



## YEARLY STATUS REPORT - 2020-2021

<b>Part A</b>	
<b>Data of the Institution</b>	
<b>1.Name of the Institution</b>	INDIRA COLLEGE OF ENGINEERING AND MANAGEMENT
• Name of the Head of the institution	Sunil Bhimrao Ingole
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	02114661565
• Mobile no	9422340370
• Registered e-mail	principal@indiraicem.ac.in
• Alternate e-mail	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, Talegaon
• State/UT	Maharashtra
• Pin Code	410506
<b>2.Institutional status</b>	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Rural

• Financial Status	Self-financing				
• Name of the Affiliating University	Savitribai Phule Pune University				
• Name of the IQAC Coordinator	Dr. Sunil B. Ingole				
• Phone No.	0211461565				
• Alternate phone No.	02114661521				
• Mobile	9422340370				
• IQAC e-mail address	principal@indiraicem.ac.in				
• Alternate Email address	sbingole1@gmail.com				
<b>3.Website address (Web link of the AQAR (Previous Academic Year))</b>	<a href="https://indiraicem.ac.in/NAAC-ICEM">https://indiraicem.ac.in/NAAC-ICEM</a>				
<b>4.Whether Academic Calendar prepared during the year?</b>	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://indiraicem.ac.in/NAAC-ICEM">https://indiraicem.ac.in/NAAC-ICEM</a>				
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B++	2092	2019	15/07/2019	14/07/2024
<b>6.Date of Establishment of IQAC</b>			16/08/2017		
<b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>					

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Vijay Saini	ASPIRE Research Mentorship Program	Savitribai Phule Pune University	2019 2 Years	200000
Sujata Deo	ASPIRE Research Mentorship Program	Savitribai Phule Pune University	2019 2 Years	180000
<b>8. Whether composition of IQAC as per latest NAAC guidelines</b>		<b>Yes</b>		
<ul style="list-style-type: none"> <li>Upload latest notification of formation of IQAC</li> </ul>		<a href="#">View File</a>		
<b>9. No. of IQAC meetings held during the year</b>		<b>3</b>		
<ul style="list-style-type: none"> <li>Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>		<b>Yes</b>		
<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>		No File Uploaded		
<b>10. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>		<b>No</b>		
<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>				
<b>11. Significant contributions made by IQAC during the current year (maximum five bullets)</b>				
OBE Audit				
Examination Regulation Awareness				
proposed playground and campus beautification				
Transport facility proposals finalized				
Scholarship scheme				

12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year	
Plan of Action	Achievements/Outcomes
Quality Academic Delivery with ICT tools	Classrooms fitted with Hardware like webcam, headphones speakers for effective academic delivery
Close academic monitoring	Monitoring through online data feeding
13. Whether the AQAR was placed before statutory body?	
Yes	
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	
Name	Date of meeting(s)
General Body Meeting	18/12/2020
14. Whether institutional data submitted to AISHE	
Year	Date of Submission
yes	27/01/2022

## Extended Profile

### 1. Programme

1.1 382

Number of courses offered by the institution across all programs during the year

File Description	Documents
Data Template	<a href="#">View File</a>

### 2. Student

2.1 1413

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

2.2 180

Number of seats earmarked for reserved category as per GOI/ State  
Govt. rule during the year

File Description	Documents
Data Template	<a href="#">View File</a>

2.3 482

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	<a href="#">View File</a>

### 3.Academic

3.1 75

Number of full time teachers during the year

File Description	Documents
Data Template	<a href="#">View File</a>

3.2 72

Number of sanctioned posts during the year

## Extended Profile

### 1. Programme

1.1	<b>382</b>
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

### 2. Student

2.1	<b>1413</b>
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

2.2	<b>180</b>
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

2.3	<b>482</b>
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

### 3. Academic

3.1	<b>75</b>
Number of full time teachers during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

3.2	72
Number of sanctioned posts during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

<b>4.Institution</b>	
4.1	24
Total number of Classrooms and Seminar halls	
4.2	489.04
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	557
Total number of computers on campus for academic purposes	

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The Institute is affiliated and follows the curriculum prescribed by SPPU. Institute prepares the institute calendar in line with the SPPU academic calendar and the departmental academic calendar is prepared in reference to the Institute calendar.

The institute follows the practice of calling subject choices each semester and based on choices received the academic load is allotted and distributed among all faculties of the department.

Institute follows the outcome-based teaching-learning process, and the Institute has a structured action plan for the effective implementation of the curriculum. The head of the institute conducts a common meeting with all teaching and non-teaching staff before the commencement of each academic term to discuss the academic delivery plan.

Institute has adopted advanced teaching pedagogy & ICT tools like

NPTEL, Video lectures, Project-Based Learning, and participative learning for enhanced teaching-learning experience. The curriculum delivery is supplemented with expert lectures, seminars, mini projects, industry-sponsored projects, industry visits and internships, case studies, e-learning, technical quiz, etc.

The Institute follows a transparent and robust mechanism for internal assessment. The Schedule of internal, external, and project examinations are displayed on the notice board as well as on the digital board.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	Nil

#### 1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The institute calendar prepared in accord with the SPPU calendar mentions the start and end dates of teaching, plan for unit tests, in-semester, online phase, and end-semester examinations, project reviews, practical - oral examinations, curricular, co-curricular, and extra-curricular activities planned by the institute.

The departmental calendar includes the plans to conduct continuous internal evaluations, mock practical /oral examinations, submission schedules, unit tests, and internal test schedules along with SPPU examination dates.

The academic monitoring committee(AMC) takes a periodic review of each department to ensure timely conduct of CIE-related activities. The project and seminar work of students is monitored on a regular basis (monthly / bi-monthly) and is part of the academic calendar.

To be able to have continuous Internal Evaluation as a regular part of practice all faculties prepare their plan to conduct lab work and assess the lab work related submissions and assignments on weekly basis and the evaluation is entered in the CIE sheet. The CIE sheet is composed of parameters like internal tests, unit tests, regular assignment and lab work submission evaluation, mock oral, and practical assessment details to be able to evaluate students on regular basis and to help the faculties to assess the



**overall performance.**

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	Nil

**1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University**

**B. Any 3 of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	No File Uploaded

**1.2 - Academic Flexibility**

**1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented**

**1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented**

**5**

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

**1.2.2 - Number of Add on /Certificate programs offered during the year**

**1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)**

3

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

**1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year**

752

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

**1.3 - Curriculum Enrichment****1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum**

The SPPU curriculum followed at the institute integrates cross-cutting issues such as Gender, Environment and Sustainability, Human Values through the courses like soft skills, Professional Ethics and etiquette, leadership, Cyber Security, Foreign Language- Japanese, Digital and Social Media Marketing, Water Management such audit courses are offered.

Institute adheres to the admission procedure prescribed by the DTE, Maharashtra for the reservation of male and female students. The Institute has a Grievance Redressal cell, a Women's cell to handle the various issues like women's rights, safety, and security. Programs are organized at the Institute level to train the female candidates in self-defense and development. To learn a sustainable way of living the Institute organizes Yoga and Stress management sessions.

The NSScell of the Institute aids in developing social awareness among students through activities like tree plantation, Swachata Abhiyan, visiting and donating in orphanage homes, and organizing and participating in blood donation camps every year in rural areas.

Equal opportunity is provided to both male and female students during NSS camp to address varied issues of gender equality.

Professional ethics are imbibed amongst students by encouraging them to participate in professional activities like Conferences, Workshops, and Technical events.

File Description	Documents
Any additional information	<a href="#">View File</a>
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	No File Uploaded

### 1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

5

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	<a href="#">View File</a>

### 1.3.3 - Number of students undertaking project work/field work/ internships

111

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

#### 1.4 - Feedback System

<b>1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni</b>	<b>B. Any 3 of the above</b>
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File Description	Documents
URL for stakeholder feedback report	Nil
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	No File Uploaded

<b>1.4.2 - Feedback process of the Institution may be classified as follows</b>	<b>B. Feedback collected, analyzed and action has been taken</b>
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File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	Nil

#### TEACHING-LEARNING AND EVALUATION

##### 2.1 - Student Enrollment and Profile

##### 2.1.1 - Enrolment Number Number of students admitted during the year

##### 2.1.1.1 - Number of students admitted during the year

388

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

**2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)**

**2.1.2.1 - Number of actual students admitted from the reserved categories during the year**

77

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The institute has started to identify the learning levels of beginners through prerequisite tests and their past performance. For subsequent years it is classified on the basis of their previous examination results and assessment by individual faculty. Based on these evaluations, students are categorized as slow learners & advanced learners.

Taking into account students' requirements through mentor-mentee meetings and discussion in departmental meetings, distinctive efforts are taken to improve the performance of slow learners and advanced learners are guided to hone their skillsets for their professional growth.

The Institute monitors the progress of the students and lays the pavement for overall development through a mentoring program.

One faculty mentor is assigned to every 20 students, and mentoring sessions are conducted at regular intervals. The mentors interact with students to understand specific requirements, and mentos ensure the fulfillment of the same.

The Institute conducts various activities for slow and advanced

learners.

Slow learners:

Extra lectures

Re-test for improvement

Extra practical sessions

Question bank with Model answers

Using audio, visual and practical mode

Advanced learners:

Certificate Courses

Participate in national level summits and competitions

Guidance for higher studies and competitive exams

Guidance to IPR

Participation in incubation cell

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

### 2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
1413	75

File Description	Documents
Any additional information	No File Uploaded

### 2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

To meet the growing technical demands of the industry and to enhance the professional learning capability of the students, faculties have adopted various learning methodologies to make the process interactive and interesting, following practices are followed:

**Blended learning:**

It combines the traditional classroom teaching supplemented with digital media. The

students are provided with study material like NPTEL videos, and online courses for skill enhancement.

**Experiential learning:**

The students are guided to experiment in the labs and provide feasible solutions to real-life problems with the lab experiments. Students are encouraged to practice on machines and handle instruments. Students work in industries during summer and winter internships, and carry out mini and industry-sponsored projects.

**Collaborative/Participative Learning:**

Students acquire application-oriented knowledge, through participation in events like Techfest, Smart India Hackathon, project competitions, Industrial visits, seminars, and conferences.

**Case-Based Learning:**

Industrial problems and business case studies of the current scenario are discussed with the students to make them aware of the causes, effects, results, and consequences.

**Design/Project Based Learning:**

Real-time problems are shared with students to develop skill sets in design, analysis, simulation, testing, implementation, and maintenance.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

The Institute has provided platforms during pandemic to keep the learning experience of students unaltered. The Institute created facilities to help the faculties to conduct academic sessions without any interruptions. All faculties have made use of various ICT based tools for teaching and learning process.

Faculties have used tools like MS-teams, Google meet, Zoom and Google classrooms to conduct sessions and to help students to complete the assignments, term work through these platforms.

Almost every faculty created videos and shared them with students to complete the lab work. Faculties have also used virtual labs created by IITs for the demonstration of experiments.

Virtual Industry visits were organized for students through various platforms to bridge the void between theory and current practices. Faculties made use of free wares and open-source software since the computing labs were not accessible to students during pandemics. Numerous guest lectures and expert sessions were also organized in an online mode to keep the students updated on the changing trends in the industry.

The institute initiated virtual vidya sessions to keep the faculties informed of the variety of teaching aids and tools to keep students engaged in the learning process.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	No File Uploaded

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest



completed academic year )

### 2.3.3.1 - Number of mentors

75

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	No File Uploaded
Mentor/mentee ratio	No File Uploaded

## 2.4 - Teacher Profile and Quality

### 2.4.1 - Number of full time teachers against sanctioned posts during the year

75

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

### 2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

#### 2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

14

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	<a href="#">View File</a>

### 2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

#### 2.4.3.1 - Total experience of full-time teachers

544

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

### 2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The institute practices evaluation of students at regular intervals on various fronts. Continuous Internal Evaluation (CIE) comprises of unit tests / online tests / open book tests, assignments, mock oral/practical, and lab work assessments. For lab work, the assessment is carried out weekly and grades/marks of each practical are informed to the students. The final grades/marks of continuous internal evaluation are displayed to students during term-end as a part of transparency.

Seminar & Project work reviews and subsequent evaluations are planned on a monthly basis. Progress reviews are recorded for each student and a final assessment is done by external expert.

The internship of students is monitored diligently by both college guides and industry guides. The logbook comprises of attendance record, daily learning report, and weekly summary which is duly checked by the company guide.

All the above-mentioned mechanism of internal assessment is conveyed to the students in the following ways:

The assessment of all tests and assignments is done immediately and discussed with the students. Oral and practicals are conducted in front of external examiners appointed by SPPU for unbiased evaluation. These assessments are carried out at fixed regular intervals.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

The institute has a well-established examination section and a College Examination Officer (CEO) to coordinate all SPPU exams. The CEO communicates with the exam coordinator of each department for all activities related to the SPPU examination.

The examination section resolves the grievances related to name correction, result withheld, change in time tables, change of electives, barcode issues, provisional admission issues, online internal marks entry issues and carries forward of In-semester/SE online examination marks within the time frame in coordination with University Exam section efficiently.

Online examinations:

During the online examination, questions marked as invalid by students are rechecked and the respective board of studies redresses the grievance.

Theory examinations:

University invites online applications for the photocopy of the assessed answer books. Notice is displayed by the institute to apply for the photocopies of answer sheets online to the university within 15 days of the declaration of the result. After receiving photocopies, if a student is not satisfied with the assessment, he/she may apply to university either for rechecking or revaluation., the correction (if any) are communicated by SPPU to students through the exam section.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

**2.6 - Student Performance and Learning Outcomes**

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

Each department has defined Program Educational Objectives (PEO), Program Specific Outcomes (PSO) in concern with various stakeholders. For each course the learning outcomes are defined by SPPU in the curriculum. The Program outcomes and Course outcomes of the department are disseminated to internal and external stakeholders through the following ways:

Institute website

HOD cabins

Notice Boards

Department Library

Department Laboratories

Course File

Student Information Manual (SIM)

The staff members are therefore well-informed of CO's before the commencement of lectures. The learning outcomes of each subject are also informed to the students by the teachers at the beginning of every academic year during the introductory session of the course.

All newly admitted first-year students is briefed about the institute's vision, mission, and program objectives in the Induction Program.

A soft copy of the student information manual comprising PO, PEO, PSO, course outcomes syllabus, Lecture/practical/tutorial planner, a question bank, assignments, experiments & university question papers is also shared with the students.

The question papers are designed in accordance with the CO's definition and the outcome assessment strategy is well informed to students.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all Programmes (exemplars from Glossary)	<a href="#">View File</a>

## 2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Institute ensures the achievement of learning outcomes by planning, organizing and implementing various curricular, co-curricular and extra-curricular activities.

Course Outcome Attainment is measured through direct attainment and indirect attainment.

1.1 Direct Attainment of CO = 30% of CO attainment through formative assessment tools + 70 % of attainment through summative assessment

Overall attainment of CO = 70% CO attainment from Direct method + 30 % of CO attainment through indirect method

### 1.2 Summative Assessment:

Summative Assessment is the attainments of the theory and practical examinations conducted by the University as per the structure of the curriculum.

### 2. Indirect Attainment:

The course exit survey for each course is taken at the end of the semester to assess the indirect attainment of the course outcomes.

### Program Outcome Attainment:

PO attainment = Overall CO attainment × PO mapping factor

Overall Direct PO Attainment =  $\frac{\text{Sum (Overall CO attainment X PO mapping factor)}}{\text{Sum (PO mapping factor)}}$  Overall attainment of PO = 80 % PO attainment from direct method + 20 % PO attainment from indirect method

**Indirect Attainment:**

Program exit survey

Guest lecture,

Industry visits

Workshops

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	Nil

**2.6.3 - Pass percentage of Students during the year****2.6.3.1 - Total number of final year students who passed the university examination during the year**

482

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

**2.7 - Student Satisfaction Survey****2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)**[Nil](#)**RESEARCH, INNOVATIONS AND EXTENSION****3.1 - Resource Mobilization for Research**

**3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)****3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)****380000**

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

**3.1.2 - Number of teachers recognized as research guides (latest completed academic year)****3.1.2.1 - Number of teachers recognized as research guides**

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

**3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year****3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year****5**

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

<b>3.2 - Innovation Ecosystem</b>	
3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge	
<b>As per the new template this metric is not applicable</b>	
<b>File Description</b>	<b>Documents</b>
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
<b>3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year</b>	
<b>3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year</b>	
51	
<b>File Description</b>	<b>Documents</b>
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>
<b>3.3 - Research Publications and Awards</b>	
<b>3.3.1 - Number of Ph.Ds registered per eligible teacher during the year</b>	
<b>3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year</b>	
0	
<b>File Description</b>	<b>Documents</b>
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	No File Uploaded
Any additional information	No File Uploaded



**3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year****3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year**

18

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

**3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year****3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year**

135

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

**3.4 - Extension Activities**

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

The institute is located near Parandwadi Village. Hence there is lot of scope for the institute to arrange various extension activities for the students in the village and nearby rural areas.

The institute does sensitize students by organizing various activities of NSS Camp, activities related to important day's celebrations, festival celebrations such as Ganesha festival, Durga festival. Considering the importance of health during pandemic situations student driven activities are carried out. Yoga and stress management sessions were also organized.

Various other extension activities include Covid-19 Vaccination Registration Drive, Blood Donation Camp, Digital India Awareness

Campaign, Anti-Superstition Rally, Road Safety Drive, Swachha Bharat Abhiyan, Food Donation to Orphanage home, Tree Plantation, and Health Checkup Camp.

The outcome of this activity is awareness amongst the students about social commitments and responsibilities. This leads to the development of their qualities such as positive-ness during pandemic, time management skills, communication skills, event management, account management and leadership. The outcome of the above said skills leads to improvement in student's physical fitness, reduction of stress level anxiety. Many students have contributed personally over calls or messaging apps to resolve stress / emotional weakness during Covid-19.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

**3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year**

**3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year**

4

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	<a href="#">View File</a>
e-copy of the award letters	No File Uploaded

**3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., ( including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs ) during the year**

**3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

21

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	<a href="#">View File</a>

### 3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

#### 3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

678

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 3.5 - Collaboration

#### 3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

##### 3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

56

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	<a href="#">View File</a>

**3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year****3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year**

5

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<a href="#">View File</a>

**INFRASTRUCTURE AND LEARNING RESOURCES****4.1 - Physical Facilities**

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The Institute fulfills all the regulations of apex bodies in terms of infrastructure and physical facilities. Institute has distinct administrative and academic buildings. The administrative building includes an administration office, library, counseling room, conference room, pantry, and accounts.

The academic building has 30 ICT-enabled classrooms and 56 laboratories as per the curriculum. The institute has 7 tutorials rooms, 1 drawing hall, and a central computing facility.

The institute has 5 seminar halls equipped with an audio and video system, one of which is enabled by a Video conferencing facility and seating capacity of more than 200 persons. In addition to academic and administrative buildings, the workshop is operational with the foundry, welding, machine, fitting, and carpentry shops.

The central library is stacked with around 31000 books, and 11 journals in different specialized areas. The library has a separate reference book section for Handbooks, IS Codes, and Encyclopedia. Library also has a 150-seating capacity reading room. The library is managed with SLIM 21 (3.6.0 version)

software.

The Digital library is equipped with 12 PC with dedicated 100Mbps internet connectivity. The institute has 557 Computers connected to LAN. The entire campus is Wi-Fi enabled with an internet speed of 100Mbps. The entire campus is under camera surveillance with 66 Cameras and 30TB of storage.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The institution has adequate indoor and outdoor sports facilities created. The institute also hosts and participates in various indoor and outdoor events at the institute/university/state level. A separate budget is allocated for sports activities.

The institute has the following facilities:

#### 1. Sports (indoor/outdoor)

Institute has spacious grounds for outdoor sports such as Cricket, Kabaddi, Football,

Volleyball, Handball, Basketball, etc., and facilities for indoor games such as Table Tennis, Badminton, Chess, and Carom are available.

#### 2. Gymnasium

Institute has a fully functional gymnasium run by a Gym Instructor. Facilities available in the gymnasium are adjustable bench press and dumbbells, chromium plates, barbell rods and plates, cross trainers, digital treadmill machines, etc.

#### 3. Yoga activities

Institute regularly conducts yoga sessions. The importance and the benefits of yoga are explained by the yoga experts during their sessions. Institute celebrates 'International Yoga Day every year.

**4. Cultural activities:**

The students actively participate in various cultural activities during the annual social gathering (AVISHKAR) organized by the Institute every year. Students' associations conduct different events to provide a platform to nurture cultural talent in students at the department level. Various festivals and days of national importance are also celebrated by students actively.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

**4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.**

24

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

**4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)****4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)**

393.99

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

## 4.2 - Library as a Learning Resource

### 4.2.1 - Library is automated using Integrated Library Management System (ILMS)

The library is automated through library Management Software SLIM21 (Version 3.6.0). The Library is equipped with OPAC (Online Public Access Catalog). The Integrated Library Management System is used to manage different functions of the library. Library collection can be searched on Intranet using the SLIM21 OPAC module. This software has modules like Acquisition, Cataloging, Circulation, and Serial Control. The acquisition module and cataloging module is utilized for generating accession register reports, adding bulk student record, and updating an item, lending policy, and its status. The circulation module has a book issue, Return, and reserve options. Various reports such as loan borrower, item inventory status, Circulation status summary, item transaction, and operator wise transactions can be generated in this module. SLIM21 helps catalog books, e-books, articles, reports, and serials publications that contain information vital to the institute. SLIM21 cataloging adheres to popular international standards. Similarly, library barcodes are also generated through this module making cumbersome library work simpler, effective, and time-saving.

The library has online e-Journals subscriptions for both staff and students. Institute has created an FTP server of 4TB storage for NPTEL video lectures and e-books so that faculties and students upgrade themselves in respective courses.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	Nil

<b>4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources</b>	<b>A. Any 4 or more of the above</b>
File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>
<b>4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)</b>	
<b>4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)</b>	
0	
File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>
<b>4.2.4 - Number per day usage of library by teachers and students ( foot falls and login data for online access) (Data for the latest completed academic year)</b>	
<b>4.2.4.1 - Number of teachers and students using library per day over last one year</b>	
15	
File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	No File Uploaded
<b>4.3 - IT Infrastructure</b>	
4.3.1 - Institution frequently updates its IT facilities including Wi-Fi	



To fulfill the norms of AICTE and the University the institute has a massive IT infrastructure.

The IT facilities include 2 high-end servers i.e. HP DL380P Gen8 Server & Dell PowerEdge 2950 for managing the computing facilities such as Active Directory Services for user authentication, SCCM for software deployment, Anti-Virus application and SLIM software for Library Management.

The IT Infrastructure comprises of 557 Desktops, 66 Surveillance Cameras, 40 LCD Projectors, 48 Printers, and 29 Wi-Fi Access Points connected to 100 Mbps Internet Leased Line via Layer 2 and Layer 3 Networking Switches.

The Institute network is secured with Intrusion Protection using the latest Unified Threat Management firewall - Sonic-wall and associated security policies.

#### LAN Connectivity:

Connectivity is achieved through 3 Tier Structured LAN architecture. All the end users are connected through a 10/100/1000 base port. Internet is accessed through Internet Leased Line from TATA Teleservices with a bandwidth capacity of 100 Mbps and contention ratio of 1:1.

#### Computing facilities:

Computer Labs are equipped with software like Matlab, Mastercam, Catia, Auto CAD, Staad Pro, Etabs, Xilinx, Multisim Edu & Visual Studio. Database software such as Oracle 11g and My SQL are also installed.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

#### 4.3.2 - Number of Computers

557

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	No File Uploaded

#### 4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	No File Uploaded

#### 4.4 - Maintenance of Campus Infrastructure

##### 4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

##### 4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

107.99

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The institute adopts standard established systems and procedures for maintaining the physical, academic, and support facilities as mentioned below:

##### Laboratory Maintenance:

The lab assistants report maintenance issues to the lab in charge

and the Head of the Department. The lab assistant then calls 3 or more quotations and a comparison is prepared. This comparative statement along with the requisition form is then forwarded to the Principal office for approval. Postapproval, the maintenance work is assigned to a third party.

#### Library Maintenance:

In the case of binding of the books, bound volume of the journals the maintenance work is carried out by the Librarian through external agencies by taking approval from the Principal & Library automation Software is maintained through AMC by an external agency.

#### Maintenance of Computers:

Maintenance of Hardware is taken care of by IT support through mail/ written complaint. If the maintenance issues are beyond the control of the IT support cell, then the external agency is called with prior approval from the Principal.

#### Maintenance of Institute Infrastructure:

The maintenance of civil and electrical is carried out through maintenance requisition forwarded to Dy. admin through the principal office.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

### STUDENT SUPPORT AND PROGRESSION

#### 5.1 - Student Support

##### 5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

##### 5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

904

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

### 5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

#### 5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

1

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>

**5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills**

**A. All of the above**

File Description	Documents
Link to Institutional website	<a href="https://indiraicem.ac.in/home">https://indiraicem.ac.in/home</a>
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

**5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year**

932

**5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year**

932

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees**

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

**5.2 - Student Progression****5.2.1 - Number of placement of outgoing students during the year****5.2.1.1 - Number of outgoing students placed during the year**

70

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	<a href="#">View File</a>

### 5.2.2 - Number of students progressing to higher education during the year

#### 5.2.2.1 - Number of outgoing student progression to higher education

13

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

### 5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

#### 5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

0

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	<a href="#">View File</a>

### 5.3 - Student Participation and Activities

**5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year**

**5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

0

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	<a href="#">View File</a>

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms )

Student Council at the Institute is constituted as per the Maharashtra State Act as per Section 40 (2) (b) of Maharashtra Public Universities Act,1994. Various committees function along with the student council which consists of male and female student representatives to engage in the policy decision-making process.

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, and academic activities, and to make specific recommendations concerned with teaching-learning, academic courses, etc.

2. Grievance committee: This committee addresses student grievances and maintains harmony and discipline among the students.

4. Anti-Ragging Committee: This committee ensures zero ragging incidents in the Institute.

5. IQAC: Student representatives of IQAC cells participate in

quality initiatives for student welfare.

6. **Hostel Committee:** The team keeps check on the hostel infrastructure, discipline, quality of the food, and housekeeping issues.

7. **Cultural Committee:** organizes various cultural activities throughout the year.

8. **Sports Committee:** This Committee organizes annual sports events and encourages student participation at Institute/University/State/national level.

9. **NSS:** This Committee is active in carrying out different social and extension activities at the institute and neighborhood.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

**5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)**

**5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year**

4

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template)	<a href="#">View File</a>

**5.4 - Alumni Engagement**

5.4.1 - There is a registered Alumni Association that contributes significantly to the development



of the institution through financial and/or other support services

Institute has an alumni association Indira College of Engineering & Management Alumni Association registered with Charity Commissioner, Pune, with Registration No. MAH/ 1582/ 2011/ Pune, dated 26/08/2011.

The objective of the association is to support the institute's vision through alumni. Alumni in this view Annual alumni meet is organized by the alumni association every year and provides an opportunity to interact with the alumni and seek guidance in career progression, employment opportunities, and current trends in industries.

Alumni engagement is done through various social media platforms. Alumni are members of the College Development Committee, IQAC, 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. The alumni actively participate as judges in various technical and non-technical competitions held at 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 helps the institute make reforms in many student-centric activities.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

**5.4.2 - Alumni contribution during the year (INR in Lakhs)**

**E. <1Lakhs**

File Description	Documents
Upload any additional information	No File Uploaded

## **GOVERNANCE, LEADERSHIP AND MANAGEMENT**

### **6.1 - Institutional Vision and Leadership**

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of

the institution

### Vision

The institute envisions to develop itself into a center of academic excellence in the field of Engineering and Management. Education in order to develop future technocrats and managers having the right knowledge, skill, and attitude to serve the society and industries to fulfill their ever-changing requirements.

### Mission

To train our students to become the best Engineering Entrepreneurs today, who will lead the organizations successfully into the future; locally, nationally, and globally.

To provide an environment that fosters continuous improvement & innovation with related technical support & facilities to enhance student and faculty effectiveness.

To provide programs focusing on the holistic development of the individual.

The prospective plan of institute is set by Governing Body (GB), College Development Committee (CDC), Department Academic Advisory Committee (DAAC), and Internal Quality Assurance Cell (IQAC).

GB sets out a long-term plan and also decides the short-term goals. The CDC lays the foundations of each initiative and incremental steps to be taken. DAAC sets the academic goals and suggests means to achieve the goals. IQAC ensures that all the developments and process reforms are being practiced while keeping eye on the quality.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The institution believes in a decentralized administration. The Principal regularly calls the meeting of the head of the

departments for planning and execution of academic and administrative activities. The head of the department manages departmental activities by assigning different portfolios to faculties in the department.

The decision suggested by faculties in the department meetings is conveyed to the management through the principal. The management considers opinions and suggestions made by the staff. This process probes the institutional practices for decentralization and participative management.

Case study: The students staying at a hostel and taking the mess food are part of a routine quality check of services being provided and food being served. These students have their representatives on the hostel committee. In case of any requirements or complaints, the students raise the requirement in the committee meeting which is discussed with the rectors of the hostel, and then it is forwarded to the principal office. The principal office puts the requirement raised in CDC and Governing body meeting which is approved either regular budget head or contingency budget in concern with accounts and finance head. The proposal is then sent for approval by the chairperson for final execution.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The management has perspective plans to convert the Institution's vision into reality. Institute has taken noticeable steps for the development and deployment of perspective plans.

1. Addition of professional courses
2. Outcome-Based Education
3. Developing new sports facilities
4. Innovation summit

5. Incubation center
6. Foreign university Collaborations
7. Centre of excellence
8. Research & development center
9. Getting accreditations (NAAC & NBA)
10. Permanent Affiliation
11. Autonomous status

#### Successfully Implemented Example: New Sports facility

Institute every year organizes events and participates at Institute/University/State/ National level. Students have grabbed awards and prizes in the various competitions at University, State, and National level sports events. Some of the prominent events where the institute grabbed prizes include the All India Inter-University rifle shooting competition, Inter-zonal Boxing Competition, Inter-zonal Water Polo Competition, etc. Institute has successfully organized SPPU-sponsored Pune District Inter-Collegiate Fencing and Power Lifting competitions. In view of these sports achievements and because of student's demand it was decided to develop a full-fledged cricket ground on the campus. The campus has a fully developed lush green-covered cricket ground with boundaries covered by fencing. The cricket ground is now available for students to practice with all new cricketing gear.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

Institute has well established organizational structure for the smooth conduct of academic and administrative processes. All college activities are governed by Governing Body followed by the

## College Development Committee.

The Principal of the college is the head of the Institute, the principal is aided by the registrar to look out for the administrative part related to students, staff, and correspondence between the institute and apex bodies. The Principal appoints HODs and Deans to drive the academic functions at the department level and various activities at the institute level respectively.

Institute has a Training and Placement cell to conduct various training for personal and professional development & placement.

The Chief Examination officer is appointed for the planning and smooth conduction of examinations of the institute.

IT Support is established to take care of establishing and maintenance of the IT infrastructure of the whole campus. Librarian manages the day-to-day operations of the library.

The Director of Physical education takes care of all sports-related activities. Hostel Rector/Warden: Separate wardens are appointed for the boys' and girls' hostel. Service rules, recruitment, and promotional policies are followed as per directives from AICTE, UGC, and University, which are published in the IGI policy manual.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	Nil
Upload any additional information	No File Uploaded

**6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination**

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user inter faces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

The institution has taken the following effective welfare measures-

- 1) Provident Fund- EPF scheme is applicable to all employees in the institute.
- 2) Gratuity Fund- Gratuity is payable to employees after the completion of five years of permanent service.
- 3) Group Insurance & Medical Assistance- Institute facilitates a group insurance policy. Institute is having a tie-up with hospitals, so as to avail medical treatments.
- 4) Qualification Improvement- Institute promotes employees for higher education by providing leaves and financial assistance.
- 5) Maternity Leave- Maternity Leave of 90 days with full pay is sanctioned for female employees.
- 6) Travel Policy- Institute reimburses expenses incurred for official work.
- 7) Special Allowance- Diwali bonus to class IV employees.
- 8) Sports & Gym Facility- Institute encourages participation in indoor and outdoor games. Institute has a well-equipped gymnasium for employees to maintain physical fitness
- 9) Uniform to Class IV Employee- Institute provide free-of-cost college uniform to class IV employees.

10) Financial Help Institute pays the advance salaries for needy employees.

11) Admission Help to employee's ward-Priority is given to admission in IGI institutes for employee's wards

12) Indira culture-Institute serves tea twice a day to all employees.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

**6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year**

**6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year**

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

**6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year**

**6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year**

20

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>

### 6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

#### 6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

121

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

### 6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

Institute has adopted a Self-Appraisal system for all Teaching and non-teaching staff every year. The self-Appraisalsystem for Teaching Faculty is based on



1. Academics-Course file, Number of lectures conducted, student feedback, result analysis.
2. Co-Curricular activities- Institute level & department level responsibilities, members of organizing committee, project guidance, and Industry-sponsored project, Membership of professional bodies
3. Research Activity-Publication of research papers, Textbook, Reference Books, sponsored projects, Guiding PG & Ph.D. Students
4. Internal Revenue Generation- Consultancy, arranged training, Software application
5. Administrative work- Any specific task, Examination duties
6. Others- Counselling/admission process

The self-Appraisal system for Non-Teaching Faculty is based on

1. Self-evaluation- Pro-activeness, positive response, innovation in work, and qualification improvement
2. Co-curricular Activity- a member of the organizing committee.
3. Administrative Work-Institute level responsibility, department-level responsibility.
4. Others-Admission campaigning, admission reference, and involvement in social activity.

All faculties are expected to fill the Self-Appraisal Report (SAR). The SAR forms are submitted to the respective HOD at the end of each academic year. HODs verify the SAR and with his remark forwards the self-assessment sheet to the Principal.

The outcome: The best part of the SAR is that each staff member becomes aware of self-weaknesses and tries to improve in their weak areas

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

## 6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Indira Group of Institutes has maintained a very transparent financial system in the Institutions. Institutes conduct internal as well as external/statutory financial audits regularly.

At each institute, a fund approval system for all expenses is in place. Accordingly, bills/vouchers verified by the Head of the Department are approved by the Principal, and bills are settled as against advance or reimbursement. 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. The discrepancies (if any) are explained to the institute accountant and the principal by the Internal Auditor. These discrepancies are rectified immediately.

For external/statutory audit Institute has appointed Chartered Accountant M/s Shashank Patki and Associates. They carry out audits twice every year and then present the audited statements to management. The discrepancies (if any) are enlisted in the report for necessary action and review.

The final audited statement of each financial year is reviewed and then signed by auditors and the Principal.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

#### 6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	<a href="#">View File</a>

#### 6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The effective and optimal utilization of finances at the Institute is managed by the financial policy. The institute is a self-financed organization and all financial transactions are carried out from income generated by the institute during the particular financial year.

The annual academic budget is prepared by each academic, admin, and allied-service department. The Head of the Institute compiles all individual budgetary requirements to present as the institutional budget for approval. The budget is reviewed by the management and approved after necessary changes.

The Principal and departmental heads allot budgets as per the priorities to ensure optimum use of available financial resources. The Institute has a standardized procedure for sanctioning funds and settlement of advances. The total expenditure is divided into the following heads

1. Annual maintenance expenses
2. Vehicle Running and maintenance expenses
3. IT support Revenue expenses
4. Academic expenses
5. Non-academic expenses
6. Employee related expenses
7. Educational expenses
8. Other expenses

As per the budgetary provision, the Principal approves the expenses against various curricular, co-curricular & extracurricular activities.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

## 6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

Internal Quality Assurance Cell (IQAC) has ensured the implementation of academic planner and initiated the use of advanced ICT tools, effective implementation of CIE, FDPs, implementation of Outcome-Based Education (OBE), academic audits, etc.

The following are the two significant IQAC initiatives:

**Practice 1: Outcome-Based Education (OBE)** IQAC has arranged two days awareness workshop on the implementation of the Outcome-Based Education system.

OBE review workshop has also been conducted to clarify the doubts of the faculty about the OBE implementation. OBE audit was also conducted to ensure the uniform and effective implementation of the OBE system across all departments. OBE audit is conducted and a review report is shared with everyone.

**Practice 2: Online exam paper setting**

During the pandemic, the entire teaching-learning was switched to online mode and all exams were conducted online. Sessions were conducted for the faculties for designing a set of questions that can make students think. This was done to normalize the marks attained by students in each exam. The overall purpose was to achieve normal distribution of marks over the entire class. Various ways were suggested to implement and the marks distribution patterns were reported.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The IQAC ensures the proper implementation of academic delivery and takes the responsibility to initiate various activities to raise the quality of the education at periodic intervals. IQAC has devised academic monitoring for endless academic delivery.

1. **Quality enhancement through Academic Monitoring Committee:** The implementation and delivery of the curriculum are regularly monitored by the Academic Monitoring Committee (AMC). AMC monitors the conduction of daily lectures, practicals, and project reviews. AMC submits a weekly report to HOD for corrective measures. A monthly academic report comprising the syllabus coverage, Continuous Internal Evaluation, and attendance review is prepared by the department academic coordinator for submission to AMC. AMC also observes that the schedules mentioned in the institute and department calendar are closely followed.

2. **Quality enhancement through Continuous Assessment of theory and lab-work subjects** comprises parameters like internal tests, unit tests, assignments, and student participation in co-curricular & extracurricular activities. Practical subjects are evaluated through timely completion of experiments, understanding, execution, presentation, group discussion, case study, and mock viva. At the term-end, the students are evaluated for the learning outcome based on these parameters.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

**6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC);**

**A. All of the above**

**Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://indiraicem.ac.in/index.php?/NAAC-ICEM">https://indiraicem.ac.in/index.php?/NAAC-ICEM</a>
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## **INSTITUTIONAL VALUES AND BEST PRACTICES**

### **7.1 - Institutional Values and Social Responsibilities**

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

**Safety and security:-** To take care of the safety and security of the students and staff the institute has appointed security guards who are available 24X7 on the campus. Institute has installed 66 CCTV Cameras at different locations such as Institute Entrance, Library, Workshop, corridor, Principal's Office, and Parking.

Fire extinguishers are also installed inside the campus in labs and classrooms. A full-fledged firefighting system is in place at the institute. Lightning arrestors are also installed on academic and admin buildings. Nearby police station contact numbers and toll-free helpline numbers are displayed on notice boards at strategic locations including the ladies' common room.

Pick up and drop facility is available for girl students and female staff in case of events organized in extended hours.

**Counseling:** Counseling is taken care of by the mentors and faculties assigned in batches of mentor-mentee groups. Students discuss their problems (if any) and seek guidance from their mentors.

**Common Room:**

Institute has separate girls' and boys' common room which is equipped with Wi-Fi, a first aid box, a Bed, Washbasin, Toilet, Dust Bins, and Study Table. The institute also has an Ambulance available 24x7 to take care of medical emergencies.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

**7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment**

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	No File Uploaded
Any other relevant information	No File Uploaded

**7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management**

**Solid waste management:**

Institute has a solid waste management system in place. The collected waste is segregated at the source of the generation. The waste bins are placed separately for dry and wet waste at every corner of the corridor, washrooms, and common room. The dry waste bins are also placed in laboratories, libraries, classrooms, etc.

The waste is handed over to the Gram panchayat waste collection support system for further treatment. Old newspapers, used papers and journal files, workshop scrap, etc. are given for recycling to

external vendors as per need.

#### Liquid waste management:

Institute has an STP plant for waste liquid management. The waste from the washrooms, hostels, laboratories, and canteen is treated with a full-fledged STP, and the treated water is extensively used for gardening to maintain greenery on the campus.

#### E-waste management

From time to time a status report is prepared in each department for all computers, supporting devices, and lab setups. E-waste disposal is done by handing over it to E-waste recycling agencies for proper disposal.

#### Hazardous chemicals:

The chemistry lab makes use of chemicals for experiments and lab work, the time expired chemicals are disposed of and dumped into deep pits.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	<a href="#">View File</a>
Geo tagged photographs of the facilities	No File Uploaded

**7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus**

D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	No File Uploaded

**7.1.5 - Green campus initiatives include**



<p><b>7.1.5.1 - The institutional initiatives for greening the campus are as follows:</b></p> <ol style="list-style-type: none"> <li><b>1.Restricted entry of automobiles</b></li> <li><b>2.Use of bicycles/ Battery-powered vehicles</b></li> <li><b>3.Pedestrian-friendly pathways</b></li> <li><b>4.Ban on use of plastic</b></li> <li><b>5.Landscaping</b></li> </ol>	<p><b>B. Any 3 of the above</b></p>										
<table border="1"> <thead> <tr> <th data-bbox="86 568 539 631">File Description</th> <th data-bbox="539 568 1436 631">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 631 539 734">Geo tagged photos / videos of the facilities</td> <td data-bbox="539 631 1436 734" style="text-align: center;"><b>No File Uploaded</b></td> </tr> <tr> <td data-bbox="86 734 539 878">Various policy documents / decisions circulated for implementation</td> <td data-bbox="539 734 1436 878" style="text-align: center;"><b>No File Uploaded</b></td> </tr> <tr> <td data-bbox="86 878 539 940">Any other relevant documents</td> <td data-bbox="539 878 1436 940" style="text-align: center;"><b>No File Uploaded</b></td> </tr> </tbody> </table>	File Description	Documents	Geo tagged photos / videos of the facilities	<b>No File Uploaded</b>	Various policy documents / decisions circulated for implementation	<b>No File Uploaded</b>	Any other relevant documents	<b>No File Uploaded</b>			
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Various policy documents / decisions circulated for implementation	<b>No File Uploaded</b>										
Any other relevant documents	<b>No File Uploaded</b>										
<p><b>7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution</b></p>											
<p><b>7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following</b></p> <ol style="list-style-type: none"> <li><b>1.Green audit</b></li> <li><b>2. Energy audit</b></li> <li><b>3.Environment audit</b></li> <li><b>4.Clean and green campus recognitions/awards</b></li> <li><b>5. Beyond the campus environmental promotional activities</b></li> </ol>	<p><b>B. Any 3 of the above</b></p>										
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Certificates of the awards received	<b>No File Uploaded</b>										
Any other relevant information	<b>No File Uploaded</b>										
<p><b>7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and</b></p>	<p><b>D. Any 1 of the above</b></p>										

**facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment**  
**5. Provision for enquiry and information :**  
**Human assistance, reader, scribe, soft copies of reading material, screen reading**

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The Institute follows the admission process governed by the state admission cells and it caters to the diversity of admitting students. The institute offers admission to all students irrespective of gender, race, linguistic, and socio-economic diversities. All students are given equal rights to learn and work in teams with the other students. Equal opportunity is provided to boys and girls to work together in various committees, and technical and cultural events. For any religious rituals, the students are given the liberty to perform the rites. The institute follows a dress code and uniform on weekdays hence students wear uniforms but on free days the liberty is with the students for the choice of apparel.

The institute also celebrates various festivals and get-togethers on festive days are allowed following some regulations. At Institute we all are borne to have the unique feeling that Indira is a Family to all and all Indirates' are members of this family.

All days of national importance are celebrated. The hostel rooms are on 3 tier mode, hence rooms are shared by students. All the sports facilities and other amenities are shared equally among all students. The unity in diversity theme is practiced at Indira.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

The Institute strongly believes in molding young minds. It is imperative that along with academics the young minds shall also carry the cognizance to show respect to the constitution of democratic India and shall understand to exercise the rights, duties, and bestowed by the constitution. For this institute to celebrate constitution day all students take an oath to abide by the rights and responsibilities.

The NSS team helps to nurture a sense of social responsibility through the organization of social awareness campaigns in the neighborhood.

The Institute also organizes blood donation camps, food, clothes, and stationery donation camps to develop a sense of sharing, caring, and giving.

The institute through safety week celebrations portrays the message of " life is important, Family is important and Nation is important"

In order to make the students responsible citizens students participate in swatch Bharat Abhiyan the national mission and taking an oath to take care of their surrounding around them.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="http://indiraicem.ac.in/Nss">http://indiraicem.ac.in/Nss</a>
Any other relevant information	Nil

**7.1.10 - The Institution has a prescribed code**

**C. Any 2 of the above**

of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website. There is a committee to monitor adherence to the Code of Conduct. Institution organizes professional ethics programmes for students, teachers, administrators and other staff. 4. Annual awareness programmes on Code of Conduct are organized.

File Description	Documents
Code of ethics policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Institute has a tradition to celebrate national festivals like Republic Day and Independence Day and birth/death anniversaries of the great Indian personalities to inculcate national and human values in the students which helps them to become a responsible Indian citizens.

**Republic Day and Independence Day**

Every year institute celebrates Republic Day and Independence Day on 26th January and 15th August respectively.

**Mahatma Gandhi's birth anniversary**

2nd October is celebrated as Mahatma Gandhi's birth anniversary by students in remembrance of his contribution and devotion to independent India through his moral values like Truth and Ahimsa. The institute through NSS organizes a 'Swaachh Bharat Abhiyaan' rally every year.

### Teachers Day

Since 1962 the day 5th September commemorates the birthday of Dr. Sarvepalli Radhakrishnan, The student associations celebrate Teacher's Day.

### Engineers Day

The Engineer community across India celebrates 15th September as Engineers Day every year to tribute and honor to "Bharat Ratna Mokshagundam Visvesvaraya", an eminent engineer. Different games and activities like "Extempore", "Best out of Waste", "Think and Throw", Debate is carried out for the students to showcase their talent and nurture their technical and innovative skills.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	<a href="#">View File</a>

## 7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

### Usage of ICT tools

#### Objective of the practice:

1. To enhance teaching learning experiences and to provide ICT skills.
2. To widen access to students through MS team and Google meet.

#### The Context:

- ICT can be used as effective teaching tool for better learning experience.
- Use of ICT in teaching learning has a significant and positive impact on students' academic achievements with higher grades.

**The Practice:**

- Identification of skill gaps to use ICT in staff and the required skills for the students familiar with ICT tools, trainings were arranged. Motivation to students for ICT enabled teaching.

**1. Evidence of Success: Testimonial:**

- Increased use of ICT in teaching learning process.

**Problems Encountered and resources required:**

Network connectivity and Bandwidth availability in rural areas.

**Title of the Practice: Direct Connect****.Objectives of the Practice**

The main objective of direct connect is to make direct access of the HOI with students.

**The Context**

Students are connected directly with the principal for the solving of any important issues.

**4. The Practice**

College has developed a direct connect system online. Student can reach with principal sir online any time with this system.

**5. Evidence of Success**

With Direct Connect system student trust and interaction increased.

File Description	Documents
Best practices in the Institutional website	<a href="https://docs.google.com/forms/d/e/1FAIpQLSfnU3s1WrZEJIEdfQ2HT717nFczwABz-L1lxF-NYmIBo48Zw/viewform">https://docs.google.com/forms/d/e/1FAIpQLSfnU3s1WrZEJIEdfQ2HT717nFczwABz-L1lxF-NYmIBo48Zw/viewform</a>
Any other relevant information	Nil

### 7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

**Institutional Distinctiveness: Online admin process during lockdown.**

Institute has done several online process to help students during lockdown.

A) Bonafide certificate.

- Institute has created the google form
- Goggle form link has been provided to students.
- Any student applying for certificate gets the same in 3 days.

B) Fees submission:

Student can pay fees online and he/she will get the receipt online. Exam Fees and other fees were collected online.

Exam form & Exam Fees submission

Pay the Examination fees

Fill the Google form and attach fees receipt.

Mail the soft copy of Examination form to respective faculty.

C) WhatsApp communication.

College has created a WhatsApp group for all students. Students can post their query. College resolve the issue asap.

College also post important information to the students such as internal and SPPU examination, scholarship, different scholarship schemes, online webinar and technical and non-technical events.

Time to time, college informed to students about covid-19 vaccination though WhatsApp group.

We also collect data of employees and students who have taken one or two doses of covid vaccine. For this we created the google form

and link is posted on the WhatsApp group.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	<a href="#">View File</a>

### 7.3.2 - Plan of action for the next academic year

The institute has been opened for students on 1st February 2022 post-pandemic. The students are visiting the campus and the traditional teaching-learning model is gaining pace gradually. Although the institute is located remotely is devising plans to attract the students to campus and eradicate the fear of infections. This includes the following action items planned

1. Introducing new ERP to take care of academic module along with the assessment
2. To provide transport facilities at affordable rates to students and convenient bus routes.
3. To provide good sports facilities and a beautiful campus to students for making them stay and learn on campus.
4. To provide the schemes of institutional scholarship to aspiring students.
5. To provide the platforms to learn from industry interactions and work close to industrial practices.
6. To provide more and equal opportunities to all students from various programs through certificate programs to make the students ready for the industry.
7. To provide better training and placement opportunities to students.
8. The NSS and student council are active and will be conducting more society-oriented programs.
9. To conduct vaccination drives for students on campus at regular intervals to ensure 100 percent vaccination.