



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution	INDIRA COLLEGE OF ENGINEERING AND MANAGEMENT
Name of the head of the Institution	Sunil Bhimrao Ingole
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	02114-661565
Mobile no.	9422340370
Registered Email	principal@indiraicem.ac.in
Alternate Email	sbingole1@gmail.com
Address	Indira College of Engineering and Management 64,65, Gat No 276, Tal. Maval, Indira College Road, Parandwadi, Maharashtra 410506
City/Town	Pune
State/UT	Maharashtra

Pincode	410506																		
2. Institutional Status																			
Affiliated / Constituent	Affiliated																		
Type of Institution	Co-education																		
Location	Rural																		
Financial Status	Self financed																		
Name of the IQAC co-ordinator/Director	Dr. Sunil Ingole																		
Phone no/Alternate Phone no.	02114661666																		
Mobile no.	9422340370																		
Registered Email	sunil.ingole@indiraicem.ac.in																		
Alternate Email	sbingole1@gmail.com																		
3. Website Address																			
Web-link of the AQAR: (Previous Academic Year)	http://indiraicem.ac.in/NAAC-ICEM																		
4. Whether Academic Calendar prepared during the year	Yes																		
if yes,whether it is uploaded in the institutional website: Weblink :	http://indiraicem.ac.in/NAAC-ICEM																		
5. Accrediation Details																			
<table border="1"> <thead> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accrediation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>B++</td> <td>2.92</td> <td>2019</td> <td>15-Jul-2019</td> <td>14-Jul-2024</td> </tr> </tbody> </table>						Cycle	Grade	CGPA	Year of Accrediation	Validity		Period From	Period To	1	B++	2.92	2019	15-Jul-2019	14-Jul-2024
Cycle	Grade	CGPA	Year of Accrediation	Validity															
				Period From	Period To														
1	B++	2.92	2019	15-Jul-2019	14-Jul-2024														
6. Date of Establishment of IQAC	16-Aug-2017																		
7. Internal Quality Assurance System																			
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															

A training session on using MS Teams to schedule and engage the online classroom.	14-Apr-2020 01	54
OBE Audit of All Departments	18-Oct-2019 02	81
Smart Board Usage in Teaching Learning	25-Jan-2020 01	44
No Files Uploaded !!!		

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
Vijay Kumar Saini	ASPIRE Research Mentorship Program	Savitribai Phule Pune University	2019 730	200000
Sujata Mukund Deo	ASPIRE Research Mentorship Program	Savitribai Phule Pune University	2019 730	180000
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

5

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

[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

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

Audit the OBE practices and its implementation Smart Board usage in Teaching Learning A training session on using MS Teams to schedule and engage the online classroom.

No Files Uploaded !!!

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	Achievements/Outcomes
Smart Board usage in Teaching Learning	One day training conducted on 'Smart Board usage in Teaching Learning'.
Audit the OBE practices and its implementation	Audit completed, and respective department communicated with measures to be made.
No Files Uploaded !!!	

14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
IQAC	18-Dec-2020

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

No

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2020

Date of Submission

24-Jan-2020

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)

The Institute has Juno ERP in place as Management Information System which includes the regular administrative functions like Leave Management system, Sending notices to staff and students, sending information over mail and SMS to students and staff. Leave Management System: The Leave Management System starts functioning with the Staff, The Leaves applied by the Staff are forwarded to Head of Department by the system and with the approval of Head of department the application is forwarded to HR and through HR the compiled report is sent to the principal of the institute. The Leaves and Regular biometric attendance report

is then considered for salary days calculations and subsequent salary sheet preparations.

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

Institute is affiliated to SPPU and follows the curriculum prescribed by SPPU. Institute has prepared the institute calendar in line with SPPU academic calendar and also considered the inputs from various statutory and non-statutory bodies of the institute. The departmental academic calendar is prepared in line with the institute calendar also the suggestions provided by the Department Academic Advisory committee (DAAC) are incorporated. The head of the institute conducts a common meeting with all teaching and non-teaching staff before the commencement of every semester. Before commencement of the semester HODs allocates the teaching load by considering subject choices submitted by faculties, then accordingly faculties prepare the SIM and the course file with COPO-PSO mapping which is in line with the academic calendar. Institute follows the outcome-based teaching-learning process, and the Institute has a structured action plan for the effective implementation of the curriculum. All department faculties adhere to schedules generated in teaching plans. Institute has adopted innovative and creative teaching-learning processes, tools, and techniques by implementing the advanced methods of teaching pedagogy, use of ICT tools like NPTEL, Video lectures, Project-Based learning, participative learning, etc. for enhancing teaching and learning experience. For the effective delivery of curriculum, faculties use smart classrooms significantly. The Institute follows a transparent and robust mechanism for internal assessment and faculties closely monitor & evaluate the performance of students at regular intervals. The effective implementation of the curriculum is ensured by supplementing classroom teaching with expert lectures, seminars, mini projects, in-house, and industry-supported projects, industry visits, industrial internships, hands-on-sessions, tutorials, case studies, e-learning, technical quiz, assignments, internal tests, etc. Contents beyond curriculum are identified and taught both in the classroom and in the laboratory to expose students to recent trends in the industry. Institute has an effective mentoring system in which monthly mentoring sessions are conducted between mentor and mentee in order to solve the problems faced by the mentees. Institute conducts parent's meet in each semester in order to communicate the students' progress to their parents. The Schedule of internal, external, and project examinations are displayed on the notice board as well as on the digital board. The implementation and delivery of the curriculum are monitored and reviewed by the Academic Monitoring Committee (AMC). Faculty members are encouraged to contribute to the curriculum revisions as planned by SPPU. Faculties attend the syllabus revision workshops also support faculties to attend seminars, conferences, FDPs, STTP to enrich their skills and competencies in the subject areas to achieve expertise. Institute also encourages faculty for Interaction with industries to enhance their practical knowledge. To improve the academic standard institute has its own stakeholder's feedback policy in place. Feedback taken from the stakeholders like parents, alumni, students, faculties, and employers is analyzed and is used for the progress of the institution.

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
nil	nil	Nil	0	nil	nil

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
MBA	FY	05/07/2019
MCA	FY	05/07/2019
BE	FE	05/07/2019
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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
BE	Computer Engineering	15/06/2019
BE	Civil Engineering	15/06/2019
BE	Mechanical Engineering	15/06/2019
BE	Mechanical Sandwitch	15/06/2019
BE	Electronics & Telecommunication	15/06/2019
ME	Heat Power	15/06/2019
ME	Computer Engineering	15/06/2019
ME	Communication Network	15/06/2019
MCA	MCA	15/06/2019
MBA	MBA	15/06/2019

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

	Certificate	Diploma Course
Number of Students	932	Nil

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
Aptitude	01/07/2019	720
Soft skill	01/07/2019	720
IIT SPOKEN TUTORIAL (S.E JAVA)	01/07/2019	111
IIT SPOKEN TUTORIAL (T.E Python 3.4.3)	01/07/2019	134
IIT SPOKEN TUTORIAL(B.E.Drupal)	01/07/2019	154
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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
BE	CIVIL	12
BE	Computer	8
BE	E&TC	6
BE	Mechanical	126
BE	Mechanical Sandwitch	77
MBA	MBA	60
MCA	MCA	38
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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>Indira College of Engineering and Management has its own stakeholder's feedback policy in place. Feedback is taken from the various stakeholders namely, Alumni, Faculty, Employers, Students, and Parents. The feedback taken from stakeholders is analyzed and the recommendations are sent to various departments and institute head for necessary remedial action required for the overall development of the institution. The recommendations received by all the five stakeholders are as mentioned below</p> <ol style="list-style-type: none"> 1. Need to work on interpersonal skills of students 2. Students need to participate in more hackathons organized by various colleges to improve their technical skills. 3. Frequent Alumni interaction sessions wherein alumni can visit the institute and interact with students. 4. Commute facility from all nooks and corners of the city 5. College ERP login to be provided to parents to observe the students' performance 6. Activities for faculties need to be planned. 7. Students activity needs to be increased. Institute use the feedback given by all the stakeholders for the overall development of the institute and the following action has been initiated, 1. The Talent management department is informed to organize training on student's interpersonal skills. 2. A committee is formed to create awareness among the students to participate in hackathons. 3. More alumni sessions are planned. 4. Mentoring system is implemented to communicate with students and parents. 5. Staff development cell is formed and the extracurricular activities planned for faculties. 8. Students council is established to improve the student's activity.

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
MCA	Master of Computer Application	60	48	48
MBA	Master of Business Administration	60	60	60
ME	ME Communication Network	18	Nil	Nil
ME	ME Computer Engineering	18	Nil	Nil
BE	Civil Engineering	60	5	5
BE	Computer Engineering	120	110	110
BE	Mechanical Engineering	120	13	13
BE	Mechanical Engineering (Sandwich pattern)	60	1	1
ME	ME Heat Power	18	1	1
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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
2019	1116	253	68	18	Nil

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	Number of smart classrooms	E-resources and techniques used
86	86	5	33	2	11

[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)

Mentoring of the students is the trustworthy relationship between the faculty mentor and the connected student mentee in which the more experienced and knowledgeable faculty mentor helps and guide the less experienced

and learning student mentee. Mentoring is a powerful personal and career development tool that can enable the mentee to achieve or exceed their life goals and aspirations. The most important goal of mentoring in a higher educational institute is to provide ample opportunities for academic, personnel, and professional growth of its students. At ICEM the objective of mentoring is two folds. The first and most important objective of our mentoring system is to assist new students with adjustment to college life at ICEM, both academically and socially by understanding their needs potential. Secondly mentoring at ICEM offers students strong support, helping them to improve their attendance, academics, personality development, and enjoy their studies. In addition during mentoring the academic and behavioral issues are also resolved. At ICEM we use to carry out the mentoring systematically with proper planning and documentation. Every student at ICEM is assured to have a mentor faculty assigned to him. Mentors are continuously in touch with the assigned mentee students and also regularly have formal as well as informal meetings with them. Documentation in proper formats and evidence are maintained by the mentors like students information, parents calling report, student's attendance and performance, their achievements, activity participation, disciplinary actions etc. The report of the monthly mentoring meeting is compiled by the department mentor coordinator by taking inputs from the mentors in the desired format. All the department level mentor coordinators then submit their reports to the Institute level mentor coordinator. The department level issues are resolved by the concerned Head of the department while institutional level and general issues are compiled systematically and submitted to the Principal for action taken. The principal directs the concern for action and the reports of the same are being filed for further communication and record. At ICEM students having poor attendance in a particular month designated as defaulter whose list is declared by the concerned department head on their notice boards in the first week of the succeeding month. This activity is regularly carried out in every semester. Mentors call the parents of defaulter students and watch their progress throughout. There are strict rules in the hostel and students are required to take prior permission before leaving campus. Further students in hostels are not allowed to stay in the hostel during classes. During exam period and term work submissions library timings are extended till 10:00 pm. In short, all measures are taken by the college administrations and the teachers so that students should not face any difficulties in the process of learning.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1369	86	1:16

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
99	86	13	1	16

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
2019	Dr.Archana Salve	Associate Professor	Outstanding teacher Award in academicians and researchers National conclave Awards 22nd June 2019
2019	Dr.Archana Salve	Associate Professor	ESN Award for best Professor in Human resource management at Chennai (28th September 2019)

2019	Dr.Archana Salve	Associate Professor	Best Research paper award at ESN International conference (28th September 2019)
2020	Prof.Siddheshwar Shirbhate	Assistant Professor	Practicing Educator Award In Engineering by MITCON Institute of Management(26th Feb 2020)
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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
BE	627837610	7	03/12/2019	28/01/2020
MCA	617910110	5	13/12/2019	21/01/2020
MBA	617924110	3	10/12/2019	28/02/2020
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The Institute has developed a transparent and robust mechanism of internal assessment. The institute closely monitors strictly evaluates the performance of students at regular intervals. Continuous Internal Evaluation (CIE) comprise of unit tests / online tests / open book tests, practical assignments, mock practical, timely completion of experiments and attendance. Regular students are encouraged with additional credits for their achievements in various competitions, seminars and conferences. For the practical subjects, results of the experiments performed are conveyed to the students during their practical sessions. Students are permitted to improvise their performance by redoing the experiment, if they have scored low. The status of their attendance and monthly performance of the students (CIE) are conveyed to their parents by mentors. Seminar Project evaluation is continuous rigorous process for UG as well as PG. Timely progress reviews are recorded for each student based on their problem understanding, topic selection, design development, presentations, domain knowledge, additional skills/efforts taken, final results, regularity and research publications, outside participations. Mechanical sandwich students one year internship in the industry is monitored meticulously by both college guide and industry guides. The logbook comprise of attendance record, daily learning report and weekly summary which is duly checked by the company guide and monthly reports are scrutinized and evaluated by the college guide and Head of the Department. Additional weightage is given for the special training or relevant seminar attended. Continuous Assessment for PG students is done strictly by adhering to any of the evaluation methods such as written test, assignment, seminar, survey paper, research publication in reputed journals and mini project. All the above mentioned mechanism of internal assessment is conveyed to the students in the following ways: Department planner consists of the schedule of all internal tests and project reviews are communicated to students through notices and Student Information Manual (SIM). First year

students are briefed about the continuous internal evaluation system during the orientation program and subsequently in lectures by the respective faculty members in class room. From second year onwards the term work policy of each department which comprise of Continuous Internal Evaluation parameters are communicated to the students at the beginning of the semester through notices, ERP and during mentoring sessions. The assessment of tests and assignments are completed and discussed with the students with virtual platforms like Zoom Microsoft Teams. Results of online examinations, in-semester examinations are discussed with the students during mentoring session and necessary guidance is provided for further improvement in their academics. The results of summative assessment and internal assessment are informed to the parents during parents teachers meet once a semester. Continuous Internal Evaluation marks are maintained by each faculty and shown to the students. In case of any discrepancy raised by the student, corrective measures are taken by the concerned teacher. Remedial lectures are conducted for the backlog students and retests are conducted for the students who scored less in the internal tests and practicals.

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

On the commencement of the new Academic Year, the Institute prepares Institute Calendar in line with the university's academic calendar. Every semester, all academic activities are planned executed as per guidelines schedule provided by University. The dates for commencement and end dates of teaching, internal exams, project reviews, seminar reviews etc. are outlined in Institute calendar. s University exams being the most important event of every semester, the calendar includes dates of In-semester, Online phase and End-semester examinations, Practical - Oral examinations etc. Every department in turn prepares its department planner in line with the Institute calendar which includes the schedule of all continuous internal evaluations. Mock practical examinations and schedule of project reviews are reflected in the department planner. An academic planner is conveyed to students through student information manual (SIM) that contains the schedule of CIE in the department. Institute calendar includes National Festivals celebration Days, National Leaders Birth /or Death anniversary, Cultural Festivals celebration, etc. Various student development activities, such as Value-added programs, Professional body association programs, Additional Certification training, Research activities, Interdepartmental Expert lectures, Medical Check-up, career awareness/ competitive cell sessions, annual gathering Sports days, Tech-fest and CSR activity etc are also involved in Institute calendar and/or Department planner. For academic excellence, DAAC meetings, Mentor sessions, Additional remedial/make-up lectures for slow learners, Project/Seminar reviews, Industrial Visits, IIT Spoken Tutorials, Internal Project Exhibitions, Alumni Interaction, parents' meet, University Graduation/Convocation ceremony these events are incorporated in Institute calendar and/or Department planner. Thus, the institute adheres to the academic calendar for the conduct of exams, CIE, and all other activities during the academic year semester wise.

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://indiraicem.ac.in/NAAC-ICEM>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the	Number of students passed in final year	Pass Percentage

			final year examination	examination	
627819110	BE	CIVIL	69	37	53.62
627861210	BE	MECHANICAL	129	54	41.86
627862510	BE	MECHANICAL SANDWITCH	50	49	98
627824510	BE	COMPUTER	144	119	82.64
627837610	BE	ELECTRONICS AND TELECOMMUNICATION ENGG	18	11	73.33
617924110	MBA	HUMAN RESOURCE, FINANCE	60	60	100
617910110	MCA	MCA	38	24	63.15
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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://indiraicem.ac.in/NAAC-ICEM>

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
Projects sponsored by the University	730	BCUD	2	1
Projects sponsored by the University	730	BCUD	1.8	1
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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
Innovative Business strategies to cope with the present Era of Globalization	MBA	30/05/2020
One day workshop on web development by Mr. Shrutush Bhowate	Computer Engineering	27/07/2019
Artificial Neural Networks and its	Civil Engineering	20/09/2019

applications in Civil Engineering		
Recent Trends in Industry	Mechanical Engineering	06/03/2020

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
Best Paper in National E-Conference	Prof. Rupa Naik	Jagadambha College of Engineering and Technology, Yavatmal, Dist Yavatmal.	24/05/2020	National Level
Practicing Educator	Prof. Siddheshwar Shirbhate	MITCON Institute of Management, Balewadi, Pune	26/02/2020	National Level
Best Faculty award	Prof. Mahesh Bhong	World Education Congress Global awards for excellence in education, leadership teaching	04/07/2019	National Level
Guru Gaurav Puskar	Prof. Savita Jangle	Apollo Institue, Pune.	03/08/2019	National Level
Best Professor in Human resource management	Dr. Archana Salve	ESN research group, Chennai	28/09/2019	National Level
Outstanding Teacher	Dr. Archana Salve	Center for Educational and Social Development, India, Mumbai.	23/06/2019	National Level
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
01	Android app development	ICEM	Finding nearby toilet using mobile app	Android app development	10/01/2019
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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

-	Nil
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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)
International	MECH	4	1.5
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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
FE	3
Mechanical	50
MCA	1
MBA	1
Computer	36
Civil	7
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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
A novel thin-layer model for drying of Indian dark red onion slices at high velocity	Prof. Vinayak M. Kale	Journal of Food Process Engineering	2020	2	-	2
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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
A novel thin-layer model for drying of Indian dark red onion slices at high velocity	Dr. V. M. Kale	Journal of Food Process Engineering	2019	2	2	Indira College of Engineering and Management, Pune

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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Presented papers	2	Nil	Nil	4

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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
BLOOD DONATION CAMP	ICEM NSS	1	120

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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
Blood donation	Certificate	Acharya Anandrishiji Blood Bank, Pune.	80
Blood donation	Certificate	Acharya Anandrishiji Blood Bank, Pune.	90

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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/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
National Social Service	NSS Team	School Cleaning	1	55

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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
Internship	Student	HFFC	60

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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	Duration From	Duration To	Participant
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		/research lab with contact details			
Training	MOU	Indian Institute of technology, Bombay	01/01/2019	01/06/2020	120
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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
Stratecent Consulting	01/01/2019	Career Development Programme	50
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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
397.48	162.92

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Others	Existing
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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
Slim-21	Fully	3.6	2017

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	28889	9621663	738	441501	29627	10063164
Reference Books	317	956132	197	113313	514	1069445
e-Books	1050	81906	500	125000	1550	206906
View File						

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
Dr. V. M. Kale	Academics for you	Google sites	01/01/2019
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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	760	13	760	1	1	35	0	100	0
Added	0	0	0	0	0	0	0	0	0
Total	760	13	760	1	1	35	0	100	0

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

100 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
Media Center	http://indiraicem.ac.in/NAAC-ICEM

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
84.44	65.46	178.68	167.54

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)

Institution has designated Administrative office for maintaining and utilizing physical and support facilities. Maintenance and utilization of academic facilities is taken care by the technical staff of the respective departments. A budget is annually allocated for maintenance of the physical, academic and support facilities of the institute. Institute has appointed external agencies for maintenance and repair of infrastructure and other facilities. Adequate staff through external agencies are employed to meticulously maintain hygiene, cleanliness on the campus so as to provide a congenial learning environment. Washrooms and rest rooms are well maintained. Dustbins are placed in every floor. Housekeeping and 24X7 security facilities are provided at institute campus by external agencies. The gardeners are appointed for overall maintenance and care. EPBX system, air conditioners and water coolers are maintained with the help of external agencies. In order to provide potable drinking water to the students, fully automated drinking water treatment plant is installed. Water coolers are provided in each department and cleaning is done periodically by the maintenance department. Institute has appointed technical staff for maintenance and cleaning of laboratory instruments and equipment's on regular basis. The purchase committee handles

the repair/maintenance/calibration request appropriately by placing order to the respective external agencies. Facilities in laboratories such as water taps, gas pipelines and electrical fixtures are regularly checked by the respective laboratory and maintenance of the same is done with the help of a technical person. Facilities like Fire extinguishers are checked regularly, and their refilling is done before their expiry date. For maintenance of fire extinguishers and generator we have AMCs. Hostel committee regularly monitors maintenance, hygiene and cleanliness of all facilities in hostel performed by housekeeping staff and supervised by rector. The canteen maintenance committee takes care of quality and other related issues. Wastewater from canteen outlets is utilized for watering the plants after treatment. Transportation facility (paid) is provided to staff and the students by external transport operator.

The institute adopts standard established systems and procedures for maintaining the physical, academic and support facilities as mention below:
Laboratory Maintenance: In case of Repair Maintenance the concerned laboratory assistant sorts out the repair and maintenance. If it is beyond his scope, he reports to Head of Department through laboratory in charge. With prior approval from Head of Department the concerned laboratory calls for quotations and prepares a comparative statement of 3 or more quotations. This comparative statement along with requisition form is forwarded through HOD to Hon. Principal for approval. After approval from Principal the equipment maintenance work is assigned to third party through Central Store committee. These experts carry out the repair/maintenance of the equipment. For procurement of new equipment's as per budget provisions similar methodology as mentioned above is followed.
Library Maintenance: In case of binding of the books, bound volume of the journals the maintenance work is carried out by Librarian through external agencies by taking approval from Principal. Maintenance of Hardware is taken care by IT support through e-ticketing Library automation Software is maintained

<http://indiraicem.ac.in/NAAC-ICEM>

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
Financial Support from institution	Nil	Nil	Nil
Financial Support from Other Sources			
a) National	Nil	Nil	Nil
b) International	Nil	Nil	Nil
View File			

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 implemetation	Number of students enrolled	Agencies involved
Mentoring	01/07/2019	1117	All staff members
Personal Counselling	27/08/2019	27	CARE Club
Aptitude	18/06/2019	792	Talent management
Soft skill	18/06/2019	792	Talent management

development			
Yoga and Meditation	21/06/2019	78	Rupesh Thopte (Yoga Expert)
Personal Counselling	01/10/2019	12	Care Club (Dr. Tarita Shankar)
Personal Counselling	03/10/2019	5	Care Club (Dr. Tarita Shankar)
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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
2019	Soft skill development	792	792	Nil	138
2019	Aptitude	792	792	Nil	138
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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
Nil	Nil	Nil

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
Larsen Toubro Infotech Ltd.	117	19	ADVIK Hi-Tech Pvt. Ltd.	72	28
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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
2020	Nil	NA	NA	NA	NA
No file uploaded.					

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
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GATE	1
CAT	1
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Group dance	College	84
Box cricket	College	200
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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
2019	Nil	National	Nil	Nil	Nil	Nil
2019	Nil	International	Nil	Nil	Nil	Nil
No file uploaded.						

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

The Students' Council (SC) is the representative body of the entire student community of the Indira College of Engineering and Management, Pune. The mission of the student council is to encourage and promote the values that represent good character in all students and build responsible leaders within the student's community. Student council elections are held every year during the first term As per Section 40 (2) (b) of Maharashtra Public Universities Act, 1994. Different committees are formed from elected students as per their interest, communication skills, and active participation in various events. It consists of male and female student representatives. Also, students are involved in various academic and administrative committees of the college.

Following is the narrative of functions and events conducted by various committees of the institutions driven by the students:

1. College Development Committee: As per the statute of the university act two students are nominated to the college development committee to actively contribute to the college development plan, academic activities, to make specific recommendations concerned to teaching-learning, academic courses, and other activities of the institutes.
2. Student affairs committee: The purpose of the student affairs committee is to provide broad oversight and policy guidance to promote a safe and supportive learning environment that encourages student academic success, growth, and personal development.
3. Student Grievance: This committee addresses student grievances and maintains harmony and discipline among the students.
4. Anti-Ragging: This committee ensures zero ragging incidents in the Institute and also spreads awareness among students against any type of ragging activities.
5. IQAC: Two student representatives are a part of the IQAC cells to participate in quality initiatives to ensure the effective teaching-learning process.
6. Hostel: The team holds the responsibility of keeping the check on the hostel infrastructure, quality of the mess and other housekeeping issues.
7. Cultural: Rangkarmi is the cultural group of the students that organizes and promotes various cultural activities throughout the year.
8. Sports: This Committee organizes annual sports events. Our students actively participate in

various sports in intercollegiate, interuniversity, and state. 9. NSS: This Committee is active in carrying out different social and extension activities such as Blood donation Camp, Swachha Bharat Abhiyan, Yoga day, Tree plantation, Plastic-free campus, Road safety awareness, Fire safety awareness, etc. In addition to students representation in academic and, administrative bodies various committees (student associations) are functional at respective departments and carry out various activities such as Paper Presentation, Technical Quiz, Robot War, Model Making, Programming, Designing, technical sketching, etc.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

Good alumni relationships bring many aids to both the institution and the alumni. Keeping this in mind, the institute seeks to develop everlasting relations with our alumni which in turn will give rise to mutual benefits. Institute has an alumni association as Indira College of Engineering Management Alumni Association registered with Charity Commissioner, Pune, with Registration No. MAH/ 1582/ 2011/ Pune, dated 26/08/2011. There are structured ways to network and collaborate with alumni of the Institute. The alumni of the Institute are guiding and nurturing our students to become engineering, managerial professionals, and entrepreneurs. The contribution of the alumni to the institute plays a vital role in the development of the institute. The objective of the alumni association is to support the institute's goals and strengthen the ties between the Institute and Alumni. Annual alumni meet is organized by the alumni association every year and provides an opportunity for the academic heads, faculty, and students to interact with the alumni in person and seek guidance in career progression, employment opportunities, and current trends in industries. Alumni engagement is done through emails, Facebook, WhatsApp, and LinkedIn which helps the institute in enhancing the bond of alumni with their Alma matter. The activities and achievements of the Institute are communicated to alumni on a regular basis by the alumni committee. Alumni are the members of the College Development Committee and Departmental Academic Advisory Committee of the institute. These members get an opportunity to express their views on curriculum enrichment, academic growth, and the overall development of the institute. The alumni are invited to deliver guest lectures and also as resource persons for workshops and seminars and conferences on recent trends in technology. They also share their professional experience and motivate and encourage the students. The alumni actively participate as judges in various technical and non-technical competitions organized at the institute. Regular interaction with alumni helps the students to know about the employment opportunities and technological advancements in the Industry. The alumni are the Brand ambassadors and significant stakeholders of the Institute who contribute relentlessly to the overall growth of the Institute. Our alumni groups often support recent alumni and provide a forum to form new friendships and business relationships with people of similar backgrounds. The alumni feedback is solicited during the Alumni meet and convocation day. This feedback helps the institute to bring out new reforms in structuring the program and improving the academic system.

5.4.2 – No. of enrolled Alumni:

97

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

0

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)

The institution believes in practicing a decentralized system with definite inter-relationships. Governing Body and CDC meetings are held for planning Development of the Institute. Every department conducts Department Academic Advisory Committee meetings every semester to discuss and provide suggestions for enforcing academic enrichment. The Principal and Head of the departments meet regularly for planning and execution of academic and administrative activities. The head of the department manages the day-to-day activities of the department by assigning specific portfolios to faculties of the department and keep track of curricular, co-curricular and extra-curricular activities of the department. The decision suggested by the HOD's teachers in the department meetings are conveyed to the management through the principal. The management considers opinions and suggestions made by the staff. Administrative staff supports the day to day activities of the students and faculties through their services. This process probes the institutional practices towards decentralization and participative management. The institute has a participative approach by constituting several committees such as Anti-ragging, Internal Compliance, SC-ST, Purchase, Staff Welfare, Women Cell, Alumni Association, Mentoring, and also other institutional level committees such as Industry Relation, ERP, Student Affair, Academic Monitoring, Library, Website, Event/Cultural, College Magazine, Professional Body, NSS, IUCEE, Press and Publicity, Parent Meet, Research and Development, NIRF, Examination, Admission, Promotional activity (Admission), Grievance, Hostel, competitive Examination Cell, Entrepreneurship Development Cell are formed which includes faculty, staff, and students for the smooth conduction of activities. Student council and Student associations are formulated to ensure the active participation of the students. The following are the practices implemented through participative management. Case study: 1) Budget Planning and Execution. The budget process consists of different phases such as preparation, submission, approval, execution, audit, and evaluation. A Budget committee constituted at the group level of IGI, seeks the operating budget for a financial year from the respective Principal. The Principal discusses with all HODs to submit a budget proposal by taking into consideration of library books, laboratory equipment, Guest lectures /Workshop, Honorarium to visiting faculty, FDP, RD expenses, Accreditation expenses, CDP, Student welfare, Industrial visits, Laboratory consumables, Student activities, Repairs Maintenance, furniture, Computer Hardware-software, office equipment, Journals, Sports Equipment, College Promotion expenses, Membership, activities, Printing, Stationery, Xerox, Newspaper, and periodical, etc. Head of every department in coordination with their faculty staff review the available resources, identify the required commodities/equipment's/components along with their market costs and prepare the annual budget of the department and submit to the Principal before the beginning of every financial year. Principal reviews and finalize the budget in consultation with Sr. accountant and present the proposed budget in front of the budget committee with proper justification. The Management and budget committee assess the budget requirement and approve the annual operating budget of every institute. After the approval from management, every head receives a copy of the approved budget through the Principal for the utilization. Head of the departments consumes the budget which is duly approved by Principal throughout the year as and when needed. 2) Enterprise resource planning (ERP)

With an aim to streamline

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
Industry Interaction / Collaboration	A senior faculty of the institute has been appointed as the Dean R D Dean Industrial relations to execute RD and Industry activates respectively. For effective planning in teaching learning, many reforms have taken place in the course planner of the faculty by introducing initiatives such as content beyond the syllabus, guest lectures, etc.
Human Resource Management	Service rules, recruitment, promotional policies are followed as per directives from AICTE, UGC, and University, which are published in the IGI policy manual.
Library, ICT and Physical Infrastructure / Instrumentation	Central library headed by a librarian is stocked up with reference and textbooks, e-books, and online journals for the growth and development of the students. In addition to it, every department has its own library with adequate resources. ICT tools are used by the faculties while imparting education to the students. State of the art laboratories with good infrastructure and the latest instruments are made available for the students on the campus.
Research and Development	Guidance is given to faculty members to pursue Ph.D. programs, to file IPR, publish research articles, and present research papers at seminars and conferences through the Sanshodhana research series for faculty members.
Examination and Evaluation	Chief Examination officer is appointed for the planning and smooth conduction of online, in-semester, and end semester examinations of the institute under the SPPU guidelines.
Curriculum Development	The institute follows and fulfills the syllabus laid down by the SPPU. The technical gap between the curriculum and the industrial practices the institute runs several programs like scholar club, training and placement programs, etc. The Scholar club is

initiated for the holistic development of outstanding students, by imparting training in the latest technologies and professional skills. The Dean Talent Development Corporate Relations conducts various training for personal and professional development placement. With a dedicated team of soft skill and aptitude trainers, the talent management cell facilitates the required training to students for "job-readiness".

Teaching and Learning

Institute calendar and departmental academic calendars are designed to plan at the start of every semester several academic activities. The Head of the department, Academic Monitoring Committee, and academic coordinators monitor and enhance the teaching-learning process by performing the academic audits on a regular basis. A monthly academic report comprising of the syllabus coverage, Continuous Internal Evaluation, execution of academic planner, and lectures conducted are also prepared by department academic coordinators and submitted to Institute level coordinator through HOD for corrective measures. The Principal conducts monthly meetings with the academic monitoring committee (AMC) and reviews the academic planning, execution, and suggests necessary activities to be implemented for improvement. The monitoring committee also observes the schedules mentioned in the institute and department calendar related to curricular and co-curricular activities. AMC maintains uniformity regarding the implementation of academic policies in each dept. To monitor the regularity and improvement in the teaching-learning process, the CIE system was introduced. The term work policy comprising the evaluation criteria such as students' academic improvement, completion of assignments, attendance, performance in tests, and other activities were decided and conveyed to all students at the beginning of the semester. One to one assessment and review is discussed with the students.

Admission of Students

The students are admitted to the institute through the guidelines laid down by the DTE after qualifying in

several entrance exams namely CET, CAT, etc.

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

E-governance area	Details
Planning and Development	Governance in Planning development is achieved by Academic module which includes: Subject Teacher Mapping Session Plan Timetable Planning Session Completed Report Student Attendance Report Defaulter List
Administration	Governance in Administration is achieved by HR Administration Module which includes: HR functions such as Employee Role creation Leave Management Inventory Management Biometric attendance integration.
Finance and Accounts	Governance in Finance Accounts is achieved by Finance Module which includes: Fees Structure Creation Fees Allotment as per Category Fees Payment Outstanding Report Fees Collection Report.
Student Admission and Support	Governance in Student Admission Support in ERP is achieved by Student Academics Module which includes: Online Admission Online Payment E-Certificates such as Bonafide Certificate etc. Class Division Allocation I-D Card Generation Student Promotion Demotion. Assigning Mentors
Examination	Governance in Examination is achieved by Exam Module which includes: Online Exam Scheduling Question Bank Creation Randomization of Question Instant Exam Report

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
2019	Prof.Smriti Sahoo	National Entrepreneurship conclave	Nil	750
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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	Title of the administrative training	From date	To Date	Number of participants (Teaching)	Number of participants (non-teaching)
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	programme organised for teaching staff	programme organised for non-teaching staff			staff)	staff)
2020	Microsoft Teams Training	Microsoft Teams Training	14/04/2020	14/04/2020	90	11
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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
Training on Solar PV System Installation	1	01/06/2019	09/06/2019	9
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
55	81	28	49

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
<p>Gratuity is payable to employees after five years of permanent service. All staff members are eligible for this benefit. In Employees provident fund as per government rule maximum of twenty three hundred fifty rupees are credited to employees PF account and equal amount is contributed by employee. 8.33 of employers contribution goes to PF pension scheme and remaining in employees PF. All staff members are eligible for this scheme. Ninety days maternity leave is applicable with full pay. Extra ninety days if leave available is granted or without pay. Mediclaim health facility is available for staff</p>	<p>Gratuity is payable to employees after five years of permanent service. In Employees provident fund as per government rule maximum of twenty three hundred fifty rupees are credited to employees PF account and equal amount is contributed by employee. Ninety days maternity leave is applicable with full pay. Extra ninety days if leave available is granted or without pay. Mediclaim health facility is available in the list of hospitals with their father, mother, wife, son, daughter. Higher education facility is available so as to take admission for higher education in the group of institutes. Ambulance is available in campus for</p>	<p>Ambulance is available in campus for twenty four hours in case of emergency hospitalisation. Also first aid box with necessary pharmaceuticals available in each department. Institute have facility of Gym for physical fitness. Every year, institute Celebrates Navratra Utsav and Ganesh festival, krushna janmashtami utsav. Earn and learn scheme is available.</p>

members, in the list of hospitals with their father, mother, wife, son, daughter. Higher education facility is available for staff so as to take admission for higher education in the group of institutes. Ambulance is available in campus for twenty four hours in case of emergency hospitalisation. Also first aid box with necessary pharmaceuticals available in each department. Childrens of employees can take admission in Indira Group of Institutes. Children care take room is available at hostel for new born baby of female employees. Special appreciation from Chairperson for staff member who complets PHD. Chairperson started care club for all employees and takes care of their personnel and professional issues. Institute promote teaching staff to participate in workshops/ seminar/conferences and pay the charges also. Institute have woman cell committee to take care of woman's health issues. Institute organises professional drama every year during Ganesh festival. On account of woman's day, chairperson organises picknik for women employees. Institute have facility of Gym for physical fittness. Institute organises cricket matches under Shankar Wakalkar Trophy for Indira Group of Institute employees. On occassion of Diwali festival, chairperson organises Laxmi Poon

twenty four hours in case of emergency hospitalisation. Also first aid box with necessary pharmaceuticals available in each department. Childrens of employees can take admission in Indira Group of Institutes. Children care take room is available at hostel for new born baby of female employees. Chairperson started care club for all employees and takes care of their personnel and professional issues. Institute have woman cell committee to take care of woman's health issues. Institute organises professional drama every year during Ganesh festival. On account of woman's day, chairperson organises picknik for women employees. Institute have facility of Gym for physical fittness. Institute organises cricket matches under Shankar Wakalkar Trophy for Indira Group of Institute employees. On occassion of Diwali festival, chairperson organises Laxmi Poon festival.

with lunch for all employees. Every year, Institute Celebrates Navratra Utsav and Ganesh festival.

6.4 – Financial Management and Resource Mobilization

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

Our Society has maintained a very transparent financial system in the Institutions. The college conducts the internal as well as external/statutory financial audits regularly. An internal approval system for all expenses is in place. Accordingly, a bill/voucher is recommended by the Head of the Department and are approved by the Principal. A proper record of all the expenses is maintained by the accounts department. The internal financial accounting is completed every month. The internal auditor appointed by the institute cross-checks and verifies Books of Accounts (Bills/Vouchers, Bank Reconciliation, etc.) and also finds out the shortcomings/errors. These errors and/or shortcomings are explained to the institute Accountant and the principal by the Internal Auditor. The errors/Shortcomings in the accounts are rectified as per the instructions of the internal auditor immediately. For external/statutory audit Institute has appointed Chartered Accountant M/s Shashank Patki and Associates. They visit the institute twice every year for external audit and checks the books of accounts and then prepares his audit report audited statements which is presented to management. The shortcomings and errors/rectifications in the audit are enlisted in the report of the external/Statutory auditor's report. Finalization of the account is completed and audited statements are prepared signed by the Principal, and chartered accountant. So far, no major objections are found in the audit by the statutory auditors, and minor audit suggestions are compiled as per the procedure.

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
Tech Merger Enterprises Pvt. Ltd	3000	MAVERIX FEST (Mechanical)
No file uploaded.		

6.4.3 – Total corpus fund generated

3000

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 Members
Administrative	No	Null	Yes	IQAC Members

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

1. Parent Teachers Meet (PTM): The parent-teacher meeting serves as a connecting connection between parents and teachers as the parents know how the ward acts and does at home while the teachers are aware of their college actions. The meeting of parent-teachers is arranged between parents and teachers to address the success of students in education. A meeting is arranged

for their low attendance and to discuss about their problem areas and academic progress. It was conducted on 31st August 2019 in SEM I and 29th Feb of 2020 in SEM II. These meetings can also be a fantastic way of bridging the gap between parents and teachers in communication. The parents will express their questions to the teachers on where they believe their wards are hampered by growth and development in what areas.

2.. Departmental Academic Advisory Committee (DAAC): DAAC committee is being formed for the smooth working of academic administrative part of the department. It consists of 7 members, including HOD, Next to HOD, one academic expert, one industry expert, alumni, student, and parents. Industry expert academic expert are supposed to analyze the scenario of the department thoroughly and can put forward the suggestions. DAAC was conducted for bringing industry standards in academics in order to bridge the gap between industry and academics. It is arranged for improving the department by its structure and its academics by understanding the current and former students need by their parents and alumni respectively.

3.Feedback from Stakeholders (Parents): In any field, feedback is a perfect way to analyze and develop weaknesses in that field. Its role in the process of teaching and learning is of paramount importance. Input from students: input from students on teaching, whether they have learned the concepts being taught or not or any general issues they face, helps teachers and administrators develop the system. So, timely input from students on a regular basis is a must. Feedback was collected on the day of Parent-teacher meetings. Based on the opinion of the stakeholders, further action is taken by the feedback committee.

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

1. Smart Board usage in Teaching Learning In each classroom all over the country, Smart Boards are being installed because this amazing technology not only enhances the way teachers teach, but it also enhances the way students learn. It can provide students with an enriched learning experience by projecting visual elements. It also makes differentiated learning much easier because teachers are able to accommodate different learning styles. The Training program enabled participants to use a tool which is an interactive whiteboard packed with various features in the teaching-learning process to improve teaching-learning for inculcating a better understanding of the concept among students. The program is conducted on 25/01/2020 for teaching staff.

2. A training session on using MS Teams Microsoft Teams is incredibly straightforward and user-friendly. Microsoft Teams is a persistent chat-based collaboration platform complete with document sharing, online meetings, and many more extremely useful features for business communications. The training program help staff to use a virtual environment during teaching-learning by using various features provided by MS-Teams. The program is conducted on 14/04/2020 for teaching virtually.

3. Special sessions conducted by faculty members on technical and non-technical topics The most important 'agent of change' in 'Knowledge Society' is the teacher. The twenty-first century presents a radically different economy and society, which is likely to have profound implications on Technical Education and Training The activity is conducted not only to inculcate and enhance the new skill set amongst faculty members but also improve knowledge on various technical as well as the non-technical field.

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

1. Staff Development Cell The teacher is a professional that teaches all other professions. So the faculty development program is essential to achieve the organization's major and long-term goals. Any Institute's future depends on their faculties and who in turn depend on the knowledge, skills, expertise, and motivation. Development and training is a continuous and systematic process. It aims for the overall holistic development of staff through different welfare schemes. It also provides a channel for an increase in interaction with each

other for the benefits of staff. 2. Art Club In addition to their academic schedule, the Art Club provides support and enrichment for all students looking for an artistic outlet after classes. The Art Club strives to promote inspirational art, while providing equal opportunities for all students to contribute to the college through their artistic talents. 3. ISTE Chapter and Activity With the slogan of Career Development of Teachers and Personality Development of Students and the overall development of our Technical Education System, the Indian Society for Technical Education (ISTE) is the leading national professional non-profit organization for the Technical Education System in our country. ISTE's main goal is to provide teachers with quality instruction for the timely upgrading of expertise in their particular field. It also offers a forum for the growth of personalities and the development of skills. 4. College Magazine committee This Committee consists of members of the teaching team, which encourages students and staff to invite original papers, academic studies, cartoons, short stories, jokes and translations, collections, and reproductions. It scrutinizes them and selects relevant publication posts. In this activity, students are also active. Capitulatate phrases for readers of all tastes. It showcases the literary expressions, social awareness, and recognition to all academic and extracurricular activities achievers.

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	No

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
2020	FDP on R Programming	11/05/2020	11/05/2020	15/05/2020	367
2020	FDP on QCAD	18/05/2020	18/05/2020	22/05/2020	242
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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
Womens Day Celebration	14/03/2020	14/03/2020	62	6
ISTE Staff Training	29/02/2020	29/02/2020	33	49
IQAC Training	25/01/2020	25/01/2020	38	57
Women Cell Committee Session	05/12/2019	05/12/2019	62	Nil
Solar	01/10/2019	01/10/2019	66	49

Workshop				
R & D Armament Electronics	24/08/2019	24/08/2019	32	46
GATE Awareness session by Competitive Cell	18/07/2019	18/07/2019	37	49

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
Nil

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Provision for lift	Yes	Nil
Ramp/Rails	Yes	Nil
Scribes for examination	Yes	Nil
Rest Rooms	Yes	Nil

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
2020	Nil	Nil	Nil	Nil	Nil	Nil	Nil
View File							

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

Title	Date of publication	Follow up(max 100 words)
Code of Conduct	10/01/2019	http://indiraicem.ac.in/NAAC-ICEM

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Gurupoornima Celebration	16/07/2019	16/07/2019	65
View File			

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

Plastic-free campus Management encourages use of non-plastics items in the campus. Time to time notifications are circulated through an emails regarding the same. Usage of plastic water bottles is limited. To keep the campus plastic free use of stainless steel material and reusable material is preferred over poly bags and disposable glass, plates etc. NSS cell carry out the various awareness program like Anti-plastic drive, "Vasundhara "every year. Paperless

office Almost all the tasks are online in the Institute. It has ERP system (website mobile APP) and outlook for all the inter office communications which reduces the paper work. In addition to that we encourage our vendors to send purchase orders and invoices via email as PDFs. Student's attendance is also marked online. Every notification is circulated through ERP. We discourage printing by limiting the number of documents allowed to print per employee. Separate printing register is maintained in every department. Green landscaping with trees and plants Energy conservation activities are always motivated and chased by the management of ICEM-IGI to nurture and sustain the environment. The institute has adopted several energy saving measures like switching off the lights, fans and electronic equipment when not in use, switching off the inverter of UPS system after office hours. Hostel power is also shut down for 2-3 hours daily during college hours of the students. . The college periodically issues instructions for the same which contributes up to a certain extent for the conservation of energy Institute has a NSS cell which persistently carries out Tree plantation activities. Under "vanmahostava" activity from 3rd July 2019 ICEM has planted over 2500 plants in an around campus. Every year "Green Day "is celebrated in Institute's annual event "Avishkar". "Ozone Day" and "Save Water Drives" are also a part of this event in our institute. Institute is cognizant of the need for keeping the campus green and eco- friendly. The greenery of the campus is maintained extensive green coverage has been created. The extensive growth of trees in the campus is ample proof of the intent of the Management to make the campus eco-friendly. A dedicated team is employed by Institute for maintenance of the garden and sewage plant. Public Transport, Pedestrian friendly roads Institute provides Bus facility for students and staff members from almost every corner of the vicinity. Remaining staff members and students those are residing at same location share their vehicle to reach college which in turn saves fuel. The college has convenient connectivity to the city through public transport as well. Students who stay nearby college use pedestrian friendly roads to reach the institute and limiting the use of personal vehicles to save environment. Waste management: Institute carry out the isolation of Solid Waste and its effective management. Dust bins have been placed at strategic locations throughout campus

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. Mentoring 1.1 The Context A mentor is someone who allows you to see the hope inside yourself. It has been observed that counselling is found necessary for slow learners, students who could not express themselves because of language problems and lack of confidence, those with maximum back logs and also occasionally for those who have some personal issues. Institute believe in individual development and empowerment of every student so the mentoring process is implemented in our college. 1.2 The Practice Each mentor is assigned with a batch of students who focuses on supporting the growth and development of the each mentee. The students are mentored since from the day of admission. During mentoring personal, academic and all other problems are discussed and all possible help and solutions to those problems are provided. Mentees share their goals and fears openly with their mentors and then mentor motivate them to achieve, shape those goals and overcome the fears. During first year faculty from Department of Basic engineering are identified as mentors. The student can meet his/her mentor and share his/her problems and seek guidance. From second year onwards, students move to their respective departments and hence one of their department faculties is nominated as a mentor, who will be mentoring them during the next 3 years. The mentor keeps a complete record of the student's personal information, previous and present academic performance, co-curricular and extra-curricular activities, accomplishments, interests, weakness etc. The

progress and observations are conveyed through telephonic conversation, SMS, email and personal meeting with parents of the students regularly in order to resolve issues if any. Mentoring session is held every fortnight and during that session academic progress and attendance of individuals is analysed. The parents of defaulters and failure students are being called by the respective mentors. Parents can visualize their ward's progress and attendance online through login ID and password given to them at the time of admission. Each mentor maintains a file of data about his/ her allotted mentees. That data includes personal details of every student like contact numbers of parents, family background, his/her progress till 12th std, personal interests, short term long term goals. It also consists of academic progress data of individual like phase/in-sem exam marks, monthly attendance for theory and practical, extracurricular achievements if any. After each mentoring session remarks are noted in file and necessary actions are taken. Record of phone calls to parents, reason of calling and remarks are also kept in those files. The first year mentors handover the files of the students to their respective departments and a new mentor are being allotted for the successive years.

1.3. Evidence of Success Till date many students are developed through this program. Students openly discuss their problems and implement the solutions provided to them during mentoring sessions. Students get practical advice, support, and encouragement through this practice. They can learn from other people experiences. This program helps them to develop their communication and personal skills which in turn boost their confidence to live the life on both the fronts personal as well as academics.

1.4. Problems Encountered and Resources Required In the initial sessions some students fear to talk, but as time passes students gets open up and share their views. It needs much time to carry out the activity.

----- 2. Liaison with Industry

2.1. Objectives of the Practice

1. To establish long term association with Industries.
2. To bridge gap between the syllabus and industrial practices.
3. To expose the students to industrial environment through in-plant training, internships, field visits etc.
4. To establish rapport with industries for taking up projects.

2.2. The Context Curriculum of the courses is not updated frequently and has constraint of newest industry trends. Hence students are taught the latest technologies covered in syllabus and beyond syllabus. Content beyond syllabus should be covered through additional expert lectures from industry resources to make students industry ready. To facilitate the teaching process of updated courses and have exposure to industry, it is required that the faculty members liaison with the industry on a regular basis. Industry in-plant training and projects with collaboration are prime focus to bridge the gap between syllabus and practical knowledge. Students can relate the class room teaching with the practical problem skills by doing projects based on industry problem statements. It is intended that the students should have an approach to related technical knowledge from laboratory to Industry.

Professional chapter association benefits students to explore the world of knowledge horizon through platform of competition, workshops etc.

2.3. The Practice Students are provided learning of technical subjects prescribed in syllabus with regular practical sessions to implement theoretical concepts. Expert lectures and workshops are organized for the students by the Industry representatives to prepare them with content beyond syllabus. Students are provided Value Added Programs comprising of additional lectures on personality grooming and technical subjects. Students are provided with certification programs on latest industry trends of different domains to enhance their skills and to compete with the global market which help students to strengthen their resume. Student from rural area are groomed and updated as per industry standards, to cater these need expert lectures, soft skill training and aptitude training is provided. Every faculty visits industry once in a month with group of students. Regular industrial visits for the students are planned to give them exposure to the industrial applications and technologies. Students

are connected with the industries for in-plant training for a duration ranging from one month to one year, where the students get hands-on experience. Final year students work on the problem statements given by the industry in the form of industry sponsored projects. Institute have MoUs with core and other industries to provide benefits of technical sessions, sponsored projects and industry Visits. Professional chapters of technical societies exist in the institute which guides the students for professional development in their domain of interest. This professional chapter involve the participation of Industry experts. Pre-planned activities of technical enrichment are conducted throughout semester as per academic calendar. Short term training programs and workshops are organized to groom students for additional certifications. Institute have Centre of Excellence in association with Industry. 2.4. Evidence of Success As students get practical exposure in industry, there is increase in the confidence level of the students. In last five years more than 200 students went to industries for in-plant training for a period of one year during their study. More than 1000 students undergo internships in industry and about 500 students completed industry sponsored projects. Every year students are provided with industrial visits. Till date 1000 Industrials has been visited by the 5000 students. Due to rapport with the industry leads to the increase in the mutual collaboration of the institute with the industry which has resulted in 30 MOU's signed. More than 80 faculty members got exposure to the industry due to the one faculty one industry initiative. Industry got the opportunity to share their industrial practice with the students in the form of expert lectures. Students are benefited with more than 100 technical sessions under value added program. Students get national and international certification on latest domain specific industry trends. Till date 500 students have got the advantage due to this certification. Institute have organized more than 50 workshops and also collaborated workshops with the professional entities. Due to rich industry exposure student get opportunity to participate and win several national level competitions. Such practices at the institute help student to solve real life problem of the industry which leads to enhance their technical, management and leadership skills. All the above activities lead to the overall grooming of the students and produce more ethical engineers and professionals. All these efforts lead towards the better development of the students and thereby the placement scenario has been improved every year. 6. Problems Encountered and Resources Required Due to infrequent syllabus revision and technological limitation in curriculum increases knowledge gap which require more efforts to meet with industry standards. Students are from rural area which required additional efforts to groom them by providing technical, soft skill and aptitude training on regular basis and make them industry ready. University Syllabus restricts number of months for internship due to which long time internship is not possible. Institute is situated in rural area which has limited public transport and connectivity restricts students to stay back in campus for longer hours to do experiments and extracurricular activities. In case of specific manufacturing needs during the student competition, students have to outsource the manufacturing to the industry. This creates an opportunity for the students to interact with the industry, but at the same time crucial time is lost since the academics is going on at the same time. The scope for even better interaction of the students and faculty with the industry is restricted due to the inherent examination pattern of the university, which has in-semester and end-semester examination system.

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

<http://indiraicem.ac.in/NAAC-ICEM>

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

7.3 Institutional Distinctiveness 7.3.1 Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust Talent Management Cell The Talent Management cell is one of the most distinctive features of Indira College of engineering and Management (ICEM). The Talent Management cell works under the Training and Placement Department of the institute. It is a team of Soft-Skill and Aptitude trainers which trains the students of Engineering, MBA and MCA domain. The institute provides these trainings entirely free of cost to the students. The institute is situated in a countryside due to which the majority of the intake students belong to the surrounding rural areas. These students didn't have the opportunity of growing up in English-speaking schools. Our objective at Talent Management is to make these students "job-ready" by training them on their communication skills from the basics. In today's era of globalization, one requires communication skills and soft-skills along with strong technical skills to get a job, one requires to make advancement in his/her career. Technical skills might fill up the jar with ornaments but soft skills shape the jar to make it look finished and polished. A person with requisite soft skills knows the art of carrying oneself flawlessly through all difficult situations: professional vis-à-vis social. Having soft skills is the gateway to success in today's competitive world. The Talent Management team is determined to facilitate the transformation of young, questioning minds into confident and sophisticated solution-seekers, who can function in teams, collaborate and communicate effectively with other individuals and become leaders in their niche industry. The team of Talent Management prepares students on various selection processes of the corporate world- specifically Group Discussions and Personal Interviews. We identify the required skill gap of the students for the elite top-notch companies through various classroom activities conduct trainings on connecting the skill-gap and also help students enhance the pre-requisite skills in them. Since the majority of students in the institute belong to the rural backgrounds, the effective English speaking skills and Mother Tongue Influence (MTI) have always been the major challenges in imparting soft-skills training. Therefore the trainings are designed in a customized manner where besides learning English vocabulary and improving English speaking skills, the student is able to shed his/her shyness, hesitation, fear, stress and associated signs that are manifested in the form of fumbling, getting blank and nervousness. Both soft-skills and aptitude trainings are imparted two hours per week to each class along with extra lectures during placements. The soft-skills training starts from the 2nd year where the Savitribai Phule Pune University (SPPU) syllabus is followed. The focus at Talent management for the 3rd year and 4th year students on the first-hand is to fortify their communication where the students are being trained on their grammar, vocabulary, speaking and writing skills. Besides communication skills, the team imparts trainings on the areas of Personality Development, Power Dressing, Body language, Overcoming Shyness, Self-management, Team Building skills Training, Grooming

Provide the weblink of the institution

<http://indiraicem.ac.in/NAAC-ICEM>

8.Future Plans of Actions for Next Academic Year

The institute has proposed various initiatives under various heads as future plan to be observed. 1) Academics: on the academic front, it has been proposed to involve students in activity-based learning under this Micro, Mini and Major assignments brainstormed in-house or outsourced will be allotted to students to work either in a group or as an individual. This is to pave the way for project-based learning in the coming future. 2) Administrative: Under the administrative front it is proposed to cater to the various student section services with

defined time limits for example the students will get the Leaving certificate on the same day of application. If any student has applied for the bonafide certificate he shall get the same within 2 hours. 3) Grievance: To address student grievances a special helpdesk will be created where students are supposed to drop a mail, upon receiving the mail the student grievance is to be addressed within 24 hours. 4) Overall Growth: To groom the students in varied life aspects the institute has proposed ICEM Club activities under these various clubs will be inaugurated to cater to the various technical, psychological and artistic needs of human personality. It is expected to explore and exhibit the hidden talent among the students. The various club activities proposed are classical music, Fashion club, Film club, Drama Club, Dance club, Photography and Video shoot club, Trekking and Nature club, Food club, Singing and Music club, Python Language club, Structural Design Club, Energy Club, Festive club. Such different clubs will function and will organize activities on weekly basis. The overall intention is to sharpen the skillsets. 5) Under the corporate social responsibility, it is proposed to enhance the social activities like exposing the secondary school students for technology developments in various villages from Maval Tahasil. The second agenda is to create awareness among the villagers for saving the Girl Child which is a National Mission. The Last agenda under this head is to raise the consciousness of villagers towards addiction-free society etc. 6) Under socio-economic head with the consent of institute management, either of the two initiatives is proposed. Either to develop power from solid waste generated at the institute by deploying a Bio Gas plant or to save the overall electrical consumption of the institute replacing the fluorescent lamps by energy-efficient LED lamps.