutorials and MyExamo like ICT are used to enhance conceptual knowledge of slow learners, additional reinforcement of expert faculties for Fundamental of Programming Language subject are deputed in first year. To improve results university question paper solution sets are provided, mock practical/oral exams are conducted. Previous university question papers are made available in departmental library. Problem solving sessions are arranged for individual before examinations during preparation leave to boost their confidence.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2241	122	1:18

## 2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
113	122	0	21	17

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year )

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
<b>No Data Entered/Not Applicable !!!</b>			
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## 2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
<b>No Data Entered/Not Applicable !!!</b>				
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

**Assessment of performance is an integral part of teaching and learning process. As a part of sound educational strategy, the institution adopts Continuous Internal Evaluation (CIE) System to assess all aspects of a student's**

development on a continuous basis throughout the year. Result Analysis is done by the class tutors after every University In-semester/Online exam. Pass percentage of each course is calculated by dividing the total number of students appeared and passed in each course. The performance of the students is monitored by the Principal and the necessary feedback is given to the concerned faculty members. The Principal conducts Review Meetings department wise to give necessary feedback for the improvement of students' performance. Remedial Classes are conducted for the slow learners, absentees and the students who participate in Sports, NSS activities and Placement Interviews. This practice helps struggling learners to update their subject knowledge and helps them to catch up with their peers. The Institute has introduced a best practice for those students short of attendance to make up their deficiency through attending extra hours of classes conducted exclusively for them. The institution is keen on monitoring the performance of the students and reports to the Parents. Progress Reports are sent by the tutors to the parents after each of the test. Parents/ Guardians are advised to note the performance of their wards and take remedial measure if needed. Whenever necessary, the tutor shall recommend the visit of the parent to the college for a discussion about the student. MOODLE learning Management System is utilized for Continuous internal evaluation like quiz and assignments.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The University provides an academic calendar before the commencement of each semester wherein the number of days for teaching and slot for In-semester examination, End-semester examination are available. This serves guidelines to frame an academic calendar at Institute level. To improve the quality of teaching- learning, institute prepares academic calendar for entire semester of fourteen weeks duration. It is circulated to all departments. The Principal conducts meeting with all HODS's and gives necessary guidelines on the basis of previous feedback. Choice based preferences are asked for next the semester in advance and allocation of portfolios along with course distribution is done in the department meeting. The university curriculum is followed which is designed by the Board of Studies (BoS) of faculty of engineering. The BOS involves experienced senior faculty members in curriculum design and also organizes training for all its teachers. Majority of the faculty members of our college are involved in syllabus framing, few being chairman and others contributing as team members. Whenever, the syllabus is revised, quality improvement workshops for faculty are organized and faculty members of the institute also worked as resource person in these workshops. All the information related to exams is scheduled in advanced and displayed through academic calendar. The academic progress of the students is monitored by the mentors and respective class coordinators.

## 2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<http://www.sitrc.sandipfoundation.org/ug-courses-mechanical-engineering/peo-po-and-pso/>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
510919110	BE	Civil Engineering	63	41	65.08

510924510	BE	Computer Engineering	143	132	92.31
510929310	BE	Electrical Engineering	73	56	76.71
510937210	BE	E & TC Engineering	115	83	72.17
510924610	BE	Information Technology	51	48	94.17
510961210	BE	Mechanical Engineering	150	116	77.33
510924510	ME	Computer Engineering (PG)	16	13	81.25
510937210	ME	E & TC Engineering ( PG)	11	7	63.63
510910110	MBA	MBA	57	53	92.98
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## 2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<http://www.sitrc.sandipfoundation.org/feedback-on-curriculum/>

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
<b>No Data Entered/Not Applicable !!!</b>				
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### 3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
<b>No Data Entered/Not Applicable !!!</b>		

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
<b>No Data Entered/Not Applicable !!!</b>				
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
<b>No Data Entered/Not Applicable !!!</b>					

[View Uploaded File](#)

### 3.3 – Research Publications and Awards

#### 3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

#### 3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
Electronics and Telecommunication Dept	1

#### 3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
No Data Entered/Not Applicable !!!			
<a href="#">View Uploaded File</a>			

#### 3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
No Data Entered/Not Applicable !!!	
<a href="#">View Uploaded File</a>	

#### 3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						
<a href="#">View Uploaded File</a>						

#### 3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
0	0	0	2018	0	0	0
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#### 3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	7	49	8	2
Presented papers	33	1	1	0
Resource persons	3	0	0	1
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### 3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
<b>No Data Entered/Not Applicable !!!</b>			
<a href="#">View File</a>			

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
<b>NIL</b>	<b>Nil</b>	<b>Nil</b>	<b>Nil</b>
<a href="#">View File</a>			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agen cy/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
<b>No Data Entered/Not Applicable !!!</b>				
<a href="#">View File</a>				

### 3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
<b>Student Exchange</b>	<b>U G Students</b>	<b>Sponsored by Sandip Foundation</b>	<b>30</b>
<b>Student Exchange</b>	<b>P G Students</b>	<b>Sponsored by Sandip Foundation</b>	<b>7</b>
<a href="#">View File</a>			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
<b>No Data Entered/Not Applicable !!!</b>					
<a href="#">View File</a>					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
<b>No Data Entered/Not Applicable !!!</b>			

[View File](#)

## CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
137.05	134.62

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
<b>No Data Entered/Not Applicable !!!</b>	
<a href="#">View File</a>	

### 4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
KHOA Library software	Fully	18.11.04.000	2009

4.2.2 – Library Services

Library Service Type	Existing	Newly Added	Total
<b>No Data Entered/Not Applicable !!!</b>			
<a href="#">View File</a>			

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NIL	Nil	Nil	Nil
<a href="#">View File</a>			

### 4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	632	0	285	6	2	23	609	285	0
Added	0	0	55	0	0	0	0	55	0
Total	632	0	340	6	2	23	609	340	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

340 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Prof.Sandip Walunj	<a href="https://www.youtube.com/watch?v=lQRONMnJOMI">https://www.youtube.com/watch?v=lQRONMnJOMI</a>
Prof.Omkar Vaidya	<a href="https://www.youtube.com/playlist?list=PLeloaxv5BZz74FxSbHUgm07TpNJM7y_tn">https://www.youtube.com/playlist?list=PLeloaxv5BZz74FxSbHUgm07TpNJM7y_tn</a>

#### 4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
13.68	11.04	48.48	44.99

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

<p>For the maintenance of computers, the ERP based call log system is implemented in the institute. The faculty/staff requiring computer-related maintenance put a call log from his PC. The Call Log is then received by the systems department and they take care of the repair. Similarly, the maintenance in the laboratory, class room, sports complex can be done using ERP. The civil work is monitored by the Project department. In case of repair, the requisition form has to be filled by the concerned staff and to be given to project department and it takes care of repair and maintenance.</p> <p><a href="http://www.sitrc.sandipfoundation.org/procedures-for-maintenance/">http://www.sitrc.sandipfoundation.org/procedures-for-maintenance/</a></p>
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### CRITERION V – STUDENT SUPPORT AND PROGRESSION

#### 5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
<b>No Data Entered/Not Applicable !!!</b>			
<a href="#">View File</a>			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
<b>No Data Entered/Not Applicable !!!</b>			
<a href="#">View File</a>			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
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No Data Entered/Not Applicable !!!

[View File](#)

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
2	2	2

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
No Data Entered/Not Applicable !!!					
<a href="#">View File</a>					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
No Data Entered/Not Applicable !!!					
<a href="#">View File</a>					

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
No Data Entered/Not Applicable !!!	
<a href="#">View File</a>	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
No Data Entered/Not Applicable !!!		
<a href="#">View File</a>		

## 5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	0	National	0	0	0	0
2019	0	National	0	0	0	0
<a href="#">View File</a>						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Principal Chairman SWO Prof.R.V.Deshmukh NSS Program Officer. Prof.S.Katkade  
 CRS Each Dept /Sem Wise Secretary of College. Mr.Pranchal T.Gajendra I/c Sports  
 Prof.V.R.Kute Student from NSS Mr.Ankit B.Dhamale Student from Cultural  
 Activity Mr.Pranchal T.Gajendra Student from Sports Jayesh P.More Two Lady  
 Representatives - Nominated by Principal Student From SWO Ms.Deepali Raundale  
 Ms.Adhishree S.Rakhliwal This Council body plays crucial role in effective  
 organization and smooth conduct of various co-curricular, extracurricular and  
 cultural activities. The success story reveals from the organization of some of  
 the events like Techxellence (National Level Paper Presentation and Technical  
 Event), AAYAAM (a National level event comprising of technical and non-  
 technical events organized by the Institute), SANDIPOTSAV (Annual Social  
 Gathering of the Institute). Under National Service Scheme various activities  
 such as Shramdan, Tree Plantation and Blood Donation camp are undertaken. Every  
 year, Institute publishes magazine Mrudgandh, which showcases the artistic  
 qualities of students. Students responsibilities are like collecting material,  
 editing, designing and publishing. The Sports committee conducts the sports  
 activities at intercollegiate level during Sandipostav and Engineers cup.  
 Further academic and administrative bodies that have student representatives  
 are described as follows : SC/ST Cell :The operational cell takes the  
 cognizance of all the aspects associated with this cell. OBC Cell :The  
 operational cell takes the cognizance of all the aspects associated with this  
 cell. Anti-ragging committee: One senior student and one junior student  
 nominated by Principal are members of the committee. Their feedbacks help to  
 understand issues, if any, at an early stage. Training and Placement Cell:  
 Placement representatives help TPO in arrangement of various activities related  
 to placement. Hostel Committee: The Hostel representatives act as an interface  
 between hostel administration and students. The activities of Student Council  
 include: 1. To organize state, national or university level events. 2. To  
 organize the college level event "Sandipostav" that includes cultural and  
 sports events. 3. Celebration of Nationally important days like Independence  
 day, Republic day etc., to develop the feeling and sense of nationalism. 4. To  
 celebrate Teachers day and Engineers Day. 5. To organize blood donation camp,  
 tree plantation, voter's awareness programs, etc. 6. Financial Assistance is  
 provided by the Institute for the above events.

## 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

Yes Alumni of any institute have strong emotional attachment with their alma mater. They are the brand ambassadors of the institute spread far and wide. Alumni have been and shall continue to be an important resource for any institution of learning provided alumni linkages are nurtured and their involvement with institute affairs is facilitated. The Alumni Association plays an important role in helping to shape the future of the Institute by representing the views of its members and contribute to build an engaged and supportive alumni community. Institute with its existence over a decade has a significant pool of its own alumni. A good number of them occupy eminent positions and can contribute to the further growth of their parent Institution. Association supports in following areas: 1.Updating information about Placement opportunities in the companies they are employed or related with. 2. Inviting well placed alumni for interaction and discussion with the current students. 3. Bringing in alumni for group discussions and mock interviews. The functioning of Alumni started since July 2012 and got registered in the year 2017 as "SITRC Alumni Association" with registration number MH/702. The alumni of this Institute are giving the suggestions for recent trends in industry and accordingly the topics are covered through expert lectures, industrial visits or value addition programs. They are also asked to give their suggestions for

the courses that can be conducted to bridge the gap between industry and academia which in turn make our students more employable. Network with alumni is made effective through the Alumni association and alumni also keep in contact through the Alumni page on the College website.

5.4.2 – No. of enrolled Alumni:

280

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

01

## **CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT**

### **6.1 – Institutional Vision and Leadership**

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

1. Library System • In library system, all members from faculty to the Top Management is involved. Prior to the start of academic year, the librarian seeks requirement through circular to the Head of the Departments with consent of the • Principal. Head of the Department circulate the same among the faculty for the review and suggestion of new learning material. Furthermore, the faculty members after discussion among themselves suggest the learning material. On receiving the input from the faculty members, the Head of the Department compile the list and send the same to the librarian. • On receiving the requirements from the various departments, the librarian prepares the complete requirement list and places it for discussion with Principal. Principal as per the norms of SPPU and various statutory bodies approves the requirements. • Meanwhile the librarian asks the quotation from the different vendors and subsequently prepares the purchase order. Checking of and verification of Purchase Order is done by HOD, Dean Academics, Accountant, Principal and then forward it for final approval of management. Upon the approval of the purchase order by the Management, the same has been sent to the respective vendors. • The vendors then dispatch the learning material as per the purchase order. Apart from the regular process, if some Requirements of learning material are given by the students or staff later, such requirements are collected by library or through the department. • The Librarian perform various activities viz. verifying the learning material with respect to the purchase order and bills received, physical verification of the learning material, making an entry in the accession register, classification of learning material as per Dewey Decimal Classification (DDC), stamping and coding, preparation of book card, and finally makes an entry in the software. The received bills are sent to the account section for further processing. During the whole process, the assistant librarian and library attendant helps the librarian. 2. Tutor Committee • The Institute has Tutor system (Mentor-Mentee) wherein central tutor coordinator is appointed. He is assisted by the department tutor co-coordinator. Tutor mentor system constitutes assigning 15-20 students per tutor in their first year of degree course and continues to be his tutor till completion of degree. Tutor hand book is to be filled by student under the guidance of tutor. he Tutor handbook contains information like personal details, academic record, achievements, awards, participation in extra and co-curricular activities. Tutor analyses the student's past academic record and achievements. Assessment of student based on this record and observation is noted by tutor for future references. Tutor mentor meeting is held every fortnight. • It also helps in identifying slow learners advanced learners. Subject teacher with the help of

tutor arranged the remedial classes, library hours, exam paper solutions, and practical assignments. Monitoring of slow learners continues till his progress is seen academically. Advance learners are encouraged, promoted and motivated to participate in co-curricular and extracurricular activities. The progress of slow and advanced learners are monitored and communicated to

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

## 6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	As we are affiliated with Savitribai Phule Pune University, we follow the curriculum prescribed by the university. The Institute conducts various Value added programs, Expert Talks, Seminars Workshops as supportive practices for curriculum development. Also to boost the TP activities, the institute conducts many activities like aptitude sessions, communication skill development sessions for improving technical skills.
Teaching and Learning	The institute adopts various teaching learning methodologies like ICT, active NPTEL participation, National Digital Library, E-library (departmental institutional), active student participation in IEDC, Industry MoUs, Student Feedbacks etc and continuously tries to deliver the best quality education to our students.
Examination and Evaluation	As affiliated to Savitribai Phule Pune University, Pune, the examinations are conducted as per university rules regulations. However apart from university theory and practical examination the institute conduct two unit test in each semester. Based on the evaluation of these test we identify the fast learner and slow learner students. We conduct remedial lectures for slow learner students and give them assignments / question banks which help them to pass the university examination. We motivate the fast learner students to participate in various technical events such as paper presentation, project competition, KPIT sparkle, workshop, etc.
Research and Development	The Institute has RD Cell where every faculty is involved in RD activity like applying for funds/grants for Workshops/seminar and Research

	<p>projects. The institute support faculty for seeking funded projects from Agencies. Also faculties publish research papers in indexed peer reviewed journals.</p>
<p>Library, ICT and Physical Infrastructure / Instrumentation</p>	<p>The Institute has well established Central as well as Department Library. The institute provides Text book, Reference book, Competitive exam book, Aptitude book, GATE books, and Technical periodicals to the students through library The Institute has projectors in all classrooms and two smart classrooms in the Institute. Apart from classrooms, there are well equipped labs, Seminar hall, Computer labs, tutorial room and conference room. The Institute's maximum external/internal communication is through emails. The Institute campus is Wi-Fi enabled And there is CCTV coverage and centralized monitoring.</p>
<p>Human Resource Management</p>	<p>The institute has laid out Recruitment and Promotion policy. The recruitments of faculty are done through : a) University Staff Selection Interviews: Through this medium the advertisement is published with posts and category/reservations approved by the State and University. Interviews are conducted by University appointed panel of experts. b) Local recruitment: The advertisement is published in state level/local newspapers. The interviews are conducted by sending the call letters and or through the walk-in, subjected to the guidelines published in the advertisement. Promotion policy: Staff member attaining the higher qualification and meeting the eligibility norms is promoted.</p>
<p>Industry Interaction / Collaboration</p>	<p>? The Institute provide summer and winter internship program for third and Final year students to accumulate technical skills which help them for the placement. We also have signed many MoUs with industry for providing the platform for internship, Guest/ Expert lecture on various topics.</p>
<p>Admission of Students</p>	<p>As per AICTE and DTE guidelines</p>

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
<p>Student Admission and Support</p>	<p>A prospective student can get required information about the institute and the detailed procedure</p>

	<p>about the admission process. Following aspects of admission are normally included in ERP: Information related to</p> <ul style="list-style-type: none"> <li>• About the institute</li> <li>• The courses available</li> <li>• Information about faculty, placement, infrastructure etc</li> <li>• Fees Module</li> <li>• Student Login</li> <li>• Online Document</li> <li>• Admission</li> <li>• Attendance</li> <li>• Feedback</li> <li>• Admission process</li> <li>• Student registration Enrolment System</li> </ul>
Planning and Development	<p>Proper Management of Human Resource by ERP covers the following: ERP through intranet covers essential information showcasing magnanimity of the institute.</p> <ul style="list-style-type: none"> <li>• Leave Management</li> <li>• Time Table Management</li> <li>• Load Distribution</li> <li>• Faculty Feedback</li> <li>• Activity Plan</li> <li>• Various days celebration</li> </ul>
Administration	<p>Educational ERP has edge over traditional method of institutional management. Cost reduction, accuracy and efficiency are some of main factors that keep ERP solution ahead of traditional methods. However ERP system deals with the complete institutional process and functioning related to academic, admission, registration, examination, finance, HR, course materials, placement, students information, Alumni etc.</p> <ul style="list-style-type: none"> <li>• Staff Registration, Reporting, Transfer, Attendance Process</li> <li>• Staff Salary Calculation</li> <li>• All Allowance</li> <li>• Examination Module</li> <li>• Call Log for: 1) System IT Support 2) Transport 3) Electrical Maintenance.</li> <li>• Vehicle Management</li> <li>• All types of Leave</li> </ul>
Finance and Accounts	<ul style="list-style-type: none"> <li>• Faculty TA/DA Bills</li> <li>• Staff Salary Calculation</li> <li>• Deductions Details</li> <li>• Bills for: 1) Daily allowance 2) Petrol allowance 3) Travelling allowance</li> <li>• Income Details</li> </ul>
Examination	<p>Examination is considered as acid test for both student and teachers. Proper evaluation in spread over basis is required to know student's standard of width and depth of knowledge is taught and acquired and cultivated. Some aspects of examination management are included in ERP are mentioned below:</p> <ul style="list-style-type: none"> <li>• Demo Exam Subject wise</li> <li>• Exam Schedule</li> <li>• Question Paper Setter</li> <li>• Result Preparation</li> <li>• Result Analysis</li> </ul>

**6.3 – Faculty Empowerment Strategies**

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
<b>No Data Entered/Not Applicable !!!</b>				
<a href="#">View File</a>				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
<b>No Data Entered/Not Applicable !!!</b>						
<a href="#">View File</a>						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
<b>No Data Entered/Not Applicable !!!</b>				
<a href="#">View File</a>				

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
77	122	17	75

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
<p>1. Employee Provident Fund, 2. Gratuity, 3. Superannuation Scheme (LIC), 4. Medical Insurance, 5. Staff Loan Facility Co-operative Society Ltd., 6. Maternity leaves for female staff. 7. Emergency Service (Ambulance, etc.), 8. Tie-up with Hospitals, 9. Availability of staff quarter in concessional rate 10. Family and Bachelors accommodation</p>	<p>1. Employee Provident Fund, 2. Gratuity, 3. Superannuation Scheme (LIC), 4. Medical Insurance, 5. Staff Loan Facility Co-operative Society Ltd., 6. Maternity leaves for female Non-Teaching Staff, 7. Emergency Service (Ambulance, etc.), 8. Tie-up with Hospitals, 9. Free Transportation facility for Non-Teaching staff, 10. Availability of staff</p>	<p>1. Post Matric Scholarship Govt. of India, 2. Post matric Tuition fee Exam fee, (EBC) 3. Rajarshi Chatrapati Shahu Maharaj Shikshan Shulk Shishyavrutti Yojna 4. Minority Scholarship (Central Govt.) 5. Earn Learn Scheme by SPPU, Pune. 6. Institute Level Scholarship</p>

<p>for needy staff, 11. Financial support for up-gradation of Qualification (Ph. D in IIT/NIT reputed National Institute's), 12. Financial support for up-gradation of Knowledge through QIP/Conferences /Workshops, 13. Sponsoring Membership of Professional bodies. 14. Recognition of Faculty against Achievement (Monitoring Reward) 15. IPR policy, 16. Research Consultancy Policy, 17. Women Empowerment programs</p>	<p>quarter in concessional rate, 11. Family and Bachelors accommodation for needy staff, 12. Women Empowerment programs</p>	
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#### 6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

Institute has established mechanism for conducting Internal and External Financial audit every year to ensure financial compliance. Internal audit is conducted by the parent body of Sandip Foundation. It is conducted twice a year. First internal financial audit is conducted in October/November followed by the second in April/May. Financial compliance report of internal audit is submitted to Managing Trustee of Sandip Foundation. Statutory financial audit of Institute is conducted in two sessions, first in the month of October November/ December for period of six months starting from 1st April to September and second in the month of May/ June for the period from October to March. Finalization of account is completed in June and audited statement is prepared in July. The audited statement is duly signed by Principal, Chairman and Chartered Accountant.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Nextech Consultants	12000	Consultancy
<a href="#">View File</a>		

6.4.3 – Total corpus fund generated

12000
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#### 6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Null	Yes	IQAC
Administrative	No	Null	Yes	IQAC

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)



1. Orientation/Induction Program 2. Parent Meet 3. Sandipotsav

6.5.3 – Development programmes for support staff (at least three)

1. Accreditation awareness program 2. Online Exam Training 3. ERP training

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1. Training programs: Hands on Training Program On Java Programming 2. Workshops: Design and Development of IOT applications using Raspberry Pi 3. National Seminar: Excellence in Management: Management Re-Engineering

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	Yes
c) ISO certification	No
d) NBA or any other quality audit	Yes

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!					
<a href="#">View File</a>					

## CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Self Defence Programme for Girls	28/08/2018	28/08/2018	374	0
Emotional Management- Key to successful Entrepreneurship	11/09/2018	11/09/2018	30	0

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources

6.14

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	0
Provision for lift	No	0
Ramp/Rails	Yes	0
Braille Software/facilities	No	0

Rest Rooms	Yes	0
Scribes for examination	Yes	0
Special skill development for differently abled students	Yes	0

#### 7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
<b>No Data Entered/Not Applicable !!!</b>							
<a href="#">View File</a>							

#### 7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Hand book of Code of conduct	01/08/2018	Disciplinary committee keeps that vigilance for maintaining discipline in campus. Students are informed about the rules and regulations of the institute on timely basis. Mail is sent to all the staff to follow the dress code. Show cause notice is given to the staff members not following the dress code.

#### 7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Dr. Sarvapalli Radhakrushnan Jayanti	05/09/2018	05/09/2018	80
Sir Vishveshwaraya Jayanti	16/09/2018	16/09/2018	100
<a href="#">View File</a>			

#### 7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Replacement of lightening sources with LED. 2. Installation of solar panel. 3. Appointments of committee of teachers to save electricity. 4. The Waste water from RO is recycled for garden use. 5. Constructed STP soak pits to handle liquid waste.
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### 7.2 – Best Practices

#### 7.2.1 – Describe at least two institutional best practices

Best Practice-I Title of the Practice: Patents and copyrights. Objectives of
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the Practice: • To provide a platform to students and faculty members for converting their innovative ideas into patents and copyrights. The Context: The institute emphasizes on developing a research culture promoting the innovative ideas of the students faculty members to convert them into patents. The Practice: Since the inception, Institute encourages students faculties to develop innovative ideas. For students, it begins from the foundation course which then propagates in due course by making them aware through various workshops seminars. The institute supports students faculty in filing the patents. Patent attorney is appointed to help students faculty members for clearing art of search. The patent committee of institute facilitate them for getting Clearance from patent attorney. During next phase, the patent draft is filed through patent attorney. The institute bears patenting fees of all patents filed by students faculty members. Evidence of Success: The institute has than 90 patents to its credit. In 2014-15, Institute was ranked 5th and in 2015-16, ranked 8th in India in filling patents. Five patents are published till date. Problems Encountered Resources Required: Problems Encountered: • Initially, the process of patent filing was not known to the students faculty members. Resources Required: • All kind of e-resources, facilitating patent attorney, financial support by the institute. Best practice II Title of the Practice: Research Ph.D. Objectives of the Practice: • To promote research activities among the students and faculty members • To enhance qualification up gradation of faculty members. The Context: To be a developed country it is need of the time to enhance the research culture in the institutes of the nation. Sandip Institute of Technology Research Centre dreams to become India's leading institute in the building of nation by availing research environment and facilities to students faculty. The Practice: Since the inception of the institute we are inculcating culture of research by encouraging the students faculty by conducting various research methodological, workshops trainings by eminent personalities of leading research institutes. The institute is supporting students faculty members by providing supports for research such as finance, equipment facilities. Institute has subscriptions of various e-journals which can be easily accessed by students faculty members. Institute has formulated paid leave policy for completion of course work during doctoral programme. Due to support provided by the institute there is drastic improvement in the research work of students faculty members. Evidence of Success: Every year, the institute has more than 100 publications in various reputed journals conferences. Students are encouraged doing their final year project as research project. Problems Encountered Resources Required: Problems Encountered: • Initially, it was difficult to develop research culture among the students which was overcome by organizing research seminars. Resources Required: • All kind of subscriptions to top e-journal Springer, Elsevier, IEEE etc. • Measuring facilities like analysis software such as mini tab • Financial support by the institute.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<http://www.sitrc.sandipfoundation.org/values-and-best-practices/>

### 7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

IEDC Cell The institute has been accorded for establishment of an Innovation and Entrepreneurship Development Centre (IEDC) by NEB, DST, and Govt. of India. First of its kind, DST funded centre for Innovation and Entrepreneurship in the jurisdiction of SavitribaiPhule Pune University (SPPU), Pune. The principal motive of IEDC is to transform innovative raw idea into commercially viable product. With this view the students are motivated for nurturing their

entrepreneurial skills as well as faculties are encouraged to develop their entrepreneurial skills which will be beneficial for society as whole. Institute has received a fund of Rs. 46, 00,000/- over the period of five years. Faculty led students innovation is provided with mentorship related to technical, financial, business and legal aspects support to establish their own start-ups. Further, to generate awareness among student, entrepreneurship development programs are organized. The core objectives of this cell are • To provide various services including information on all aspects of enterprise building to budding Science and Technology (ST) entrepreneurs. • To catalyse and promote development of ST knowledge-based enterprises and promote employment opportunities in the innovative areas. • To respond effectively to emerging challenges and opportunities both at national and international level relating to SMEs and micro enterprises. The major functions of this cell are • To organize Entrepreneurship Awareness Camps, EDP, FDP and Skill Development Programmes for benefit of ST persons. • To guide and assist prospective entrepreneurs on various aspects such as preparing project reports, obtaining project approvals, loans and facilities from agencies, information on technologies, etc. Process of transforming Young Innovators into Budding Entrepreneur/ Entrepreneur takes through 10 different phases as follows: 1. Idea Generation Symposium: Brainstorming about the society and industrial problems so to find commercially viable ideas. 2. Opportunity Evaluation Meet: Scrutinizing the submitted ideas from Domain and Business Experts. 3. Entrepreneurship Services Program: Offering you different well recognized courses through our National/International to develop entrepreneurial competencies amongst your Young Innovators. 4. EnB Club: Connecting with different mentors related to Technical, Business and Legal domains. 5. Eureka-The Prototype Development: Development of hardware at proposed cost with prior risk analysis 6. in possible aspects.

Provide the weblink of the institution

<http://www.sitrc.sandipfoundation.org/iedc/>

## 8.Future Plans of Actions for Next Academic Year

Faculty Development: 1. Arranging periodically Faculty and Staff Development Programmes, encouraging them to present papers in seminar, conference and to attend on time orientation/refresher courses. 2. IQAC to record every year Comprehensive and effective performance appraisal of faculty as per API and staff. 3. Encouraging faculty to participate in FDP organised by NPTEL and other institutions. 4. Promoting an integrated framework of academic and administrative activities. 5. To motivate the faculties for faculty up gradation. Research Consultancy and Extension Research 1. The college will conduct regular meetings of the Research Committee to identify the research potential, to promote the research and to prepare the research proposals. 2. He college will continue to organize the workshops / seminars / training programmes for preparation of proposals for minor and major research projects. 3. He college will continue to make an effort to promote research association with universities, industries and institutes. 4. The college will continue to appreciate and to recognize the teachers on successful completion of research projects, research degree programmes and research publications. 5. To invite significant number of persons from industry from India and abroad for Collaboration and Promote Industry-Institute Partnership. Consultancy 1. The college will explore options to provide consultancy services to Corporates Industries. 2. The college will motivate and appreciate the faculty in case they provide consultancy services. Extension 1) The college will strengthen NSS units. 2) Library facility will continue to be extended to alumni as well as needy students of the nearby areas. 3) Constantly innovative outreach programmes will be organized by different department with involvement of students. 5) NSS unit will maintain Blood Donors' directory. In time of emergency the blood will be donated to the needy patients at free of

cost. 6) College premise will be made available to conduct the examinations of JEE, NEET, Banking, Railways, Post, Telegrams, etc 7) Awareness programmes on health hygiene and personal sanitation, electrical safety, environment, cleanliness campaign, energy and environmental conservation campaign and tree plantation, at the adopted area will be organized. Student Development: 1. To arrange the extra counselling sessions for the students facing personal and academic problems 2. To toil for mock preparation for recruitments and process and organise on regular basis through assessment, GDs, and PIs. 3. By coordination through IEDC, students will be empowered to create their own start-ups. Infrastructure Development: 1. Maintenance of infrastructure and learning resources. 2. Concerted efforts to obtain grants for infrastructure development. 3 Reduction in electricity bills by use of LED bulbs and solar panels. 4. Complete automation of Library services Placement: 1. To map students inclination for placements, higher studies and entrepreneurship. 2. To sharpen Employability Skills of students. 3. To leverage networking and collaboration with Industry and Alumni. 4. To arrange the visits of Women of Local community to Empower those for starting small scale industries.